



**BOROUGH OF CALDWELL**

Resolution No: 5-129

Date of Adoption: May 4, 2021

**TITLE:**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT WITH BECKMEYER ENGINEERING, P.C. FOR VARIOUS PROJECTS**

Recommended for approval by:

Approved as to form and legality by:

\_\_\_\_\_  
Thomas Banker, Administrator

\_\_\_\_\_  
Title:

**Whereas**, the Local Public Contracts Law (N.J.S.A.11-1 et seq.) provides that contracts for professional services may be negotiated and awarded by the governing body without public advertising for bids; and

**Whereas**, the Borough of Caldwell (the "Borough") wishes to engage the services of Beckmeyer Engineering, P.C. ("Beckmeyer") for the provision of professional engineering services related to various projects authorized by the Borough; and

**Whereas**, the Borough Administrator has solicited proposals from Beckmeyer for such services and has negotiated with Beckmeyer terms and conditions that are appropriate to the needs of the Borough;

**Now Therefore Be It Resolved By The Mayor And Council Of The Borough Of Caldwell New Jersey That:**

1. The proposals of Beckmeyer as listed on the attached Exhibit A, which are attached to and made part of this resolution are hereby accepted by the Borough as the basis of a contract for the provision of those services by Beckmeyer; and
2. The Borough Administrator is hereby authorized and directed to enter into an agreement with Beckmeyer for the provision of the services described in the attached proposals; and
3. The maximum amount authorized to be paid to Beckmeyer pursuant to such agreement is four hundred forty-four thousand dollars (\$440,000); and
3. The Borough Attorney is hereby authorized and directed to prepare an appropriate form of contract to allow to perform the services and receive the compensation set forth in the attached proposals; and
4. The award of this contract is subject to and conditioned upon the provision by the Chief Financial Officer of the Borough of a certification of the availability of funds sufficient to provide for payment of the contract; and
5. The Borough Clerk is hereby authorized and directed to cause such notices as are required by statute to be provided in the form as required by such statutes for the award of contracts of this type.

**RECORD OF COUNCIL VOTE**

\_\_\_\_\_ presented the following resolution - Seconded by: \_\_\_\_\_

COUNCIL MEMBER Yes No Absent Abstain COUNCIL MEMBER Yes No Absent Abstain

Schmidt						Lace				
Rodgers						DePalma-Iozzi				
Cole						Gates				

\_\_\_\_\_  
**Brittany Heun, Deputy Clerk**

\_\_\_\_\_  
**John Kelley, Mayor**

This resolution, when adopted, must remain in the possession of the Municipal Clerk. Certified copies are available.

**Beckmeyer Engineering, P.C.  
Proposals for Engineering Services**

**Exhibit A**

<b><u>Project Description</u></b>	<b><u>Terms</u></b>	<b><u>Amount Not to Exceed</u></b>
Municipal Complex Modifications	Hourly Rates	30,000
Provost Square Parking Deck	Hourly Rates	39,500
2021 Road Improvement Program (Grover, Personette, Orchard Square)	Hourly Rates	84,000
Community Center Roof	Hourly Rates	19,000
Water Project D	Hourly Rates	122,000
Water Project E	Hourly Rates	57,000
Smull Avenue Parking Facility	Hourly Rates	39,500
Community Center Selective Demolition Project	Hourly Rates	29,250
Demolition (26 Smull Avenue)	Hourly Rates	14,000
Road Construction Through Morris County Co-operative	Hourly Rates	9,750
Total		444,000



Borough of Caldwell  
1 Provost Square  
Caldwell, NJ 07006

September 8, 2020

Attn: Mr. Thomas Banker  
Business Administrator

Re: Professional Services Proposals  
Provost Square Municipal Complex Modifications, Studies, Logistics and Estimate Services  
Caldwell, New Jersey

Dear Mr. Banker:

Beckmeyer Engineering, P.C. (B.E.) is pleased to present Proposals encompassing Modifications, Studies, Logistics and Estimate Services to the Borough of Caldwell (Borough) for the Modification to the Caldwell Provost Square Municipal Complex on an as needed proposal. We have listed the various items and disciplines that we may/could offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

**SCOPE OF SERVICES**

- A. Beckmeyer Engineering will perform the following scope of services as requested by the Business Administrator:
- a. Perform site visits and report as requested information on the modification of the Community Center using existing plans, general information and field measurements. A certified survey and/or topographic mapping is NOT proposed for this project.
  - b. The scope of the modifications will be determined on an as needed request.
  - c. Development of Alternates on an as needed request.
  - d. Review the following disciplines where it is deemed relevant and on an as needed request:
    - i. Structural,
    - ii. Plumbing,
    - iii. HVAC,
    - iv. Electrical,
    - v. Site Work,
    - vi. Preliminary Room Layout,
    - vii. Preliminary Exterior options.
  - e. Prepare cost estimate on an as needed request.
  - f. Prepare scopes of work and request proposal from outside Professionals on an as needed request
  - g. Any and all other work as requested in conjunction with this project.

**Re: Professional Services Proposals  
 Provost Square Municipal Complex Modifications, Studies,  
 Logistics and Estimate Services  
 Caldwell, New Jersey**

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. Construction Plans
2. Construction Specifications
3. Underground Tank Survey
4. Hazardous Material Survey
5. ROW Location Determination
6. Certified Survey
7. Topographical Survey
8. Drainage Study and/or design
9. Permit Fees
10. New Jersey Department of Environmental Protection Permits
11. Right-of-Way and/or Easement Plans or Descriptions
12. Structural Plans (Including Retaining Walls)
13. Material Testing (if required)

**FEE:** The fee for of the above scope will be \$30,000. The cost will not exceed this amount unless prior Borough approval is granted. Any work beyond this scope will not be performed without subsequent Borough approval. This will be an ongoing project that may require replenishing the account for additional work or work exceeding this amount. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 -- 125.00		
SENIOR ENGINEER	90.00 -- 115.00		
STAFF ENGINEER	80.00 -- 105.00		
GRANT WRITER	125.00 -- 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 -- 100.00		
HEAD FIELD	75.00 -- 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

**Reimbursable Costs:** Photography, all printing and reproduction work, special mail, delivery service costs are reimbursable to the Engineer and are in addition to fees. Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost +10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00pm with more than 1 ½ hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

- 11"x 17" @ \$ 2.50
- 18"x 24" @ \$ 5.00
- 24"x 36" @ \$ 10.00
- 34"x 48" @ \$15.00

**Re: Professional Services Proposals  
Provost Square Municipal Complex Modifications, Studies,  
Logistics and Estimate Services  
Caldwell, New Jersey**

**Page 3 of 3**

**Yours Truly,  
Beckmeyer Engineering, P.C.**



**Glenn M. Beckmeyer, P.E., P.P., C.M.E., CFM  
President**

**Please sign one copy and return.**

**Borough of Caldwell**

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**Thomas Banker  
Business Administrator**



**Borough of Caldwell  
1 Provost Square  
Caldwell, New Jersey 07006**

**March 21, 2021**

**Attn: Mr. Thomas Banker  
Business Administrator**

**Re: Proposal Professional Services  
Provost Square Parking Deck – Partial Slab Replacement, New Generator  
Roof/Deck and Retaining Wall.  
Caldwell, New Jersey**

**Dear Mr. Banker:**

Beckmeyer Engineering, P.C. (B.E.) is pleased to present a Proposal encompassing the Design and Construction Observation Services to the Borough of Caldwell (Borough) for the above Project. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

**SCOPE:** We propose to provide Design and Construction Observation Services for the above referenced project having a construction duration of seventy-five (#75) days from the Contractor signing of the Contract. The project will require removal and replacement of deteriorated concrete slabs for the entire second level deck. Pavement markings will be installed in accordance with standards set forth in the *Manual on Uniform Traffic Control Devices*. This project does not anticipate any design requirements beyond the boundary of the project. Any design or work required or requested beyond the preceding outline this boundary is outside this scope and not within this proposal. Certified surveying and topographical work will not be performed, but plans will be generated by use of field measurements and plans received from the original Architect. Any work beyond the above referenced Construction duration will not be performed without subsequent Borough approval and if approved will be billed by our hourly rates to the Borough (below) for this work and for work beyond the scope (if requested by the Borough). When approved work will be completed to go out to bid in not more than eight weeks (unless work outside the above scope is required or requested or delayed by outside agencies.)

**SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for design services:
  - a) Perform site visits and prepare plans using engineering observations and field measurements.
  - b) Redesign the partial deck utilizing reinforced concrete without the use of metal pans.
  - c) Redesign all expansion joints for better maintenance yet remain water tight.
  - d) Enlist the use of a concrete coating against chloride penetration.
  - e) Redesign drainage system on the deck to the ground connection. Re-slope front portion of deck to direct the storm water and snow melt runoff to the new drainage system.
  - f) Redesign under deck lighting system as a surface mount system.
  - g) Redesign the pole area lights on top of the deck with new electric power runs.
  - h) Design new generator roof/deck with access to the firehouse double doors. The roof/deck will be designed of steel framing utilizing two existing columns remaining from parking deck demolition. The slab will be reinforced concrete and the perimeter will utilize the reuse of the railing of the existing deck.
  - i) Design a modular block retaining wall from the rear corner of the Community Center to the property corner of the firehouse and Kiwanis Field. Wall to run parallel to the rear of the firehouse with the top level approximately even with the Field grade. The wall will also be utilizing a repurposed railing from the existing deck. New elevation is for expansion of the field's snack-stand/table area and the location of the new pool dehumidifier cooling unit.
  - j) Prepare construction plans and specifications in accordance with NJDOT (current) and the Borough's requirements.
  - k) Prepare bid documents and advertise the project.
  - l) Perform "Pre-bid" meeting.
  - m) Review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.
  
- 2) Beckmeyer Engineering will perform the following scope of services for all site observation services:
  - a) Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the construction activities.
  - b) Review and approve shop drawings
  - c) Provide site observation services during the construction phase for 10 hours per week for 12 weeks.
  - d) Review contractor invoices and submit to the Borough for approval.
  - e) Final inspection of the project.

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. Certified Survey
2. Topographical Survey
3. Drainage Study and/or design (beyond that of the new deck drainage system into the ground)
4. Electric Power Service
5. Permit Fees
6. Right-of-Way and/or Easement Plans, Descriptions and/or Locations
7. Soil Erosion and Sediment Control Plan Certification
8. New Jersey Department of Environmental Protection Permits
9. Material Testing for the concrete of the slabs is not part of this proposal. A separate proposal from a testing lab will be provided for approval to the Borough.



**Re: Proposal Professional Services  
Provost Square Parking Deck – Partial Slab Replacement, New Generator  
Roof/Deck and Retaining Wall.  
Caldwell, New Jersey**

**FEE:** The fee for of the above scope will not exceed \$18,750 for the Design Phase and \$20,750 for the Construction Phase, the rates as outlined in the following table. Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS MEN	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

The above rate table is being proposed based prior Borough preference and on the history between Beckmeyer Engineering and the Borough.

**REIMBURSABLE EXPENSES:** Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost + 10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00 pm with more than 1-1/2 hours of travel time back to the town. Direct expenses as blue-prints, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

- 11"x17" @ \$ 2.50
- 18"x 24" @ \$5.00
- 24"x 36" @ \$10.00
- 34"x 48" @ \$15.00

Yours Truly,  
Beckmeyer Engineering, P.C.

  
Glenn M. Beckmeyer, P.E., P.P., C.M.E.,CFM  
President

Please sign one copy and return.

Borough of Caldwell

Thomas Banker  
Business Administrator





**Borough of Caldwell  
1 Provost Square  
Caldwell New Jersey 07002**

**March 21, 2021**

**Attn: Mr. Thomas Banker  
Business Administrator**

**Re: Proposal Professional Services  
Caldwell 2021 Roadway Improvement Program  
Grover Lane, Personette Street and Orchard Square  
Caldwell, New Jersey**

**Dear Mr. Banker:**

Beckmeyer Engineering, P.C. (B.E.) is pleased to present a Proposal encompassing the Design and Construction Observation Services to the Borough of Caldwell (Borough) for the above Project. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

SCOPE: We propose to provide Design and Construction Observation Services for the above referenced project having a construction duration of sixty (#60) days from the Contractor signing of the Contract. The project will require milling and paving with additional base repairs where required. *The design will include adding Belgium Block curbs on Grover Lane, Personette Street and Orchard Square as well as the partial replacement of sidewalks and all aprons.* It is NOT anticipated that Drainage facilities will be added except a portion of Orchard Square, therefore any drainage facility design beyond Orchard Square is outside this scope. Sidewalk and driveway retrofit as appropriate. ADA ramps will be upgraded to comply with current requirements, which included installation of detectable warning surfaces at correct slopes. Pavement markings will be installed in accordance with standards set forth in the *Manual on Uniform Traffic Control Devices*. Curb pieces and bicycle safe grates will be installed, where and if required, throughout the project limits. This project does not anticipate any design requirements beyond the boundary of the project which includes the R.O.W. (right of ways) of the above referenced streets or into the County Roads or County Parks. Any design or work required or requested beyond the preceding outline this boundary is outside this scope and not within this proposal. Certified surveying and topographical work will not be performed, but plans will be generated by use of tax maps and field measurements. Any work beyond the above referenced Construction duration will not be performed without subsequent Borough approval and if approved will be billed by our hourly rates to the Borough (below) for this work and for work beyond the scope (if requested by the Borough). When approved work will be completed to go out to bid in not more than twelve weeks (unless work outside the above scope is required or requested or delayed by outside agencies.)

**SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for design services:
  - a) Perform a site visit and prepare plans using general information and field measurements. A certified survey and/or topographic mapping is NOT proposed for this project.
  - b) Prepare roadway construction plans and specifications in accordance with NJDOT (current) and the Borough's requirements.
  - c) Review Sewer Videos for Sanitary and Storm System rehabilitation. Sewer Cleaning and Videoing is not part of this Proposal but will be performed by an independent contractor either within this project. Add sewer rehabilitations to the plans.
  - d) Prepare plan and submit application for a Hudson-Essex-Passaic Soil Erosion and Sediment Control Certification
  - e) Prepare bid documents and advertise the project.
  - f) Perform "Pre-bid" meeting.
  - g) Review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.
  
- 2) Beckmeyer Engineering will perform the following scope of services for all site observation services:
  - a) Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the construction activities.
  - b) Review contractor's submittals and answer request for information.
  - c) Provide site observation services during the construction phase.
  - d) Review contractor invoices and submit to the Borough for approval.
  - e) Final inspection of the project.
  - f) Submit all documentation to the NJDOT for approval

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. ROW Location Determination
2. Certified Survey
3. Topographical Survey
4. Drainage Study and/or design
5. Soil Erosion and Sediment Control Plan Certification
6. Permit Fees
7. New Jersey Department of Environmental Protection Permits
8. Right-of-Way and/or Easement Plans or Descriptions
9. Structural Plans (Including Retaining Walls)
10. Material Testing (required by the NJDOT.) If required to pay, the cost would be approximately \$5,000.00 which is NOT in this proposal

**Re: Proposal Professional Services  
 Caldwell 2021 Roadway Improvement Program  
 Grover Lane, Personette Street and Orchard Square  
 Caldwell, New Jersey**

**FEE:** The fee for of the above scope will not exceed \$39,500 for the design phase and \$44,500 for the Construction Phase, the rates as outlined in the following table. Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

The above rate table is being proposed based prior Borough preference and on the history between Beckmeyer Engineering and the Borough.

**REIMBURSABLE EXPENSES:** Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost + 10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00 pm with more than 1-1/2 hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

- 11"x17" @ \$ 2.50*
- 18"x 24" @ \$4.50*
- 24"x 36" @ \$ 9.00*
- 34"x 48" @ \$12.00*

**Re: Proposal Professional Services  
Caldwell 2021 Roadway Improvement Program  
Grover Lane, Personette Street and Orchard Square  
Caldwell, New Jersey**

**Page 4 of 4**

**Yours Truly,  
Beckmeyer Engineering, P.C.**



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**Glenn M. Beckmeyer, P.E., P.P., C.M.E.,CFM  
President**

**Please sign one copy and return.**

**Borough of Caldwell**

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**Thomas Banker  
Business Administrator**



Borough of Caldwell  
1 Provost Square  
Caldwell, New Jersey 07006

March 21, 2021

Attn: Mr. Thomas Banker  
Business Administrator

Re: Professional Services Proposal  
Community Center Roof Replacement  
Caldwell, New Jersey

Dear Mr. Banker:

Beckmeyer Engineering, P.C. (B.E.) is pleased to present a Proposal for Professional Services encompassing a Study and Estimate Services to the Borough of Caldwell (Borough) for the Roof Replacement to the Caldwell Community Center. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

**SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for design services:
  - a. Perform site visits and prepare a Study on the feasibility of replacing three roofs at the Community Center using existing plans, general information and field measurements. A certified survey and/or topographic mapping is NOT proposed for this project.
  - b. The scope of the roof replacement at the Community Center are as follows:
    - i. Office Area Flat Roof:
      1. Remove all built up roofing materials including sloped insulation and parapet flashing caps.
      2. Install new sloped insulation
      3. Install new EDPM roofing membrane
      4. Install new parapet flashing caps.
      5. Installation of a HVAC Unit Curb for future Police Department HVAC Unit.
    - ii. Indoor Pool Ridge Roof:
      1. Remove all shingle roofing materials including any rotted sheathing, compromised insulation and flashing materials.
      2. Install new shingles
      3. Install new ridge flashing
    - iii. Gymnasium Ridge Roof:
      1. Remove all shingle roofing materials including any rotted sheathing, compromised insulation and flashing materials.
      2. Install new shingles
      3. Install new ridge flashing

- c. Review the following disciplines:
    - i. Structural,
    - ii. Plumbing,
    - iii. HVAC,
    - iv. Electrical,
  - d. Prepare cost estimate.
  - e. Prepare bid documents and advertise the project for public bidding.
  - f. Perform a "Pre-Bid" meeting.
  - g. Review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.
- 2) Beckmeyer Engineering will perform the following scope of services for all site observation services:
- a. Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the construction activities.
  - b. Review and approve shop drawings
  - c. Provide site observation services during the construction phase for 10 hours per week for 12 weeks.
  - d. Review contractor invoices and submit to the Borough for approval.
  - e. Final inspection of the project.

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

- 1. Underground Tank Survey
- 2. Hazardous Material Survey
- 3. ROW Location Determination
- 4. Certified Survey
- 5. Topographical Survey
- 6. Drainage Study and/or design
- 7. Permit Fees
- 8. New Jersey Department of Environmental Protection Permits
- 9. Right-of-Way and/or Easement Plans or Descriptions
- 10. Structural Plans (including Retaining Walls)
- 11. Material Testing (if required)

Re: Professional Services Proposals  
Community Center Roof Replacement  
Caldwell, New Jersey

**FEE:** The fee for of the above scope will be \$7,500 for Design and \$11,500 for Construction Observation. The cost will not exceed this amount unless prior Borough approval is granted. Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

Reimbursable Costs: Photography, all printing and reproduction work, special mail, delivery service costs are reimbursable to the Engineer and are in addition to fees. Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost +10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00pm with more than 1 ½ hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

11"x 17" @ \$ 2.50  
18"x 24" @ \$ 5.00  
24"x 36" @ \$ 10.00  
34"x 48" @ \$15.00

Yours Truly,  
Beckmeyer Engineering, P.C.

Glenn M. Beckmeyer, P.E., P.P., C.M.E.,CFM,CFM  
President

Please sign one copy and return.

Borough of Caldwell

Thomas Banker  
Borough Administrator





# **BECKMEYER**

## **ENGINEERING, P.C.**

**Borough of Caldwell  
1 Provost Square  
Caldwell, New Jersey 07006**

**March 21, 2021**

**Attn: Mr. Thomas Banker  
Business Administrator**

**Re: Professional Services Proposals  
Caldwell Water Projects "D" & "E"  
Caldwell, New Jersey**

**Dear Mr. Banker:**

Beckmeyer Engineering, P.C. (B.E.) is pleased to present Proposals encompassing the Design and Construction Observation Services to the Borough of Caldwell (Borough) for Water Projects "D" & "E". Water Projects "D" & "E" will be bid as two individual Projects, If the Mayor and Council favors bidding both Projects under one Project, that can be provided. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

### **SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for all design services:
  - a) Perform a site visit and prepare plans using general information, Borough resources, information from public utilities (if available) and field mark outs and measurements. A certified survey is NOT proposed for this project however, a certified topographic survey may be required (if so, it is not included in this proposal).
  - b) Prepare roadway plans and profiles for the roads containing the proposed water works. It is estimated that 32 plans will be created to cover the proposed Water Work.
  - c) Design the new Water works within the areas as recommendations from the report "Hydraulic Evaluation of Water Distribution System for Fire Protection" for Caldwell New Jersey. The report was prepared by Crew Engineers, Inc. and dated November 6, 2017. Preliminary Plans will be submitted to the Borough for design route and logistic review and accepted. Once accepted by the Borough, the final design will be prepared conforming to NJDEP standards and requirements.
  - d) Roseland Ave. is an Essex County Road therefore; Plans will be submitted to the Essex County Department of Public Works: Engineering Department for review and approval. The Borough will apply for a County Road Opening Permit prior to start of the project.
  - e) There are two locations, one at Personette St. and one at Westover Ave., where the existing water main may cross under an existing stream and/or stream culvert, any design work beyond the normal installation of the water main in this area is not part of this scope, including but not limited to stream encroachment of any type. Also, it is not anticipated that any NJDEP regulatory permits and/or soil borings will be required in these areas and are not part of this scope or proposal.
  - f) Soil borings to test for contaminated soils along the proposed water works installation is not a part of this scope or part of this proposal. However, a proposal will be sought by a boring/testing company to perform borings along the proposed water works route. If contaminated soils are found, that information will be included in the specifications as a line item to remove and replace

as per NJDEP rules. The borings will also be performed to a depth of approximately 5 feet below the proposed depth of the pipe to determine if rock or other materials will be excavated.

- g) Any survey and/or utility easements are not anticipated in this project. Therefore, any outbound surveys, preparation of utility easements and/or revisions to existing easements are not within this scope and are not included in this proposal.
- h) Prepare specifications
- i) Submit to NJDEP for project(s) review and construction permit(s) if require
- j) Prepare and submit application(s) and plans to Hudson-Essex-Passaic Soil Conservation District.
- k) Prepare bid documents for public bidding (12 sets initially) as per New Jersey State Public Bidding Laws,
- l) Advertise the project for public bidding.
- m) Hold a "Pre-Bid Meeting"
- n) Open Bids, review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.

2) Beckmeyer Engineering will perform the following scope of services for all site observation services:

- a) Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the construction activities.
- b) Review contractor's submittals and answer request for information.
- c) Provide site observation services during the construction phase.
- d) Review contractor invoices and submit to the Borough for approval.
- a) Final inspection of the project.
- b) Finalize documentation to State Agencies as normally required

3) The responsibility of the Borough of Caldwell:

- a) Provide Traffic control for Beckmeyer Engineering staff or sub-consultants to obtain any and all field data and information.
- b) Pay for all costs for outside agencies including submittal fees to the NJDEP, HECSCD, County of Essex, etc. these costs are outside this scope of your and not part of this proposal. If any of these costs are paid by Beckmeyer Engineering, P.C. to save time or for any reason, the costs are not considered part of this proposal and will be reimbursed to Beckmeyer Engineering above this proposal.
- c) Arrange for the publication of the Public Advertisement and pay the cost associated with obtaining bids or proposals from contractors.
- d) Provide Beckmeyer Engineering will all information as required to perform their tasks. Assist Beckmeyer Engineering in the field to mark out, locate, size and determine depth of existing Water System and Sewer System including but not limited to: valves, hydrants, mains, laterals, junctions, fittings, meters, vaults, manholes and any other information that may be pertinent to the design of this project.

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

- 1. ROW Location Determination
- 2. Certified Survey
- 3. Topographical Survey (Cost will be added to the Project)
- 4. Drainage Study and/or design
- 5. Permit Fees
- 6. Right-of-Way and/or Easement Plans or Descriptions
- 7. Structural Plans (Including Retaining Walls)

8. Material Testing (required by the NJDOT.) If required to pay, the cost would be approximately \$5,000.00 which is NOT in this proposal

**FEE:** The fee for of the above scope will not exceed the amount as outlined in the following table. The two projects; Water Projects "D" & "E" are for both Design and Site Observation. If a project is designed and then does not get constructed, then only the design fee will be charged and not the Site Observation Fee. The estimated time to complete design for submittal to the NJDEP is 3 1/2 months after Borough Authorization and the Borough's completion of utility mark-out of the existing water lines and sanitary sewers in the streets. It is also time dependent on Utility Company respond in a timely manner.

	<i>Project Name</i>	<i>Project Description</i>	<i>Project Status</i>	<i>Design Service Fee</i>	<i>Site Observation Fee</i>
D)	Water Project "D"	Water Main Installation on Roseland Ave., Chestnut St., Whitebirch Terr., Oak Grove Rd. and Seymore St./Beakman Hill Rd. Extension	In Design Phase	\$51,000	\$71,000
E)	Water Project "E"	Water Main Installation on Ravine Ave., Personette St. and Westover Ave.	In Design Phase	\$22,000	\$35,000

Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS MEN	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

Reimbursable Costs: Photography, all printing and reproduction work, special mail, delivery service costs are reimbursable to the Engineer and are in addition to fees. Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost +10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00pm with more than 1 1/2 hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

11"x 17" @ \$ 2.50  
 18"x 24" @ \$ 5.00  
 24"x 36" @ \$ 10.00  
 34"x 48" @ \$15.00

Re: Professional Services Proposals  
Caldwell Water Projects "D" & "E"

Page 4 of 4

Yours Truly,  
Beckmeyer Engineering, P.C.



Glenn M. Beckmeyer, P.E., P.P., C.M.E., CFM  
President

Please sign one copy and return.

Borough of Caldwell

---

Thomas Banker  
Business Administrator



**BECKMEYER**  
**ENGINEERING, P.C.**

**Borough of Caldwell  
1 Provost Square  
Caldwell New Jersey 07002**

**March 21, 2021**

**Attn: Mr. Thomas Banker  
Business Administrator**

**Re: Proposal Professional Services  
Parking Facility  
26 Smull Avenue  
Caldwell, New Jersey**

**Dear Mr. Banker:**

Beckmeyer Engineering, P.C. (B.E.) is pleased to present a Proposal encompassing the Design and Construction Observation Services to the Borough of Caldwell (Borough) for the above Project. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

**SCOPE:** We propose to provide Design and Construction Observation Services for the above referenced project having a construction duration of sixty (#60) days from the Contractor signing of the Contract. The project will require in the installation of Belgium block curbing, entrance(s) onto Smull Avenue, asphaltic pavement, drainage system, lighting, landscaping and line stripping. Existing sidewalk, curbing, pavement and driveway retrofit on Smull Avenue as appropriate. ADA ramps will be added to comply with current requirements, which includes installation of detectable warning surfaces at correct slopes, if required. Pavement markings will be installed in accordance with standards set forth in the *Manual on Uniform Traffic Control Devices*. Curb pieces and bicycle safe grates will be installed, where and if required, throughout the project limits. This project does not anticipate any design requirements beyond the boundary of the project which includes the R.O.W. (right of ways) of the above referenced streets or into the County Roads or County Parks. Any design or work required or requested beyond the preceding outline this boundary is outside this scope and not within this proposal. Certified surveying and topographical work will not be performed, but will be required by a sub-consultant. All other information/plans will be generated by use of tax maps and field measurements. Any work beyond the above referenced Construction duration will not be performed without subsequent Borough approval and if approved will be billed by our hourly rates to the Borough (below) for this work and for work beyond the scope (if requested by the Borough). When approved work will be completed to go out to bid in not more than twelve weeks after receipt of above-mentioned survey. (unless work outside the above scope is required or requested or delayed by outside agencies.) This Project will be design in full but will more than likely be bid out in Phases to match building demolition. This Proposal is to cover one Bid cycle (initial), additional bid cycles are not within this proposal but referenced in the "Fee" section.

**SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for design services:
  - a) Perform a site visit and prepare plans using general information and field measurements. A certified survey and/or topographic mapping is NOT proposed in this proposal but will be required for this project. Proposals will be requested by Beckmeyer Engineering and submitted to the Mayor and Council for acceptance and approval
  - b) Design preliminary parking lot layouts for acceptance by the Borough.
  - c) Design construction plans and specifications in accordance with NJDOT (current), NJDEP and the Borough's requirements.
  - d) Design the Parking Facility Layout to be installed and utilized in two or three phases.
  - e) Prepare and submit a Hudson-Essex-Passaic Soil Conservation District Plan and application
  - f) Prepare bid documents and advertisement of the project for first phase or entire parking facility initially. Any bids or advertisements for phases after the initial phase is not part of proposal. A fee as per an additional phase bid is not part of the proposal but will be mentioned below "Fee" section.
  - g) Perform "Pre-bid" meeting.
  - h) Review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.
  
- 2) Beckmeyer Engineering will perform the following scope of services for all site observation services:
  - a) Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the construction activities.
  - b) Review and approve shop drawings
  - c) Provide site observation services during the construction phase.
  - d) Review contractor invoices and submit to the Borough for approval.
  - e) Final inspection of the project.

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. ROW Location Determination
2. Certified Survey
3. Topographical Survey
4. Permit Fees
5. New Jersey Department of Environmental Protection Permits
6. Right-of-Way and/or Easement Plans or Descriptions
7. Structural Plans (Including Retaining Walls)
8. Material Testing

**FEE:** The fee for of the above scope will not exceed \$21,000 for the design phase and \$18,500 for the Construction Phase, the rates as outlined in the following table. Any work beyond this scope will not be performed without subsequent Borough approval. To produce additional phase drawings, specifications, site observation work and bid advertisement the Fee would be an additional \$12,500 per phase. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**Re: Proposal Professional Services  
Proposed Parking Facility  
26 Smull Avenue  
Caldwell, New Jersey**

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

The above rate table is being proposed based prior Borough preference and on the history between Beckmeyer Engineering and the Borough.

**REIMBURSABLE EXPENSES:** Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost + 10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00 pm with more than 1-1/2 hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

*11"x17" @ \$ 2.50  
18"x 24" @ \$4.50  
24"x 36" @ \$ 9.00  
34"x 48" @ \$12.00*

Yours Truly,  
Beckmeyer Engineering, P.C.

  
Glenn M. Beckmeyer, P.E., P.P., C.M.E.,CFM  
President

Please sign one copy and return.

Borough of Caldwell

\_\_\_\_\_  
Thomas Banker  
Business Administrator





**BECKMEYER**  
**ENGINEERING, P.C.**

Borough of Caldwell  
1 Provost Square  
Caldwell, NJ 07006

March 21, 2021

Attn: Mr. Thomas Banker  
Business Administrator

Re: Professional Services Proposals  
Community Center Office Area/Lower Club Area Selective Interior Demolition Specification and Site Observation  
Provost Square  
Caldwell, New Jersey

Dear Mr. Banker:

Beckmeyer Engineering, P.C. (B.E.) is pleased to present Proposals encompassing the Specifications, Design and Site Observation Services to the Borough of Caldwell (Borough) for the Selective Interior Demolition of the Community Center Office Area and Lower Club Area. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

**SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for design services:
  - a. Perform site visits and prepare plans and specifications using general information, existing plans and field measurements. A certified survey and/or topographic mapping is NOT proposed for this project.
  - b. Prepare a Selective Interior Demolition Plan and Specifications under the Borough's requirements.
  - c. Demolition will include all materials to the interior of the external walls, concrete floor and roof decking. All non-bearing walls will be removed from the floor to the roof deck. All flooring materials will be removed from the floor. All plumbing will be removed to the floor, exterior walls (of office area), roof deck, and/or service locations except for supply and drains to the HVAC rooftop units. All electrical and communication wiring/cabbling will be removed to the sub panels and/or communication hub except for supply to the HVAC rooftop units. All HVAC ducts to be removed to the roof top curbs.
  - d. Prepare bid documents and advertise the project for public bidding.
  - e. Perform a "Pre-Bid" meeting.
  - f. Review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.
  
- 2) Beckmeyer Engineering will perform the following scope of services for all site observation services:
  - a. Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the demolition activities.
  - b. Provide site observation services during the demolition phase.
  - c. Review contractor invoices and submit to the Borough for approval.
  - d. Final inspection of the project.

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. Underground Tank Survey
2. Hazardous Material Survey
3. Soil Erosion plans and specifications in accordance with HEPSCD
4. ROW Location Determination
5. Certified Survey
6. Topographical Survey
7. Drainage Study and/or design
8. Permit Fees
9. New Jersey Department of Environmental Protection Permits
10. Right-of-Way and/or Easement Plans or Descriptions
11. Structural Plans (Including Retaining Walls)
12. Material Testing (if required)

**FEE** The fee for of the above scope will not exceed \$13,750 for the Design Phase and \$15,500 for the Construction Phase. The cost will not exceed this amount unless prior Borough approval is granted. Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

Reimbursable Costs: Photography, all printing and reproduction work, special mail, delivery service costs are reimbursable to the Engineer and are in addition to fees. Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost +10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00pm with more than 1 ½ hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

- 11"x 17" @ \$ 2.50
- 18"x 24" @ \$ 5.00
- 24"x 36" @ \$ 10.00
- 34"x 48" @ \$15.00

**Re: Professional Services Proposal**  
**Community Center Office Area/Lower Area Interior Demolition Specification and Site Observation**  
**Provost Square**  
**Caldwell, New Jersey**

**Page 3 of 3**

Yours Truly,  
Beckmeyer Engineering, P.C.



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**Glenn M. Beckmeyer, P.E., P.P., C.M.E., CFM**  
**President**

**Please sign one copy and return.**

**Borough of Caldwell**

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**Thomas Banker**  
**Business Administrator**



**Borough of Caldwell  
1 Provost Square  
Caldwell, NJ 07006**

**March 21, 2021**

**Attn: Mr. Thomas Banker  
Business Administrator**

**Re: Professional Services Proposals  
Demolition Specification, Design and Site Observation  
26 Smull Avenue  
Caldwell, New Jersey**

**Dear Mr. Banker:**

Beckmeyer Engineering, P.C. (B.E.) is pleased to present Proposals encompassing the Specifications, Design and Site Observation Services to the Borough of Caldwell (Borough) for the demolition of 26 Smull Avenue. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

**SCOPE OF SERVICES**

- 1) Beckmeyer Engineering will perform the following scope of services for design services:
  - a. Perform site visits and prepare plans and specifications using general information and field measurements. Information from Underground Radar Survey and Environmental Hazardous Material Survey (not done by this office, but information will be required) A certified survey and/or topographic mapping is NOT proposed for this project.
  - b. Prepare a Soil Erosion plans and specifications in accordance with HEPCSD (current and if required) and the Borough's requirements.
  - c. Prepare bid documents and advertise the project for public bidding.
  - d. Review all submitted bids and supply the Mayor and Council the lowest responsible bidder for award.
  
- 2) Beckmeyer Engineering will perform the following scope of services for all site observation services:
  - a. Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies and other parties affected by the demolition activities.
  - b. Provide site observation services during the demolition phase.
  - c. Review contractor invoices and submit to the Borough for approval.
  - d. Final inspection of the project.

Re: Professional Services Proposals  
 Demolition Specification, Design and Site Observation  
 26 Small Avenue  
 Caldwell, New Jersey

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. Underground Tank Survey (Approximate = \$2,500 paid to others)
2. Hazardous Material Survey (Approximate = \$2,500 paid to others)
3. ROW Location Determination
4. Certified Survey
5. Topographical Survey
6. Drainage Study and/or design
7. Permit Fees
8. New Jersey Department of Environmental Protection Permits
9. Right-of-Way and/or Easement Plans or Descriptions
10. Structural Plans (Including Retaining Walls)
11. Material Testing (if required)

**FEE:** The fee for of the above scope will be \$14,000. The cost will not exceed this amount unless prior Borough approval is granted. Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

Reimbursable Costs: Photography, all printing and reproduction work, special mail, delivery service costs are reimbursable to the Engineer and are in addition to fees. Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost +10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00pm with more than 1 ½ hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

- 11"x 17" @ \$ 2.50
- 18"x 24" @ \$ 5.00
- 24"x 36" @ \$ 10.00
- 34"x 48" @ \$15.00

**Re: Professional Services Proposals  
Demolition Specification, Design and Site Observation  
26 Smull Avenue  
Caldwell, New Jersey**

**Page 3 of 3**

**Yours Truly,  
Beckmeyer Engineering, P.C.**



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**Glenn M. Beckmeyer, P.E., P.P., C.M.E., CFM  
President**

**Please sign one copy and return.**

**Borough of Caldwell**

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**Thomas Banker  
Business Administrator**



**BECKMEYER**  
**ENGINEERING, P.C.**

**Borough of Caldwell**  
**1 Provost Square**  
**Caldwell New Jersey 07002**

**March 21, 2021**

**Attn: Mr. Thomas Banker**  
**Business Administrator**

**Re: Proposal Professional Services**  
**2020 Morris County CO-OP Roadway Program**  
**Ryerson Avenue, Ravine Avenue, Ashland Street and Gould Place**  
**Caldwell, New Jersey**

**Dear Mr. Banker:**

Beckmeyer Engineering, P.C. (B.E.) is pleased to present a Proposal encompassing the Construction Observation Services to the Borough of Caldwell (Borough) for the above Project. We have listed the various items and disciplines that we will be offering to perform this work for the Borough. We appreciate this opportunity to submit this proposal.

SCOPE: We propose to provide Construction Observation Services for the above referenced project having a construction duration of seven (#7) days. The project will only include milling and paving with additional base repairs where required. The design will not include adding Belgium Block curbs nor sidewalk or apron repair work on any road. It does NOT include Drainage facilities, therefore any drainage facility design is outside this scope. Sanitary Sewer inspection and replacement is also not included in this proposal. Pavement markings will be installed in accordance with standards set forth in the *Manual on Uniform Traffic Control Devices*. Curb pieces and bicycle safe grates will be installed, where and if required, throughout the project limits. This project does not anticipate any design requirements beyond the boundary of the project which includes the R.O.W. (right of ways) of the above referenced streets or into the County Roads or County Parks. Any design or work required or requested beyond the preceding outline this boundary is outside this scope and not within this proposal. Certified surveying and topographical work will not be performed, nor plans be generated. Any work beyond the above referenced Construction duration will not be performed without subsequent Borough approval and if approved will be billed by our hourly rates to the Borough (below) for this work and for work beyond the scope (if requested by the Borough).



**Re: Proposal Professional Services  
 2020 Morris County CO-OP Roadway Program  
 Ryerson Avenue, Ravine Avenue, Ashland Street and Gould Place  
 Caldwell, New Jersey**

**SCOPE OF SERVICES**

Beckmeyer Engineering will perform the following scope of services:

1. Perform a site visit of designated Caldwell Roads
2. Prepare roadway construction preliminary values for the Morris County CO-OP paper work
3. Contact Morris County CO-OP Contractor with preliminary values and schedule work.
4. Coordinate and attend a pre-construction meeting with appropriate Borough officials, utility companies, other parties affected by the construction activities and the Morris county CO-OP Contractor.
5. Provide site observation services during the construction phase.
6. Review contractor invoices and submit to the Borough for approval.
7. Final inspection of the project.

**ITEMS NOT INCLUDED IN THIS PROPOSAL**

The following items are not anticipated to be part of this project and are therefore not included within this proposal or proposed fee:

1. Design or Production of Drawings
2. ROW Location Determination
3. Certified Survey
4. Topographical Survey
5. Drainage Study and/or design
6. Soil Erosion and Sediment Control Plan Certification
7. Permit Fees
8. New Jersey Department of Environmental Protection Permits
9. Right-of-Way and/or Easement Plans or Descriptions
10. Structural Plans (Including Retaining Walls)
11. Material Testing (required by the NJDOT.) If required to pay, the cost would be approximately \$5,000.00 which is NOT in this proposal

**FEE:** The fee for of the above scope will not exceed \$9,750 for the Construction Phase, the rates as outlined in the following table. Any work beyond this scope will not be performed without subsequent Borough approval. Our hourly rates to the Borough for this work and for work beyond the scope (if requested by the Borough) are as follows:

**HOURLY RATES (range):**

CLASSIFICATION	BILLING RATE(R)	HOURS CHARGED(H)	RxH
PRINCIPAL	135.00		
PROFESSIONAL ENGINEER	100.00 – 125.00		
SENIOR ENGINEER	90.00 – 125.00		
STAFF ENGINEER	80.00 – 105.00		
GRANT WRITER	125.00 – 130.00		
CADD/DESIGN/DRAFTS PERSON	80.00 – 100.00		
HEAD FIELD	75.00 – 100.00		
FIELD	65.00 - 90.00		
TECHNICAL SUPPORT	65.00		

The above rate table is being proposed based prior Borough preference and on the history between Beckmeyer Engineering and the Borough.

**Re: Proposal Professional Services  
2020 Morris County CO-OP Roadway Program  
Ryerson Avenue, Ravine Avenue, Ashland Street and Gould Place  
Caldwell, New Jersey**

**Page 3 of 3**

REIMBURSABLE EXPENSES: Contracted Services including sub consultants, subcontractors, printers, messengers and express mailing services shall be billed at cost + 10%. Mail notifications for The Borough and/or other agencies. Reimbursement for Application Fees and fees for all Agencies or material costs. Also, travel expenses (port to port) for trips with a mileage cost of \$0.50 per mile and tolls. Additional meetings outside the Town will be billed by time, mileage and tolls. Overnight accommodations and time will be charged if meetings outside the town extend past 10:00 pm with more than 1-1/2 hours of travel time back to the town. Direct expenses as blueprinting, reproduction, messenger, and delivery services (Express Mail) shall be reimbursable at cost + 10%. Blueprints, beyond three submitted to the client, if done at our office will be invoiced as follows:

*11"x17" @ \$ 2.50*

*18"x 24" @ \$4.50*

*24"x 36" @ \$ 9.00*

*34"x 48" @ \$12.00*

Yours Truly,  
Beckmeyer Engineering, P.C.



Glenn M. Beckmeyer, P.E., P.P., C.M.E., CFM  
President

**Please sign one copy and return.**

**Borough of Caldwell**

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**Thomas Banker**  
**Business Administrator**