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May 13, 2021

Via Electronic & Interoffice Mail

Chief Darren McConnell, Interim Business Administrator
Borough of Red Bank
90 Monmouth Street
Red Bank, NJ 07701

**Re: Estimate of Fees for Professional Engineering Services
Spring Street Improvements
Borough of Red Bank, Monmouth County, NJ
Proposal No. 2021-128**

Dear Chief McConnell:

We are pleased to present our estimate of fees for the design, permitting and construction administration phase services for the above referenced project.

The project includes reconstruction of Spring Street from East Front Street to Ambassador Drive. The total length of improvements is approximately 4,100 linear feet, and includes site clearing, HMA base and surface course repair, concrete curbing and sidewalk (if and where necessary), restoration, and traffic striping. The estimated cost of construction is approximately \$815,000. It should be noted that Borough was awarded a NJDOT Municipal Aid grant in the amount of \$220,000.00 for said improvements.

With this being said, our proposed scope of work is as follows:

A. Survey and Base Map Phase Services

Work in this phase will include preparation of base mapping for use in the design of the construction plans. A detailed base map will be prepared by field surveying the existing roadway and other relevant physical features. Approximate property lines will be established utilizing located property markers and tax map information. In areas of mill and overlay, GIS mapping will be utilized supplemented with field survey work where required.

B. Design Phase Services

The work in this phase will involve the preparation of the necessary construction plans within the specified project limits for the Road Program and will involve but not be limited to the following:

1. Perform site visits and collect existing site information;
2. Prepare Construction Plans including:
 - i. Construction Plans



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- ii. Stormwater Management Plans
- iii. Soil Erosion and Sediment Control Plans
- iv. Traffic Control Plan
- v. Construction Details

3. Coordination with the NJDOT
4. Prepare Bid Specifications; and
5. Prepare Final Construction Cost Estimate.

C. Bid Phase Services

This phase will include the following services to publicly bid the project in accordance with the Local Public Contracts Law:

1. Provide Bid Documents to Prospective Bidders as needed;
2. Provide Addenda for Clarification of Project Specifications;
3. Attend Bid Opening;
4. Analyze Responsible Bids and Recommend Contract Award; and
5. Coordinate with Township, as needed.

D. Construction Phase Services

The following services will be provided under this phase:

1. Contract preparation including review of bonds, insurance certificates and project manning reports;
2. Attend preconstruction meeting;
3. Provide assistance with interpretation of contract documents;
4. Review shop drawings for site-related items; and
5. Provide construction observation services, prepare contractor punch lists and review and prepare pay estimates.



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We will provide the necessary engineering services as described above based upon the cost breakdown as noted below:

Roadway Improvements:

A. Survey and Base Map Phase Services	\$14,500.00
B. Design Phase Services	\$34,000.00
C. Bid Phase Services	\$3,500.00
D. Construction Phase Services	\$53,000.00
Total Estimated Fee for Services.....	\$105,000.00

Exceptions:

- The preparation of right of way acquisition maps and/or temporary construction easements if required for the construction of the improvements.
- 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 Borough.
- 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

Laura J. Neumann, PE, PP
Borough Engineer's Office

GRV:LJN:pg

cc: Mayor Menna and Borough Council
Clifford Keen, Director of Public Works
Peter O'Reilly, Borough CFO