

RESOLUTION NO. 2023-222

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 1, IN THE AMOUNT OF \$8,933.59 TO PROFESSIONAL SERVICES CONTRACT NO. C22-0066, ISSUED TO CONSULTING & MUNICIPAL ENGINEERS, HOWELL, NJ.

WHEREAS, the City Council of the City of Vineland, on June 28, 2022 adopted Resolution No. 2022-262, Authorizing a Professional Services Contract with Consulting & Municipal Engineers, Howell, NJ, for Construction Inspection & Material Testing Services for Landis Avenue, Phase VI, in an amount not to exceed \$141,408.83”; and

WHEREAS, there exists a need to amend and supplement the Professional Services contract awarded to Consulting & Municipal Engineers, for the above professional services as authorized by Resolution No. 2022-262; said change order to Contract No. C22-0066 is necessary due to the design changes required throughout the project to address actual field conditions. The grading of the roadway and concrete curb had to be reconfigured to reduce the impact to the right of way and driveway aprons and sidewalk layout had to be revised to meet future phases of the project. In addition to design changes, the time to complete the contract has been prolonged due to both weather conditions and corrective actions required to be completed by the contractor; and

WHEREAS, the Chief Financial Officer has certified that funds for the amendment requested herein are available; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland as follows:

1. THAT said amendatory supplemental change order #1 to Contract No. C22-0066, issued to Consulting & Municipal Engineers, Howell, NJ, in the amount of \$8,933.59, be and the same is hereby ratified and approved.

2. THAT the Purchasing Agent be and the same is hereby authorized to issue an amendatory supplemental change order #1 to Contract No. C22-0066, in the amount of \$8,933.59.

Adopted:

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President of Council

ATTEST:

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City Clerk



May 16, 2023

REPORT

TO: THE MAYOR AND COUNCIL

RE: Amendatory Supplemental Change Order No. 1  
Contract No. C22-0066  
Construction Inspection & Material Testing - Landis Avenue, Phase VI  
Consulting & Municipal Engineers, Howell, NJ

Dear Mayor and Member of Council:

We are requesting an amendatory supplemental change order to Contract No. C22-0066 issued to Consulting & Municipal Engineers, Howell, NJ for Construction Inspection & Material Testing Services for Landis Avenue, Phase VI. This contract was authorized by Resolution No. 2022-262, adopted by City Council on June 28, 2022.

The change order requested in the amount of \$8,933.59 is necessary due to the design changes required throughout the project to address actual field conditions. The grading of the roadway and concrete curb had to be reconfigured to reduce the impact to the right of way and driveway aprons and sidewalk layout had to be revised to meet future phases of the project. In addition to design changes, the time to complete the contract has been prolonged due to both weather conditions and corrective actions required to be completed by the contractor. This change order will increase the original contract amount from \$141,408.83 to \$150,342.42.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:34-4.1 et seq.

Sincerely,

Robert Dickenson  
Business Administrator

RD/wr



REQUEST FOR CHANGE ORDER



FOR:

LANDIS AVENUE PHASE 6 INSPECTION SERVICES

PROJECT NAME

Res 2022-202  
RFP 2022-16

TO: BUSINESS ADMINISTRATION

DEPARTMENT: ADMIN / CITY ENG.

FROM: DAVID J. MAILLET

This is a request for change order # 1 to Contract # C22-0115-011 for: 0066

Project Name LANDIS AVENUE PHASE 6 INSPECTION SERVICES

Name/Address of

Contractor: CME Associates

The change order is necessary because: (use additional pages if necessary to explain your reason and you must attach \*documentation to support the necessity of this change order.

\*(Documentation from contractor, engineer, etc.)

**SEE ATTACHED**

Original Contract Amount:	\$ <u>141,408.83</u>
Amount of this change order:	\$ <u>8,933.59</u>
Previous Change Orders:	\$ <u>0</u>
Total Revised Amount:	\$ <u>150,342.42</u>

APPROVED BY: DAVID J. MAILLET  
Print/type

[Signature]  
Signature

**NOTE:**

**CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT**

Please provide the account number that the change order will be charged to:

Account # C-04-00000-<sup>2120</sup>~~3372~~-78001

CC: Purchasing Division

[Signature]

[Signature]

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  
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BRUCE M. KOCH, PE, PP, CME  
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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  
KEITH CHIARAVALLA, PE, CME

March 30, 2023

Mr. Rick Caudill, PE, CME  
Supervising Engineer  
Vineland City Hall  
640 East Wood Street  
Vineland, NJ 08360

**Re: Resurfacing of Landis Avenue, Phase 6  
Vineland City, Cumberland County, New Jersey  
Federal Project No.: STBGP-0056(307)  
NJDOT Job No.: 6014449**

Dear Mr. Caudill:

As previously discussed, please review and accept this request for additional professionals' services budget for the above referenced project. As you are aware, the project generally consists of pedestrian and roadway improvements on Landis Avenue between Mill Road and Route 55. Improvements include installation of concrete sidewalk, removal and replacement of storm sewer infrastructure, installation of traffic striping, and the resurfacing of the roadway.

There have been design changes required throughout the project to address actual field conditions. The grading of the roadway and concrete curb had to be reconfigured to reduce the impact to the right of way and driveway aprons and sidewalk layout had to be revised to meet future phases of the project. In addition to design changes, the time to complete the contract has been prolonged due to both weather conditions and corrective actions required to be completed by the contractor.

Based on the above, we respectfully request an increase in our professional's services budget based on the increase in man-hours needed to see the project through to completion. Our scope of work will continue to be per the original RFP and contract award. Our additional fee request is **\$8,933.59** based on the enclosed man-hour budget sheet.

We thank you for this continued opportunity to continue working with the City. Should you have any questions concerning this matter, please do not hesitate to contact me.

Very truly yours,  
**CME Associates**

Ed D'Armiento, PE, CME, CFM  
For the Firm

Enclosure (Budget Estimate)

S:\Vineland\Project Files\CVI00503.01 - Landis Ave Phase VI\Proposal & Work Orders\23-03-30 Landis Avenue Phase VI Addition Fee Estimate.docx

LANDIS AVENUE, PHASE VI (MILL ROAD TO ROUTE 55)  
 CITY OF VINELAND, CUMBERLAND COUNTY  
 FEDERAL NO: STBGP-0056(307), NJDOT NO: 6014449



Cost Proposal for Additional Construction Inspection & Material Testing Services

**CME Associates**

		CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	Mallick & Scherer		
TASK	DESCRIPTION	Gregory R. Valesi Partner in Charge	Trevor Taylor QA/QC	Edward D'Armiento PM/RE	Kyle Ebersole Engineering Support	Justin Davies Lead Inspector	Jose Bedoya (DBE) Inspection Support	<b>Subtotal</b>	
A.1	Pre-Construction							0	
A.2	Construction Management & Inspection Tasks							0	
A.3	Post Construction	2	4	24	24	24		78	
	TOTAL HOURS	2	4	24	24	24	0	78	
	DIRECT LABOR RATE*	\$ 75.00	\$ 65.00	\$ 50.00	\$ 38.00	\$ 40.00	\$ 35.00		
	SUBTOTAL ENGINEERING FEES	\$ 150.00	\$ 260.00	\$ 1,200.00	\$ 912.00	\$ 960.00	\$ -	\$ 3,482.00	

CME - NJDOT APPROVED OVERHEAD RATE 123.10% \$ 4,286.34

DBE SUBCONSULTANT (M&S) OVERHEAD RATE 101.57% \$ -

NOTES:

\* Direct Labor rate shown is the estimated average direct salary rate of the employees proposed for given Labor Classification. Billing will be on actual direct salary of individuals utilized for the project.

LABOR & OH SUBTOTAL \$ 7,768.34

Project Oversight Calculated assuming 3 calendar days for remaining corrections and project closeout.

Profit 15.00%  
**Profit \$ 1,165.25**

No reimbursable expenses (mileage, printing, etc.) are to be sought.

**TOTAL ESTIMATED FEE \$ 8,933.59**

No escalation factor is proposed. CME calculated a fee factor of 22.5% based on the project Size, Complexity, Duration, and Degree of Risk. We have utilized a fee factor of 15% for this project.

CHECK FIX FEE TO BE WITHIN FED ACQ REG RANGE (6-15%) 15.00%