

**CITY OF NORTHFIELD COUNCIL WORK SESSION MEETING AGENDA
JANUARY 21, 2025**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised in the Press of Atlantic City on Saturday, January 6, 2024, and in accordance with Public Law 1975, Chapter 231.

FLAG SALUTE

COUNCIL ROLL CALL: Carfagno, Dewees, Kern, Notaro, Polistina, Smith, Bucci
MAYOR: Chau

COMMITTEE REPORTS

Councilman Polistina	Finance and Collections; Library; Municipal Alliance; Senior Citizens; Affordable Housing
Councilman Dewees	Buildings/Grounds, Athletic Fields; Birch Grove Park, Bike Path, 1 st Street Playground, Veterans Park; Public Works: Roads, Engineering
Councilwoman Kern	Northfield Sports (FAN)
Councilwoman Bucci	Insurance and Safety; Inspections, Housing/Zoning; Planning Board; Economic Development / Chamber of Commerce
Councilman Smith	Central Municipal Court; Little League and Babe Ruth; Northfield Community School; Shared Services
Councilwoman Carfagno	Fire Department / EMS; Technology / MRHS Channel; Cultural Committee / Veteran Liaison; Mainland Regional
Councilman Notaro	Sewer Operations

AD HOC COMMITTEES

Electric Vehicles	Councilmen Polistina, Notaro
Special Event Ordinance	Councilwoman Bucci, Councilman Dewees
Road Opening Ordinance	Councilmen Dewees and Notaro

WORK SESSION / TOPICS FOR DISCUSSION – ONGOING BUSINESS

1. Engineering Projects
 - a. Sanitary Sewer Main and Manhole Rehabilitation
 - b. NJ DOT Juniper Drive Project
 - c. 2024 Local Recreation Improvement Grant for parking improvements BGP

WORK SESSION / TOPICS FOR DISCUSSION – NEW BUSINESS

- Standing Item – New Grant Opportunities
- Prohibition of Certain Activities in and on the lakes at Birch Grove Park
- Definition of Veteran Liaison Committee Responsibilities

REVIEW OF REGULAR MEETING AGENDA

PUBLIC SESSION/ FIVE MINUTES PER SPEAKER

ADJOURNMENT

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

December 18, 2024

VIA EMAIL

Mayor & Council
City of Northfield
1600 Shore Road
Northfield, NJ 08225

**Re: City of Northfield
Various Sanitary Sewer Main and Manhole Rehabilitations
D&A File #: NC-C-004**

Dear Mayor and Council:

As requested by the City, **DeBlasio & Associates, P.C.** is pleased to provide our proposal for additional professional engineering phase services for the re-bid of the **Various Sanitary Sewer Main and Manhole Rehabilitations** project.

On August 28, 2024, the City received one bid in the amount of \$344,150.00, which exceeded the engineer's estimate of \$255,770.00. This cost difference can be directly attributed to the traffic control requirements instituted by the Atlantic County Engineer's office upon their review of the plans. On November 15, 2024, our office met with representatives of the County engineer's office, City council and the City DPW to discuss modifications to the traffic control plan. The City has requested our office to prepare plans and specifications to accomplish the following tasks:

1. Evaluate and revise traffic control plans, incorporating Northfield police presence where possible to reduce signage and increase safety.
2. Revise detour plan for Shore Road (CR585) and Zion Road (CR615) to show a single lane closure on the southbound side.
3. Revise specifications to state that work at the intersection of Shore Road (CR585) and Zion Road (CR615) will require a single lane closure on the southbound side and shall be completed between 8 P.M. and 6 A.M.
4. Revise specifications to state that work at the intersection of Zion Road (CR615) and Mill Road (CR662) shall be completed between 10 P.M. and 6 A.M.


Based on our research of other similar publicly bid projects and the previously bid project, our engineer's estimate of construction cost is approximately \$325,000.00. The traffic control required at Zion and Mill

roads cannot be reduced from original requirements. Enclosed please find one (1) copy of the Engineer's Estimate of Construction Cost for your review. To complete the above referenced scope of work, our professional service fee is listed below:

- | | |
|---|------------|
| ➤ Additional Engineering Phase Cost: | \$3,500.00 |
| • Design Plans and Specifications | |
| • Public Bidding Procurement | |
| • Contract Administration | |

Should you have any questions or require additional information, please do not hesitate to contact me or Nancy Mauro, P.E. at our office.

Very truly yours,
DeBlasio & Associates, P.C.


Marc DeBlasio, P.E., P.P., C.M.E.
President
T: 609-854-3311
Marc@deblasioassoc.com

cc: Mary Canesi, Clerk (via email w/encl.)
Dawn Stollenwerk, CFO (via email w/encl.)
Qwin Vitale, Public Works Superintendent, (via email w/encl.)
Nancy Mauro, P.E. (via email w/encl.)
Finance (via email)

ENGINEER'S CONSTRUCTION COST ESTIMATE

Client: City of Northfield
 Date: December 9, 2024
 Project Name: Sanitary Sewer Main and Manhole Rehabilitation
 D&A Project #: NC-C-004

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	MAINTENANCE AND PROTECTION OF TRAFFIC	LUMP SUM	LUMP SUM	0	LUMP SUM	\$100,000.00	\$75,000.00
2	TEMPORARY BYPASS PUMPING SYSTEM	LUMP SUM	LUMP SUM	0	LUMP SUM	\$27,000.00	\$27,000.00
3	CLEAN AND TELEWISE SANITARY SEWER MAIN - PRE INSTALLATION	L.F.	1,009	91	1,100	\$10.00	\$11,000.00
4	CURED-IN-PLACE PIPE, 8" DIAMETER	L.F.	322	28	350	\$80.00	\$28,000.00
5	CURED-IN-PLACE PIPE, 15" DIAMETER	L.F.	226	24	250	\$120.00	\$30,000.00
6	CURED-IN-PLACE PIPE, 18" DIAMETER	L.F.	461	39	500	\$140.00	\$70,000.00
7	4' DIAMETER SANITARY SEWER MANHOLE BENCH & INVERT REHABILITATION	UNIT	1	0	1	\$12,000.00	\$12,000.00
8	4' DIAMETER SANITARY SEWER MANHOLE REHABILITATION WITH BENCH & INVERT	UNIT	2	0	2	\$28,000.00	\$56,000.00
9	CLEAN AND TELEWISE SANITARY SEWER MAIN - POST INSTALLATION	L.F.	1,009	91	1,100	\$10.00	\$11,000.00
10	ALLOWANCE: UNFORESEEN ITEMS	DOLLAR	0	5,000	5,000	\$1.00	\$5,000.00

TOTAL ESTIMATED CONSTRUCTION COST, BID ITEMS 1 - 10: \$325,000.00

The above cost estimate is an approximation of the probable construction cost based upon recent bid prices and assumes that the Contractor will pay wages on this project in conformance with the New Jersey Prevailing Wage Rate Act and Federal Davis Bacon Wage Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or actual

Prepared by:


 Marc DeBlasio, P.E., City Engineer

12/9/2024
 Date

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

December 18, 2024

VIA EMAIL

Mayor & Council
City of Northfield
1600 Shore Road
Northfield, NJ 08225

**Re: City of Northfield
FY2025 NJDOT Municipal Aid
Reconstruction of Juniper Drive – Cedarbridge Road to Mill Road
Survey and Engineering Design Services
D&A File #: NC-C-008**

Dear Mayor and Council:

DeBlasio & Associates, P.C. is pleased to provide our proposal for professional engineering services for the **FY2025 NJDOT Municipal Aid Reconstruction of Juniper Drive-Cedarbridge Road to Mill Road.**

As you may recall, the City has received a \$229,190.00 grant from the FY2025 NJDOT Municipal Aid Program for this section of Juniper Drive.

As requested by the City, the proposed improvements on Juniper Drive include the following:

1. Resurfacing of the roadway section to a depth of 4 inches.
2. Partial reconstruction of the roadway section to include full depth pavement as needed.
3. Replacement of existing concrete curb, driveway aprons and sidewalk as needed.
4. Installation of new concrete sidewalk near the intersection of Juniper Drive and Mill Road.
5. Replacement and installation of new handicap ramps.
6. Replacement of traffic striping.

To complete the above referenced scope of work, our professional service fee and estimated project costs are listed below:

A. Total Estimated Project Costs

➤ Estimated Construction Cost:	\$323,477.00*
➤ Engineering and Design Phase Cost:	\$ 30,000.00
• Survey & Base Mapping	
• Roadway Core Testing	
• Design Plans and Specifications	

*The City has been awarded FY2025 NJDOT grant in the amount of \$229,190.00.

B. Engineering and Design Phase Services

1. Design Development
 - a. Prepare preliminary roadway plans and specifications in accordance with the requested improvements from the City. Improvements include milling and paving to a depth of 4 inches, partial roadway reconstruction to full depth as needed, replacement of existing concrete curb, driveway apron and sidewalk, installation of new sidewalk, replacement and installation of new handicap ramps, and replacement of traffic striping.
 - b. Coordinate all infrastructure upgrades with South Jersey Gas, Verizon, Comcast Cable and Atlantic City Electric
 - c. Conduct roadway core samples to determine roadway pavement and base thickness.
 - d. Review final plans and specifications with the City to prepare construction documents.

2. Preparation of Construction Documents
 - a. Construction documents are drawings and specifications that will be utilized to obtain public bids, preparation of final opinion of construction costs of the project for the construction of the building and sitework by contractors. The construction documents will be based on the accepted design development drawings and any further minor adjustments in the scope or quality of the project.
 - b. No further revisions to the drawings are included in this proposal after the final design development drawings are completed, reviewed, approved and the construction document phase begins.
 - c. This phase will include the follow-up to the submission of identified construction permits.
 - d. The preparation of contract documents suitable for public bidding.

C. Professional Service Fee

1. Engineering and Design Phase Services
 - a. Following is a breakdown of the various phases of work for the Engineering Phase:

1.) Survey and Base Mapping Services	\$ 5,000.00
2.) Design Plans and Specifications	\$ 25,000.00

 - b. The Total Not to Exceed Budget shall be **\$30,000.00** (Thirty Thousand Dollars) and will be invoiced on a percent complete by phase basis.

Enclosed please find one (1) copy of the Engineer's Estimate of Construction Cost and Project Location Map for your information.

Please note that this proposal does not include public bidding, construction observation and construction phase services. Upon request from the City, our office can provide a separate proposal for these services.

Should you have any questions or require additional information, please do not hesitate to contact me or Nancy Mauro, P.E. at our office. We thank you for the opportunity to submit this proposal.

Very truly yours,
DeBlasio & Associates, P.C.

A handwritten signature in black ink, appearing to read "Marc DeBlasio". The signature is fluid and cursive, written over the printed name below.

Marc DeBlasio, P.E., P.P., C.M.E.
President
T: 609-854-3311
Marc@deblasioassoc.com

cc: Mary Canesi, Clerk (via email w/encl.)
Dawn Stollenwerk, CFO (via email w/encl.)
Qwin Vitale, Director of Public Works (via email w/encl.)
Finance (via email)

ENGINEER'S CONSTRUCTION COST ESTIMATE

Client: City of Northfield

Date: June 24th, 2024

Project Name:

Juniper Drive - Cedarbridge Road to Mill Road

D&A Project #: NC-C-008

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	TRAFFIC CONTROL	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
2	CLEARING SITE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
3	ASPHALT PRICE ADJUSTMENT	DOLLAR	2,000	0	2,000	\$1.00	\$2,000.00
4	FUEL PRICE ADJUSTMENT	DOLLAR	4,000	0	4,000	\$1.00	\$4,000.00
5	ROADWAY EXCAVATION, UNCLASSIFIED	C.Y.	130	0	130	\$40.00	\$5,200.00
6	HMA MILLING, 4" DEPTH	S.Y.	2,910	0	2,910	\$15.00	\$43,650.00
7	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON	370	0	370	\$120.00	\$44,400.00
8	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 2" THICK	TON	370	0	370	\$110.00	\$40,700.00
9	DENSE GRADED AGGREGATE BASE COURSE	C.Y.	130	0	130	\$35.00	\$4,550.00
10	SODDING	S.Y.	570	0	570	\$30.00	\$17,100.00
11	8" x 18" CONCRETE VERTICAL CURB	L.F.	1,730	0	1,730	\$45.00	\$77,850.00
12	CONCRETE ROCKER GUTTER, 8" THICK	L.F.	50	0	50	\$110.00	\$5,500.00
13	CONCRETE SIDEWALK, 4" THICK	S.Y.	150	0	150	\$75.00	\$11,250.00
14	CONCRETE DRIVEWAY, 6" THICK	S.Y.	110	0	110	\$85.00	\$9,350.00
15	RESET PAVERS	S.Y.	30	0	30	\$50.00	\$1,500.00
16	RESET EXISTING CASTINGS	UNIT	14	0	14	\$140.00	\$1,960.00
17	RESET WATER VALVE BOXES	UNIT	7	0	7	\$80.00	\$560.00
18	INLET FILTERS, TYPE 1	S.F.	150	0	150	\$30.00	\$4,500.00

TOTAL ESTIMATED CONSTRUCTION COST, ITEMS 1 - 18: \$294,070.00

10% Contingency: \$29,407.00

Total Estimated Construction Cost: \$323,477.00

The above cost estimate is an approximation of the probable construction cost based upon recent bid prices and assumes that the Contractor will pay wages on this project in conformance with the New Jersey Prevailing Wage Rate Act and Federal Davis Bacon Wage Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or actual costs will not vary from these opinions of probable costs.

Prepared by:



Marc DeBlasio, P.E., City Engineer

6/24/2024

Date

Reconstruction of Juniper Drive

Cedarbridge Road to Mill Road



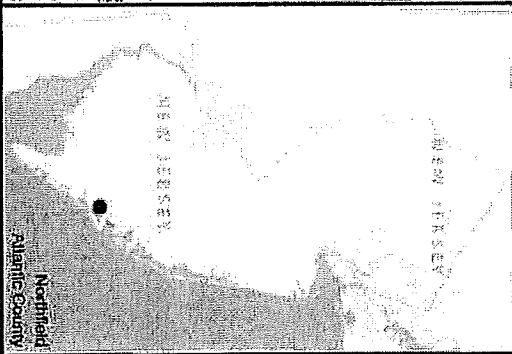
Timestamp ID: 1718993200109

Created: Fri Jun 21 2024 14:05:40 GMT-0400 (Eastern Daylight Time)

— Project Location
 ○ Nearest SRI Mile Point

#	MP	Standard Route ID
A-1	0	01181055
A-2	0.15	01181055

Total Length: 0.17 miles



DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

December 20, 2024

VIA EMAIL

Mayor and Council
City of Northfield
1600 Shore Road
Northfield, NJ 08225

**Re: City of Northfield
FY2024 NJDCA Local Government Recreation Grant
Recreational Improvements at Birch Grove Park
D&A File #: NC-C-002**

Dear Mayor and Council:

DeBlasio & Associates, P.C. is pleased to provide our proposal for professional engineering services for the **FY2025 New Jersey Department of Community Affairs (NJDCA) Local Recreation Improvement Grant (LRIG) Recreational Improvements at Birch Grove Park.**

As you may recall, on May 31, 2024 the NJDCA notified the City that they were awarded \$63,000.00 in FY2025 LRIG funding for improvements at Birch Grove Park.

As requested by the City, the proposed improvements for Birch Grove park include the following:

1. Clear new parking area site work.
2. Remove existing trees from new parking site area.
3. Install a 31-space parking area.

To complete the above referenced scope of work, our professional service fee and estimated project costs are listed below:

Total Estimated Project Costs

➤ Estimated Construction Cost:	\$80,715.00*
➤ Engineering and Design Phase Cost:	\$8,000.00
• Survey & Base Mapping	
• Design Plans and Specifications	
➤ Construction Phase Cost:	<u>\$4,500.00</u>
	\$93,215.00

**The City has been awarded FY2025 NJDOT grant in the amount of \$63,000.00.*

Enclosed please find one (1) copy of the Construction Cost Estimate and the Project Location Map for your information.

Upon your authorization, we are prepared to begin work immediately in the preparation plans and specifications of your NJDCA LRIG application. Should you have any questions or require additional information, please do not hesitate to contact Nancy Mauro or me at our office.

Very truly yours,
DeBlasio & Associates



Marc DeBlasio, P.E., P.P., C.M.E.
President
T: 609-854-3311
Marc@deblasioassoc.com

cc: Mary Canesi, Clerk/Business Administrator (via email)
Dawn Stollenwerk, CFO (via email)
Nancy Mauro, P.E. (via email)
Finance (via email)

CONSTRUCTION COST ESTIMATE

CLIENT: City of Northfield
DATE: February 20, 2024
PROJECT NAME: Improvements to Birch Grove Park
D&A PROJECT #: NC-C-002


ITEM NO.	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	CLEARING SITE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
2	TREE REMOVAL	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
3	SITE EXCAVATION, FILLING AND GRADING	LUMP SUM	LUMP SUM	0	LUMP SUM	\$15,000.00	\$15,000.00
4	DGA BASE COURSE, 6" THICK	S.Y.	660	0	660	\$15.00	\$9,900.00
5	HMA BASE COURSE, 2" THICK	TON	85	0	85	\$140.00	\$11,900.00
6	HMA SURFACE COURSE, 2" THICK	TON	85	0	85	\$150.00	\$12,750.00
7	3/4" CRUSHED STONE, 6" THICK	S.Y.	840	0	840	\$15.00	\$12,600.00
8	WHEEL STOP	UNIT	31	0	31	\$115.00	\$3,565.00

Total Estimated Construction Cost, Items 1 - 8: \$80,715.00

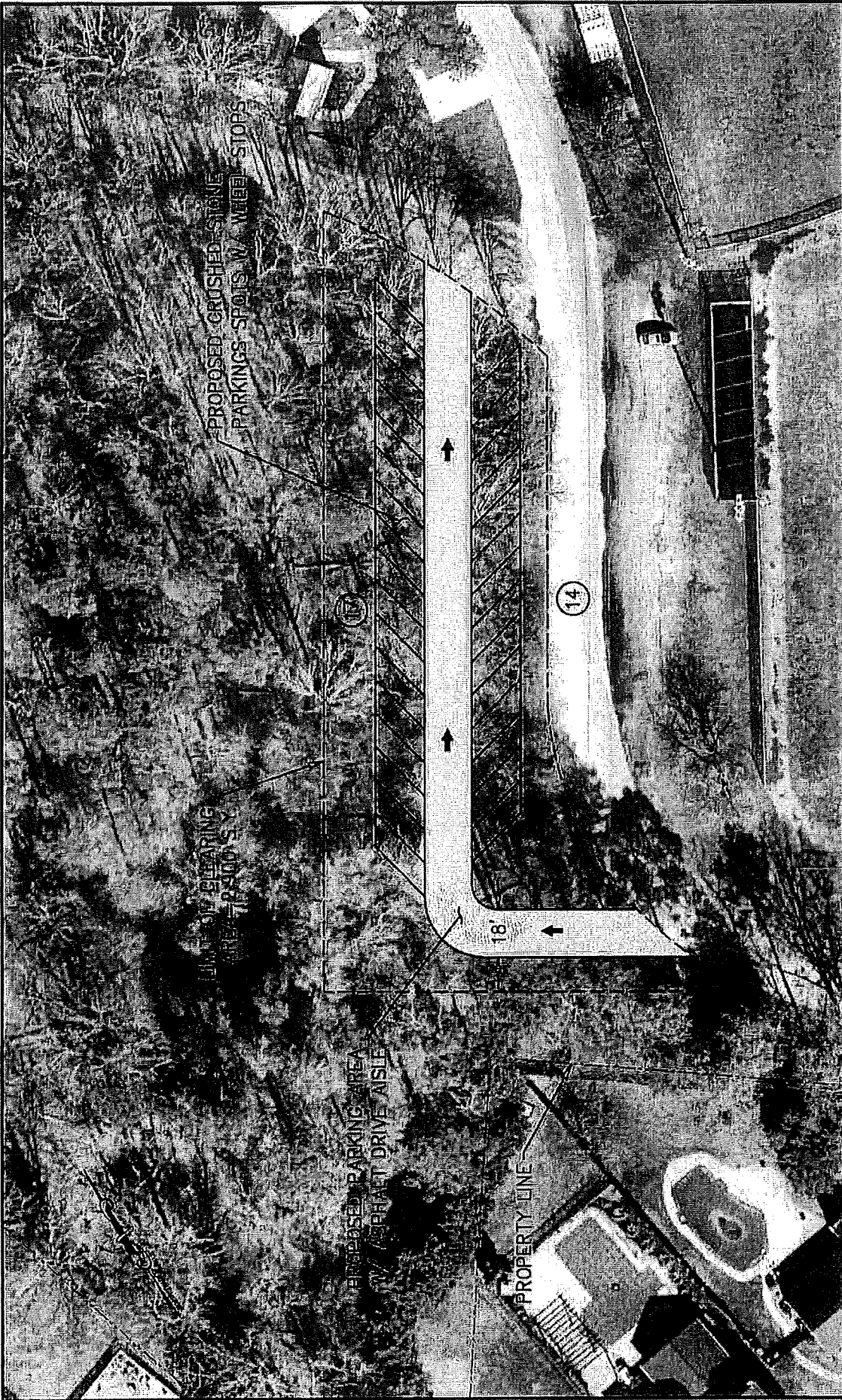
TOTAL: \$80,715.00

The above cost estimate is an approximation of the probable construction cost based upon recent bid prices and assumes that the Contractor will pay wages on this project in conformance with the New Jersey Prevailing Wage Rate Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or actual costs will not vary from these opinions of probable costs.

Prepared by:


 Marc DeBlasio, P.E., P.P., C.M.E.
 City Engineer

2/20/2024
 Date



50 25 0 25 50

GRAPHIC SCALE: 1"=50'

Marc DeBlasio 12/18/2024 DATE

MARC A. DEBLASIO, PE

New Jersey License No. 41599

PROJECT LOCATION MAP

CITY OF NORTHFIELD

ATLANTIC COUNTY, NEW JERSEY

6712 WASHINGTON AVENUE, SUITE 205

EGG HARBOR TOWNSHIP, NJ 08234

4701 NEW JERSEY AVENUE

WILDWOOD, NJ 08260

PHONE: (609) 854-3311

FAX: (609) 854-4323

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS