

**RESOLUTION NO. 51-2016**

**Authorizing T & M Associates to prepare the  
NJDEP Flood Hazard Risk Reduction and Resiliency Grant Application for the  
Outfall and Bulkhead Improvements along the Shrewsbury River**

Councilmember Leckstein introduced and offered the following Resolution for adoption; seconded by Councilmember Kelly:

**WHEREAS**, the Borough Council of the Borough of Sea Bright is desirous of building a more resilient community by providing a contiguous bulkhead bordering the Shrewsbury River and installing Tideflex Backflow Preventer Valves on each of the Borough's sixty-six (66) stormwater outfalls that discharge to the Shrewsbury River; and

**WHEREAS**, T & M Associates, Borough Engineer Jaclyn Flor, submitted a proposal, dated February 16, 2016, for the preparation and submission of an application for the NJDEP Flood Hazard Risk Reduction and Resiliency Grant to fund the outfall and bulkhead improvements along the Shrewsbury River; and

**WHEREAS**, the tasks to be performed by T&M Associates are as follows: **Task No. 1** - 60% Construction Plan Preparation in the amount of \$6,950.00; **Task No. 2** - Hydraulic & Hydrologic (H&H) Study in the amount of \$7,450.00; **Task No. 3** - Benefit/Cost Analysis (BCA) in the amount of \$5,550.00; and **Task No. 4** - Grant Application Preparation and Submittal in the amount of \$6,350.00; total Schedule of Fees \$26,300.00; and

**WHEREAS**, I, Michael J. Bascom, Chief Financial Officer of the Borough of Sea Bright, does hereby certify that funds are available in Bond Ordinance 20-2007 for the purposes stated herein.

  
MICHAEL J. BASCOM, CFO

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Sea Bright, County of Monmouth that it does hereby authorize T & M Associates to prepare and submit an application for the NJDEP Flood Hazard Risk Reduction and Resiliency Grant as referenced above.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the following:

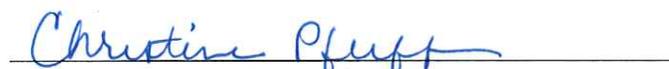
1. Finance Manager
2. T & M Associates

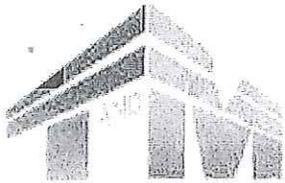
Roll Call: Bills, Keeler, Kelly, Lamia, Leckstein, Rooney  
Yes absent Yes Yes Yes Yes

February 16, 2015

**CERTIFICATION**

I, Christine Pfeiffer, Borough Clerk, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, New Jersey, at a Council Meeting held on February 16, 2016.

  
Christine Pfeiffer, Borough Clerk



**YOUR GOALS. OUR MISSION.**

**SBRT-G1602**

February 16, 2016

Mr. Joseph Verruni, Borough Administrator  
Borough of Sea Bright  
1167 Ocean Avenue  
Sea Bright, New Jersey 07760

**Re: Proposal for Professional Services  
NJDEP Flood Hazard Risk Reduction and Resiliency Grant Application  
Project: Outfall and Bulkhead Improvements along the Shrewsbury River**

Dear Mr. Verruni:

Please find the following proposal for professional services for the preparation of the application for the NJDEP Flood Hazard Risk Reduction and Resiliency Grant. This competitive grant is funded by the US Dept. of Housing and Urban Development (HUD) and managed by the NJDEP who will select and award funding to Municipalities as sub-recipients. The total funding pool for this grant is \$25 million with a maximum grant award of \$15 Million per project. **The deadline for application submission is April 20, 2016.**

It is our understanding that the Borough wishes T&M Associates to submit an application on the Borough's behalf to be considered for funding of a project to:

1. Install Tideflex Backflow Preventer Valves on each of the Borough's sixty-six (66) stormwater outfalls that discharge to the Shrewsbury River.
2. Construct bulkheads along private properties bordering the Shrewsbury River which will connect to the recently constructed bulkheads at the ends of various streets and will provide a contiguous wall. The project will likely include the addition of a stormwater pump station which will be located for preliminary design based on H&H Study.

As such, please find the following scope of services for your review and consideration:

**Task No. 1 – 60% Construction Plan Preparation \$6,950.00**

This task shall include the following activities:

1. T&M will utilize the best available information (tax maps, prior surveys, etc.) to develop an overall project basemap for the purposes of this grant application. No new topographic information is anticipated at this time. If grant funding is awarded, additional survey will be required for the development of 100% Construction Documents.
2. T&M will produce 60% Construction plans consisting of the following drawings:
  - I. Cover Sheet
  - II. Existing Conditions Plan
  - III. Site Plan
  - IV. Grading Plan
  - V. Construction Details Sheet
3. We will prepare a preliminary construction cost estimate based on the plans developed.



SBRT-G1602

February 16, 2016

Le: Mr. Joseph Verruni, Borough Administrator  
Borough of Sea Bright

Re: Proposal for Professional Services  
NJDEP Flood Hazard Risk Reduction and Resiliency Grant Application  
Project: Outfall and Bulkhead Improvements along the Shrewsbury River

4. We will obtain spot grade elevations at each existing bulkhead and proposed tie in points along Ocean Avenue (see attached plan). No survey will be provided as part of this scope. Grades obtained will be for the H&H study and preliminary design purposes only.

**Task No. 2 – Hydraulic & Hydrologic (H&H) Study \$7,450.00**

As required by the Grant Application, T&M Associates will prepare a limited Hydraulic & Hydrologic (H&H) Study which will be submitted as part of the application package. This study will be based on the best available topographic information from various sources including, but not limited to, US Army Corps of Engineers, US Geological Survey, NJ State, and Monmouth County datasets. This study specifically excludes analysis of the existing stormwater infrastructure and will be limited to the existing and proposed H&H condition as it relates to tidal surge/seawater elevations only. The data resulting from this study is required to complete, and is prerequisite to, Task No. 3 – Benefit/Cost Analysis.

**Task No. 3 – Benefit/Cost Analysis (BCA) \$5,550.00**

T&M will prepare a Benefit/Cost Analysis for this project. In order to be eligible for grant funding, the project must demonstrate a Benefit/Cost ratio greater than 1.0. T&M will utilize FEMA's new BCA computer program to calculate the BCA and to upload supporting documentation.

Information to be provided by Client:

- I. Current list of Repetitive Loss (RL) and Severe Repetitive Loss (SRL) properties.
- II. Any additional documentation that may be required in support of RL/SRL.
- III. Contacting and compiling Benefit/Cost data from the Borough, Army Corps of Engineers, and NJDEP

**Task No. 4 – Grant Application Preparation and Submittal \$6,350.00**

T&M will compile, prepare, and submit the full Grant Application Package to the NJDEP, as required, both electronically and hard copy no later than Friday, April 15<sup>th</sup> 2016.

**Exceptions:**

This proposal does not include the following:

- Preparation final design plans and survey for construction purposes.
- Preparation of plans and documents for agencies and permit approvals other than those specifically listed in Task 1.
- Threatened and endangered species investigation or cultural resource investigation.
- Services not specifically listed are not included.



SBRT-G1602

February 16, 2016

Le: Mr. Joseph Verruni, Borough Administrator  
Borough of Sea Bright

Re: Proposal for Professional Services  
NJDEP Flood Hazard Risk Reduction and Resiliency Grant Application  
Project: Outfall and Bulkhead Improvements along the Shrewsbury River

**Schedule of Fees**

All professional services described in the Scope of Services above and outlined below shall be billed on a time and material basis and in accordance with our current contract and billing rate schedule approved by the Borough of Sea Bright.

Item No.	Description	Fee
1	60% Construction Plan Preparation	\$6,950.00
2	Hydraulic & Hydrologic (H&H) Study	\$7,450.00
3	Benefit/Cost Analysis (BCA)	\$5,550.00
4	Grant Application Preparation and Submittal	\$6,350.00
	<b>Total Fee</b>	<b>\$26,300.00</b>

**Schedule:**

T&M Associates is prepared to commence the work outlined above immediately upon your direction and written approval. Full Grant Application will be submitted to NJDEP no later than Friday, April 15, 2016 for an estimated total fee not to exceed approximately \$26,300.00

On behalf of T&M Associates, I would like to thank you and the Governing Body for the opportunity to submit this scope of services and fee estimate. We look forward to our continued successful work with you and members of your staff.

Very truly yours,

**T&M ASSOCIATES**



JACLYN J. FLOR, P.E., P.P., C.M.E.  
SEA BRIGHT BOROUGH ENGINEER

JJF:JDH:jdh

cc: Michael Bascom, CFO