

RESOLUTION 2023 – 77

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH
OF MOUNT ARLINGTON, COUNTY OF MORRIS, STATE OF NEW JERSEY,
AUTHORIZING A RESERVE FOR PRELIMINARY EXPENSES FOR THE
PROFESSIONAL ENGINEERING SERVICES FOR
MCGREGOR AVENUE IMPROVEMENTS**

WHEREAS, the Borough of Mount Arlington has received proposals for professional services from Borough Engineer CP Engineers, LLC, both dated February 1, 2023, regarding services for drainage, roadway improvements and water main extension; copies of which are attached to this resolution and incorporated herein; and

WHEREAS, the proposals are for professional engineering services for McGregor Avenue Improvements.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Mount Arlington, County of Morris, State of New Jersey, that the amount of \$75,000.00 from the Capital Improvement Fund be utilized to set up a Reserve for expenses for the professional engineering services for the McGregor Avenue Improvements.

I HEREBY CERTIFY this to be a true and correct Resolution of the Mayor and Council of the Borough of Mount Arlington and adopted on April 4, 2023.



Matthew N. Bansch, Borough Clerk



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Sparta, New Jersey 07871
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February 1, 2023

Carolyn Rinaldi
Borough Administrator
Borough of Mount Arlington
419 Howard Boulevard
Mount Arlington, New Jersey 07856

Re: Proposal for Professional Engineering Services
McGregor Avenue Capital Improvements Preliminary Engineering Design
Mount Arlington Borough, Morris County, New Jersey

CP Proposal No. 22-102A

Dear Ms. Rinaldi:

CP Engineers, LLC (CP) is pleased to provide this Proposal for professional engineering services to the Borough of Mount Arlington (the Borough) for preliminary engineering, field survey and utility location, and preparation of draft construction documents for water main extension (inclusive of service lines up to curb stops), stormwater management, curbing, and roadway improvements in and for McGregor Avenue. We thank you for this opportunity to submit this proposal and for allowing CP to provide our services to you.

Scope of Services

Task 1 – Preliminary Engineering

This task involves a review of existing conditions to ensure that the project includes those work items required to address the wants and needs of the Borough. CP personnel and subcontractors will conduct on-site investigations to examine and confirm the current locations and conditions of existing infrastructure. Upon completion of these investigations, CP will prepare and present a summary of the findings during a meeting with Borough representatives where the design scope will be discussed and finalized.

Task 2 – Field Survey

This task involves the field survey of the project corridor by a Licensed Land Surveyor to aid in the design of the proposed improvements. The survey will include location of the public right-of-way (noted as a variable width on the Borough Tax Maps) as well as the horizontal and vertical locations of existing features that may potentially impact the design of the proposed improvements.

Task 3– Preparation of Draft Design Documents

After the field survey is complete, the preparation of draft design plans and project specifications will be performed. This draft design will be based upon discussions and information gathered during the prior tasks. The design for the water system improvements was performed under a separate contract, minor modifications to this design will be required to coordinate with the proposed drainage improvements and now existing natural gas infrastructure within McGregor Avenue. These draft design documents will be presented to the Borough for their review and comment.

Task 4 – “Town Hall” Meeting and Updates

Following the receipt of any Borough comments, and revisions to address same, CP will prepare a complete set of draft design documents to be presented at a meeting with Borough residents. CP will attend this meeting to assist the Borough in the presentation of the proposed improvements and to address residents’ feedback. This task also includes revisions to the draft design documents to incorporate resident feedback.

Cost

CP proposes to perform the above scope of services on a lump sum basis with a not-to-exceed amount of \$75,000.00. CP will bill the Borough once a month on a percent complete basis.

Clarifications

1. The scope of services does not include any potential required regulatory application fees, which will be the responsibility of the Borough.
2. The scope of services does not include final design, bid and award services and construction administration and inspection services.

Schedule

CP is prepared to begin work immediately upon your authorization.

Authorization

CP proposes to perform these services under the terms and conditions of our current agreement. If this proposal meets with your approval, kindly indicate your acceptance by providing a resolution incorporating this proposal as reference or by signing and returning a copy of the document to our office.

Please feel free to call me with any questions or comments.

Very truly yours,

CP ENGINEERS, LLC



Stanley G. Puszcz, P.E., C.M.E., BCEE
President

Accepted this 4th day of April, 2023

By (Signature): 

By (Printed): Michael Stanzik

Title: Mayer

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