

RESOLUTION NO. 2024-_____

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 2, IN THE AMOUNT OF \$99,030.05 TO PROFESSIONAL SERVICES CONTRACT NO. C23-0007, PURCHASE ORDER NO. 23-04221, ISSUED TO CME ASSOCIATES, CAMDEN, NJ.

WHEREAS, the City Council of the City of Vineland, on June 13, 2023, adopted Resolution No. 2023-254, entitled "A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CME ASSOCIATES, CAMDEN, NJ FOR ENGINEERING SERVICES FOR INSPECTION AND MATERIAL TESTING FOR LANDIS AVENUE PHASE 5 AND SIGNAL UPGRADES, IN AN AMOUNT NOT TO EXCEED \$144,277.18"; and

WHEREAS, there exists a need to amend and supplement the Professional Services contract awarded to CME Associates, in connection with the Engineering Services for Inspection and Material Testing for Landis Avenue Phase 5 and Signal Upgrades, as authorized by Resolution No. 2023-254, COV RFQ 2022-50, said amendment is necessary to provide for design changes that were necessary due to conflicts found during test pitting. The completion time for the contract was extended due to design modifications; 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 #2 to Contract No. C23-0007, Purchase Order No. 23-04221, issued to CME Associates, Camden, NJ, in the amount of \$99,030.05, 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 to Contract No. C23-0007, Purchase Order No. 23-04221, in the amount of \$99,030.05.

Adopted:

President of Council

ATTEST:

City Clerk



December 23, 2024

REPORT

TO: THE MAYOR AND COUNCIL

RE: Amendatory Supplemental Change Order No. 2
Contract No. C23-0007
Engineering Services for Inspection and Material Testing for Landis Avenue
Phase 5 and Signal Upgrades
CME Associates, Camden, NJ

Dear Mayor and Member of Council:

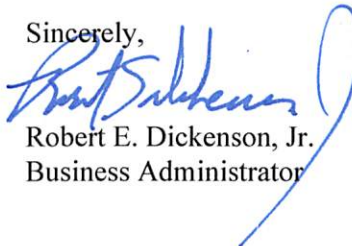
We are requesting an amendatory supplemental change order to Contract No. C23-0007, Purchase Order No. 23-04221, issued to CME Associates, Camden, NJ for Engineering Services for Inspection and Material Testing for Landis Avenue Phase 5 and Signal Upgrades. This contract was authorized by Resolution No. 2023-254, adopted by City Council on June 13, 2023.

The change order requested in the amount of \$99,030.05 will provide for design changes that were necessary due to conflicts found during test pitting. These included drainage improvements on Mill Road and Orchard Road, adjustments to grading, reconfigured curbs, and modified driveway aprons and sidewalks. The completion time for the contract was extended due to design modifications.

This change order, plus change #1 (\$114,610.27) will increase the original contract amount from \$144,277.18 to \$357,917.50.

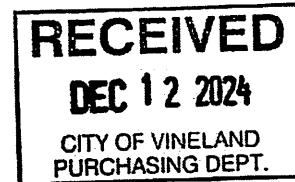
The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:30-11.1 et seq.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert E. Dickenson, Jr.", is written over the typed name and title.

Robert E. Dickenson, Jr.
Business Administrator

RD/wr



REQUEST FOR CHANGE ORDER FOR
CONTRACTS

PROJECT NAME: Landis Avenue Phase V & Signals Upgrades

CONTACT NAME: David J. Maillet DEPARTMENT: Engineering

CHANGE ORDER REQUEST NUMBER: 2 CONTRACT NUMBER: C23-0007

PO NUMBER: 23-04221

NAME AND ADDRESS OF CONTRACTOR: CME Associates
1460 Route 9 South, Howell, NJ 07731

REASON FOR CHANGE ORDER (DOCUMENTATION MUST BE SUBMITTED TO SUPPORT THIS REQUEST. USE ADDITIONAL PAGES IF NECESSARY): Design changes were necessary due to conflicts found during test pitting. These included drainage improvements on Mill Rd and Orchard Rd, adjustments to grading, reconfigured curbs, and modified driveway aprons and sidewalks.

The completion time for the contract was extended due to design modifications.

ORIGINAL CONTRACT AMOUNT:	\$ <u>144,277.18</u>
AMOUNT OF THIS CHANGE ORDER REQUEST:	\$ <u>99,030.05</u>
PREVIOUS CHANGE ORDER AMOUNTS:	\$ <u>114,610.27</u>
TOTAL REVISED CONTRACT AMOUNT:	\$ <u>357,917.50</u>

ACCOUNT NUMBER FOR CHANGE ORDER: C-04-00-000-2420-78001

TRACKING ID(S): 1109 COMMODITY CODE(S): 925

APPROVED BY: David J. Maillet

(PRINT NAME)

David J. Maillet

(SIGNATURE)

PLEASE NOTE: CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

COPY TO:
PurchasingOffice@vinelandcity.org



**Consulting & Municipal
ENGINEERS**

December 9, 2024

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

**Re: Landis Avenue, Phase V & Signals Upgrades
Additional Fee Estimate for Construction Inspection & Material Testing Services
City of Vineland, Cumberland County, New Jersey**

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 drainage improvements, traffic signal replacement, pedestrian improvements, and roadway improvements on Landis Avenue between Mill Road and Orchard Avenue. Improvements include installation of concrete sidewalk, removal and replacement of storm sewer infrastructure, removal and replacement of existing traffic signals, 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 redesign/relocation of the drainage improvements within the project limits was required due to conflicts discovered during test pitting activities. Additional drainage improvements were also required to tie into the future drainage improvements along Mill Road. Orchard Road drainage improvements were required to be added to address a low spot created by the proposed grades to maintain ADA compliance. The grading of the roadway and concrete curb had to be reconfigured to ensure positive drainage and reduce the impact to the right of way and driveway aprons and sidewalk layout had to be revised to meet existing conditions within the project limits. In addition to design changes, the contract time for the Construction Inspection differed from the contractor's contract length. The time to complete the contract has been prolonged due to design changes, additional drainage work at the Mill Road and Orchard Road intersections, 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 based on the most recent updated punch list issued by our office on 11/21/24. All work, including punch list work, is anticipated to be completed by 12/31/2024. Our scope of work will continue to be per the original RFP and contract award. Our additional fee request is **\$99,030.05** based on the enclosed man-hour budget sheet.

CONSULTING AND MUNICIPAL ENGINEERS LLC

NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000

S:\Vineland\Project Files\Barnegat, Berlin, Camden, Howell, Medford, Monmouth Junction, Radnor Fee Estimate.docx



Consulting & Municipal
ENGINEERS

Rick Caudill, PE, CME Supervising Engineer
Re: Landis Avenue, Phase 5 & Signals Upgrades
Fee Estimate for Additional Professional Engineering Services

December 9, 2024
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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)

LANDIS AVENUE, PHASE 5 & SIGNALS UPGRADES
CITY OF VINELAND, CUMBERLAND COUNTY



Cost Proposal for Construction Inspection & Material Testing Services

CME Associates

TASK	DESCRIPTION	CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	CME ASSOCIATES	Subtotal
		Gregory R. Valesi Partner in Charge	Trevor Taylor QA/QC	Edward D'Armentio PM/RE	Charlie Clarke Engineering Support	Piero Benites Engineering Support	Robert Gallagher Lead Inspector	
A.2	Additional Construction Management & Inspection Tasks		10	42	70	240	410	772
	TOTAL HOURS	0	10	42	70	240	410	772
	DIRECT LABOR RATE*	\$ 120.00	\$ 100.00	\$ 60.00	\$ 45.00	\$ 40.00	\$ 60.00	
	SUBTOTAL ENGINEERING FEES	\$ -	\$ 1,000.00	\$ 2,520.00	\$ 3,150.00	\$ 9,600.00	\$ 24,600.00	\$ 40,870.00

CME - NJDOT APPROVED OVERHEAD RATE 110.70% \$ 45,243.09

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.

Project Oversight Calculated assuming all work completed prior to 12/31/24 for construction per the updated punchlist sent out 11/21/24. It has been budgeted for an inspector to be onsite 8 hours a day during all critical construction activities. 30 additional days have been budgeted for post-construction oversight activities.

No additional material testing has been included.

No escalation factor is proposed. CME calculated a fee factor of 24% based on the project Size, Complexity, Duration, and Degree of Risk. We have utilized a fee factor of 15% for this project.

\$ 45,243.09
LABOR & OH SUBTOTAL \$ 86,113.09

Profit 15.00%
Profit \$ 12,916.96

TOTAL ESTIMATED FEE \$ 99,030.05

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