



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. VALESI, 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

October 23, 2020

Ziad Andrew Shehady, Business Administrator
Borough of Red Bank
90 Monmouth Street
Red Bank, New Jersey 07701

**Re: Proposal for Environmental Consulting Services for Preparation of a Hazardous Discharge Site Remediation Fund (HDSRF) Application
Proposed Sunset Park (Former Red Bank Landfill and Incinerator)
Block 84, Lot 64
Sunset Avenue
Borough of Red Bank
Monmouth County, New Jersey
NJDEP PI# G000000565**

Dear Mr. Shehady,

CME Associates (“CME”) is pleased to submit for the Borough of Red Bank’s (“Borough”) consideration this proposal for environmental consulting services for the preparation of a Hazardous Discharge Site Remediation Fund (HDSRF) Application related to the ongoing remediation and closure of the former Red Bank Landfill and Incinerator site. CME understands that this work is required in anticipation of the proposed redevelopment of the site into Sunset Park. No Licensed Site Remediation Professional (LSRP) services for remediation are proposed at this time. However, CME will be the LSRP-of-record for submission of the HDSRF Application. CME will prepare a separate proposal for LSRP services for remediation activities.

SCOPE OF SERVICES

Task 1: Preparation of HDSRF Application

Based on information to be reviewed by CME and the status of the project, the Borough may be eligible to apply for a Preliminary Assessment/ Site Investigation/ Remedial Investigation HDSRF Grant (100% covered) for any additional remedial investigation activities which may be required and a Recreation and Conservation HDSRF Grant (75% covered) for the Remedial Action phase. CME is unaware of any prior HDSRF grant applications submitted to the NJDEP, or if any previous investigations would be retroactively eligible for an HDSRF grant. CME will prepare the technical and administrative portions of the HDSRF application form with assistance from the Borough. Behram Turan, P.E., LSRP of CME will certify the HDSRF grant application



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**Re: Proposal for Environmental Consulting Services
for Preparation of a HDSRF Application**

as the LSRP Specifically, the following items will need to be submitted as part of a full application:

- Part I – HDSRF Application
- Part II – General Certification
- Part III – Subrogation of Rights
- Part V – Municipal Questionnaire
- Part VI – Checklist
- Detailed remediation Work Proposal and itemized cost estimate
- Resolution that public entity authorized to apply to HDSRF for the remediation of a discharge/suspected discharge
- Proof of ownership interest (tax sale certificate, deed, or resolution to acquire property by voluntary conveyance)
- Documentation indicating the property is to be preserved for recreation/conservation by conveyance of a development easement, conservation easement, or other restriction/easement permanently restricting development
- Comprehensive plan for the development or redevelopment of the subject property

Task 2: Development of Scope of Work

Task 2A: File Review

CME will submit OPRA requests to the NJDEP Site Remediation Program and Division of Solid and Hazardous Waste, County of Monmouth, and Borough of Red Bank for records that would provide information on, previous site operations, landfill operation and/or closure activities, previous remediation activities, enforcement actions, and environmental permits. CME will review all accessible records to develop an understanding of the site status and conditions in order to facilitate the preparation of a proposed Scope of Work (Task 2B) to be included in the HDSRF application.

CME will rely on the accuracy of any information submitted to us by the Borough, County, and NJDEP in the preparation of the HDSRF application, including scope of work and cost estimate, and will not be held responsible for any erroneous or inaccurate information provided to us.



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Task 2B: Preparation of Proposed Scope of Work

Based on the information obtained during the file review, CME will prepare a comprehensive Proposed Scope of Work to be included as part of the HDSRF application package. In order to complete remediation of the site, implement the closure of the former landfill, and facilitate redevelopment of the Site as a park, CME anticipates the scope of work may include, but is not limited to, the following tasks:

1. Remedial Action Workplan (RAWP)
2. Landfill Closure Plan
3. NJDEP Permit Applications
4. Site Plan Design / Engineering
5. Preparation of Specifications
6. Project Bid and Award Services
7. Soil Erosion and Sediment Control (SESC) Plan Preparation

All proposed work will be performed in accordance with the New Jersey solid waste regulations (N.J.A.C. 7:26-2A), Technical Requirements for Site Remediation (N.J.A.C. 7:26E), and NJDEP *Field Sampling Procedures Manual*, dated August 2005. Specifically, any Remedial Investigation scope of work will be developed in accordance with the requirements of the May 2016 NJDEP Landfill Investigation Technical Guidance.

Task 2C: Meeting Attendance

CME will attend meetings with the Borough and NJDEP as required for the duration of the HDSRF application preparation and approval process.

Task 3: Development of Cost Estimate

CME will prepare a detailed itemized cost estimate to be included as part of the HDSRF application package. The estimate will be based on the line items included in the scope of work prepared as part of Task 2.

ESTIMATED FEES

The total budget for the completion of the Scope of Services as outlined above has been estimated at **\$19,000.00**, detailed as follows:



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Tasks	Estimated Cost
Task 1: Preparation of HDSRF Application	\$2,000.00
Task 2: Development of Scope of Work	\$15,500.00
Task 3: Development of Cost Estimate	\$1,500.00
Total:	\$19,000.00

The budget contained in this proposal is the firm's best estimate of the effort required to carry out the project as outlined in the Scope of Services. The Client will be billed on a time and materials basis for the actual effort expended to implement the proposed tasks in accordance with our hourly billing rates and other expenses associated with the project. CME Associates will not exceed the approved budget without obtaining prior approval of the Client.

LIMITATIONS

This proposal does not include any other engineering and environmental services beyond what is included in the scope of work presented herein. No investigation of any identified areas of concern is proposed at this time. This proposal does not include Licensed Site Remediation Professional (LSRP) services or issuance of a Response Action Outcome (RAO). CME will prepare a separate proposal for LSRP Services if and when required by the Borough.

We appreciate the opportunity to submit this proposal, and look forward to assisting you with this project. Should you have any questions or require clarification, please do not hesitate to contact me at 732-951-2101, extension 103, to discuss this proposal in more detail.

Very truly yours,
CME Associates

Behram Turan, P.E., LSRP – Principal
Director of Environmental Services

Enclosures