

RESOLUTION NO. 2018- 355

A RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH CME ASSOCIATES, HOWELL, NJ, FOR ENVIRONMENTAL CONSULTING SERVICES FOR WETLANDS DELINEATION FOR BLOCK 1101, LOT 17 AND BLOCK 1003, LOT 14 & 14.1, IN AN AMOUNT OF \$21,750.00.

WHEREAS, the City Council of the City of Vineland has adopted Resolution No. 2018-169, a Resolution pre-qualifying certain firms to submit proposals for as needed Environmental Consulting Services; and

WHEREAS, the City of Vineland requested proposals for Professional Environmental Consulting Services for Wetlands Delineation for Block 1101, Lot 17 and Block 1003, Lot 14 & 14.1; and

WHEREAS, the Director of Economic Development and the City Engineer have recommended that a contract for the required services be awarded to CME Associates, Howell, NJ, based upon the proposal received, pursuant to a fair and open process; and

WHEREAS this contract is awarded in the amount of \$21,750.00, for a contract period of one year beginning October 1, 2018; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq) requires that the Resolution authorizing the award of contract for Professional Services without competitive bidding and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for Professional Environmental Consulting Services for Wetlands Delineation for Block 1101, Lot 17 and Block 1003, Lot 14 & 14.1 to CME Associates, Howell, NJ, based upon the proposal received, pursuant to a fair and open process, in the amount of \$21,750.00, for a contract period of one year beginning October 1, 2018.

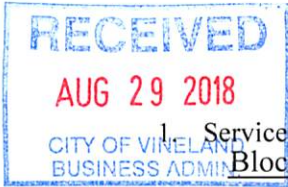
Adopted:

President of Council

ATTEST:

City Clerk

**REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**



August 29, 2018

(DATE)

1. Service (detailed description): Wetlands Delineation Block 1101, Lot 17;
Block 1003, Lot 14 and 14.1

2. Amount to be Awarded: \$ 21,750.00

- Encumber Total Award
 Encumber by Supplemental Release

3. Amount Budgeted: \$ 21750.00

4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year City of Vineland Redevelopment - 2017 & 2018

5. **Account Number to be Charged: 025-0-00-50-5001-2-6145003 2018 (4)

6. Contract Period: 1 year

7. Date To Be Awarded: September 11, 2018

8. Recommended Vendor and Address: CME Associates
1460 Rt. 9 South, Howell, NJ 07731

9. Justification for Vendor Recommendation: (attach additional information for Council review)
An RFP was issued to the City approved Engineers and CME was the lowest cost

- Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? City approved list

10. Evaluation Performed by: Sandy Forosisky & Brian Myers

11. Approved by: Sandy Forosisky

12. Attachments:

- Awarding Proposal
 Other: _____

- Send copies to:
Purchasing Division
Business Administration

**** If more than one account #, provide break down**

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



TIMOTHY W. GILLEN, PE, PP, CME
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

August 6, 2018

Via Electronic (sforosiskyvindelandcity.org) & 1st Class Mail

Sandra Forosisky
Director of Economic Development
City of Vineland
640 E. Wood Street
PO Box 1508
Vineland, NJ 08362-1508

**Re: *Estimate of Fees for Professional Environmental Consulting Services*
"Freshwater Wetlands Delineation for
Block 1101, Lot 17; Block 1003, Lot 14 and 14.1"
City of Vineland, Cumberland County, NJ
*Proposal No. 2018-189***

Dear Ms. Forosisky:

We are pleased to present our estimate of fees for the Environmental Consulting Services the City has requested for the above captioned properties. Pursuant to the City's Request for Proposal, dated July 12, 2018, this proposal outlines the Scope and Cost of Services to delineate the freshwater wetlands-upland boundary on the three (3) lots, and submit an application to the NJ Department of Environmental Protection (NJDEP), Division of Land Use Regulation, for a Line Verification type of Letter of Interpretation (LOI). This Scope of Services includes wetland delineation by our staff, to establish the limits of freshwater wetlands, wetland transition areas and/or State open waters on-site as defined in the 1989 Federal Manual for Identifying and Delineating Jurisdictional Wetlands. This methodology requires the use of a three-parameter approach (soils, vegetation, and hydrology) and is the methodology required by the NJDEP. This includes recording the necessary soils, vegetation and hydrology data as part of the submission package for a Line Verification type of Letter of Interpretation (as found within the Freshwater Wetlands Protection Act Rules, NJAC 7:7A-4.5) to the NJDEP.

In total, the combined area of the three (3) lots is 160.39 acres, whereon a watercourse named the Blackwater Branch, which is a tributary to the Maurice River, crosses Lot 14 and 14.1; the streams fringe wetlands are also on Block 1101, Lot 17. Additionally, there is a large, rectangular shaped pond in the center of Lot 14, and a linear, isolated wetland feature extending across the southerly portion of Lots 14 and 14.1. The City received a Line Verification LOI for the three Lots and a Statewide General Permit #6 (for the filling of isolated wetlands) on Lots 14 and 14.1, but both documents have since expired. As part of our proposal preparation, we conducted a site evaluation to confirm the applicability of Statewide General Permit #6, as the ability to fill up to one acre of the wetland remains a key factor in the City's intention to make the parcels attractive to potential developers. While our site visit did confirm that the subject wetland is isolated, the NJDEP will still have to confirm this condition during their site inspection phase of the LOI review.

S:\Vineland\Proposals\18-08-08 Block 1101, Lot 17, Block 1003, Lots 14 and 14.1 WL Delin and LOI.doc

CONSULTING AND MUNICIPAL ENGINEERS

1460 ROUTE 9 SOUTH • HOWELL, NEW JERSEY 07731 • (732) 462-7400 • FAX: (732) 409-0756



Sandra Forosisky, Director of Economic Development
City of Vineland
Re: Fee Estimate for Professional Environmental Consulting Services
Block 1101, Lot 17; Block 1003, Lots 14 and 14.1

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In our discussions with the City, we agreed that CME would locate as much of the wetlands-uplands boundary with our hand-held Trimble GPS, and if there are areas where using the GPS is limited because of tree canopy cover, the City's surveyor would locate those boundary flags. The wetlands boundary will then be plotted by CME on an outbound topographic survey the City will furnish, in ACADD format, so we can then prepare a Freshwater Wetlands Location Map for submission to the NJDEP as part of the LOI application package. We also agreed that if the NJDEP requires the boundary points to be presented on a more current topography survey, the City would take the necessary steps to provide an updated survey.

It is also our understanding that the City expressed an interest in submitting an application to the NJDEP, seeking authorization for the above referenced Statewide General Permit #6 to fill the isolated wetland, as was done previously. It was subsequently decided, however, that the receipt of the LOI, which will state what wetlands are isolated, would be sufficient to demonstrate to a potential developer that up to one acre of isolated wetlands can be filled with an approval for the aforementioned General Permit #6. It should be noted that there are conditions the subject wetlands would have to meet in order to qualify for GP#6, including the wetlands not being of exceptional resource value, not being a USEPA Priority Wetland, and not being a Water of the US. Based on our initial review of existing NJDEP mapping, USEPA information, and the fact that the City previously received this same permit, it appears that the subject isolated wetland would meet these conditions. Nonetheless, it is still important to recognize that the NJDEP and USEPA will review the site conditions and report accordingly in the issued LOI.

Lastly, all wetland fills on a given site have a one-acre maximum of wetlands fill, with all wetlands permits combined. During the preparation of a site plan, it is likely that a stormwater outfall will be needed within a delineated wetland or waters. If GP #6 is issued that proposes the filling of an acre of isolated wetlands, there will not be any wetlands impact area remaining to construct any needed outfall, without applying for a wetlands individual permit, which is much more difficult permit to receive. For this reason, we are suggesting that the City only apply for the Line Verification LOI discussed above, and reserve the details of a future site plan and associated wetland impacts to the developer, so as not to restrict the particular needs of their site plan.

With this in mind, our Scope of Services will include the following Tasks:

1. Delineate the freshwater wetlands-uplands boundary, including the collection of all necessary environmental conditions data to support the location of the boundary;
2. Locate the boundary points with a hand-held GPS device, to the extent that tree canopy cover does not hinder the use of the device;



Sandra Forosisky, Director of Economic Development
City of Vineland
Re: Fee Estimate for Professional Environmental Consulting Services
Block 1101, Lot 17; Block 1003, Lots 14 and 14.1

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3. Plot the boundary points on an existing topographic outbound survey to be provided by the City;
4. Prepare an application to the NJDEP, Division of Land Use Regulation, for a Line Verification type of Letter of Interpretation (as found at NJAC 7:7A-4.5);
5. Review the application with the assigned Case Manager on a regular basis to help foster a timely review.

Estimated Fee for Services \$21,750.00

Exceptions:

- Any work not specified as listed in the above phases shall be considered additional services and will be invoiced at the time said work is authorized by the City.
- Application fees are considered extra and will be requested at time of submission.

Should this fee estimate meet your approval, please provide our office with a professional services agreement or resolution as an indication of the work to proceed.

In the meantime, should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates


Gregory R. Valesi, PE, PP, CME
Partner

GRV:JAG:mmm