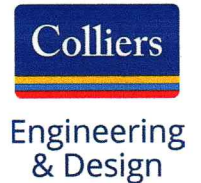


101 Crawfords Corner Road Suite 3400
Holmdel, New Jersey 07733
Main: 877 627 3772



VIA E-mail
June 16, 2026

Thomas P. Neff, PE, PP, CME, CFM
Tinton Falls Borough Engineer
Borough of Tinton Falls
556 Tinton Avenue
Tinton Falls, NJ 07724-3298

Proposal for Professional Engineering and Surveying Services
Replacement of Stormwater Outfall Pipe at Willshire Drive
Borough of Tinton Falls, Monmouth County, New Jersey
CED Proposal No.: 26007214P

Dear Mr. Neff,

Colliers Engineering & Design, Inc. is pleased to submit this proposal to provide professional services to reapiir a failed stormwater outfall at located at along Pine Brook in the rear yard areas of the dwellings at 94 and 102 Wilshire Drive in the Borough. Borough provided photo below depicting current conditions for reference.



This proposal is divided into four sections as follows:

Section I – Scope of Services

Section II – Business Terms and Conditions

Section III – Technical Staff Hourly Rate Schedule and Reimbursable Expenses

Section IV – Client Contract Authorization

The order in which the following scope of services are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Colliers Engineering & Design to meet project schedules.

Section I – Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

TASK 1.0 - TOPOGRAPHIC SURVEY

Colliers Engineering & Design will perform a topographic survey of the Willshire Drive outfall and surroundings from Willshire Drive through portions of Block 65.04, Lots 20 and 21 to Pine Brook in the Borough of Tinton Falls, Monmouth County, NJ, in accordance with the standards set forth in the Laws of the State of New Jersey Statutory Reference NJSA 45:8-28(e) and more specifically the administrative rules and regulations promulgated by the State Board of Professional Engineers and Land Surveyors and contained in N.J.A.C. 13:40-5.1.

The limits of the survey were provided and are depicted in the Topographic Survey Limits image below:

TOPOGRAPHIC SURVEY LIMITS



Our office will prepare a topographic survey map that is a graphic pictorial representation of existing site features observed at the time of the field survey such as roadways, driveways, retaining walls, fences, individual trees and utility hardware. The topographic map will depict existing spot elevations and contours at a one-(1) foot contour interval. GPS surveying techniques will be used to control the survey with the resulting horizontal datum being New Jersey State Plane Coordinate System NAD83 and the vertical datum being North American Vertical Datum NAVD88.

Visible and accessible utilities and/or utility structures within the survey limits as described above will be surveyed and shown on the plan to include rim, grate and invert elevations, and pipe sizes entering and/or exiting the structures. For the purposes of this contract, accessible utilities shall be defined as those utilities that are visible to the naked eye at ground level and are safely accessible by foot by Colliers Engineering & Design field survey personnel without the need for additional safety measures and/or assistance with making pipes visible, open and clear for inspection and measuring.

We will survey visible evidence of existing utilities within the survey limits, but may not be able to confirm the existence, or actual position of all underground utilities which may be running through or servicing the subject area. The NJ One Call System prohibits the use of its service for surveying and mapping of subsurface utilities for engineering design purposes. If requested, we can enlist the services of our in-house subsurface utility engineers to

investigate and mark the approximate location of subsurface utilities that may exist on the site. The fee for this additional service can be provided upon request.

Included in this task of service are the following tasks:

- Establish on-site survey control;
- Field traverse, topographic survey and data collection;
- Field measure inverts of accessible gravity structures;
- Field survey data reduction and computation;
- Preparation of topographic survey map in AutoCAD Civil 3D format.

Traffic safety protection for field survey crew and cleaning of clogged or obstructed drain and sewer structures is **not** included in the fee for this survey. If it is determined that safety protection is required for any of the survey services performed under this contract, we will advise you of the approximate cost prior to moving forward. Such additional cost would be invoiced as a reimbursable expense pursuant to prior authorization.

Property boundary lines within the survey limits described will be shown based on record information including deeds, filed maps, etc. and found monumentation.

TASK 1.0 LUMP SUM FEE

\$ 6,400.00

EXCLUSIONS FOR TASK 1.0

- Modifications of or additions to the completed survey map after it has been distributed. If additional survey requirements or other form of survey certification is requested, a separate fee will be negotiated for performing such service;
- Individual Boundary surveys;
- Parcel/easement maps;
- Metes and bounds descriptions;
- Stream Cross Sections to support any H&H modeling.

TASK 2.0 - FRESHWATER WETLANDS ASSESSMENT & DELINEATION

CED will perform one (1) site visit to determine if freshwater wetlands occur on the subject property. If freshwater wetlands are present, CED will delineate the limits of freshwater wetlands using methodologies described in the *Federal Manual for Identifying and Delineating Jurisdictional Wetlands*. These methodologies generally involve using a three-parameter approach, in which vegetation, soils and hydrology are examined when making a wetland or non-wetland determination. The delineation will include flagging the wetland boundary with numbered surveyors ribbon and collection of technical data on vegetation, soils and hydrology.

TASK 2.0 LUMP SUM FEE **\$4,800.00**

TASK 3.0 - FRESHWATER WETLANDS INDIVIDUAL PERMIT APPLICATION

CED will prepare an application for a Freshwater Wetlands Individual Permit to authorize the repair of a failed stormwater outfall pipe and stabilization of the adjacent stream bank in accordance with the standards set forth in the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A-1.1 et seq.

This application will include the preparation of an Environmental Impact Statement/Compliance Statement (EIS/CS). The EIS/CS will include an environmental assessment and demonstrate compliance with the applicable policies contained within the Freshwater Wetlands Protection Act Rules (N.J.A.C. 7:7A-1.1 et seq.).

This scope assumes that mitigation will not be necessary. Should the NJDEP determine that mitigation is necessary, a separate proposal will be submitted for the preparation of any required mitigation plans.

All fees and costs associated with the submission of this permit application shall be the responsibility of the client.

TASK 3.0 LUMP SUM FEE

\$10,000.00

TASK 4.0 FLOOD HAZARD AREA PERMIT BY REGISTRATION APPLICATION

The proposed activities will take place within a FEMA-mapped flood hazard area and riparian zone. It is our understanding that these activities will be limited to the reconstruction of an existing failed stormwater outfall and vegetated stabilization of the immediately adjacent grade, which will be restored to pre-failure conditions. Based on this information, compliance with the NJDEP Flood Hazard Area Control Act Rules (FHA Rules) at N.J.A.C. 7:13 can be accomplished under Permit-by-Registration (PBR) 30. This scope and fee assume that the proposed design will adhere to the various conditions applicable to a PBR-30 as summarized below:

7:13-7.30 Permit-by-registration 30 – maintenance of existing human-created stormwater management structures and conveyances

1. All work occurs within and is necessary for the maintenance of the stormwater management structure or conveyance;
2. The existing stormwater management system is not expanded, enlarged, or otherwise modified to receive additional sources of stormwater runoff or include additional discharge points, or increase the capacity of the existing stormwater conveyance system;
3. The activities are limited to the stabilization of an eroded structure or the repair and/or in-kind replacement of stormwater management structures and conveyances, such as a stormwater basin, pipe, manhole, inlet, catch basin, headwall, discharge structure, or associated conduit outlet protection, and/or the replacement of filter media. The removal of accumulated sediment, debris, or nuisance vegetation from stormwater management structures and conveyances is exempt pursuant to N.J.A.C. 7:13-2.5(a)1;
4. No riparian zone vegetation is cleared, cut, and/or removed outside the structure or conveyance feature, unless such disturbance is unavoidable, necessary to gain access to the structure or conveyance feature, and minimized; and

5. No trees are cleared, cut, and/or removed in a riparian zone outside the structure or conveyance feature.

7:13-6.7 Conditions applicable to a permit-by-registration or to an authorization pursuant to a general permit-by-certification or a general permit

1. Any new, reconstructed, enlarged, or elevated structure within a flood hazard area:
 - a. Shall be secured to resist flotation, collapse, and displacement due to hydrostatic and hydrodynamic forces from floodwaters; and
 - b. Shall comply with the applicable design and construction standards of the following:
 - i. The Uniform Construction Code, N.J.A.C. 5:23; and
 - ii. The Federal flood reduction standards, 44 CFR Part 60;
2. The regulated activity shall not adversely affect low-flow aquatic passage in any regulated water;
3. The regulated activity shall not expose unset or raw cement to flowing water within any channel or regulated water during construction;
4. The regulated activity shall not destroy, jeopardize, or adversely modify a present or documented habitat for threatened or endangered species, and shall not jeopardize the continued existence of any local population of a threatened or endangered species;
5. All riparian zone vegetation that is cleared, cut, and/or removed to conduct a regulated activity, access an area where regulated activities will be conducted, or otherwise accommodate a regulated activity shall be replanted immediately after completion of the regulated activity, unless prevented by seasonal weather, in which case the vegetation shall be replanted as soon as conditions permit. Portions of the riparian zone occupied by an authorized structure need not be replanted.
 - a. i. Except as provided in (b)5ii below, the vegetation replanted shall:
 - i. Consist of vegetation of equal or greater ecological function and value as the vegetation that was cleared, cut, or removed. For example, herbaceous vegetation may be replaced with the same type of vegetation or with trees, but the trees in forested areas must be replaced with trees of equal or greater density and ecological function and value; and
 - ii. Consist of native, non-invasive vegetation, except in an actively disturbed area. In an actively disturbed area, the vegetation may be replaced with the same type of vegetation that was cleared, cut, or removed, or with another kind of vegetation typical of an actively disturbed area. For example, lawn grass may be replaced with garden plants or agricultural crops.

- b. In cases where replanting in accordance with (b)5i above would interfere with continued access to or maintenance of a structure that is required by Federal, State, or local law, the vegetation replanted shall meet the requirements of (b)5i above to the extent feasible.
6. The project shall not constitute a major development, as defined in the Stormwater Management rules at N.J.A.C. 7:8-1.2.

In accordance with N.J.A.C. 7:13-6.8, this authorization requires the submission of an engineering certification to the local floodplain administrator (FPA) which confirms that the project will meet FEMA's no-rise criteria. Prior to the NJDEP's approval of an authorization under PBR-30, a copy of the no-rise certification must also be uploaded to the department's online portal. This scope and fee also assumes that the improvements proposed within the floodway will be designed such that they will not produce any fill, obstructions, void, encroachment, or other impact to the water's hydraulic capacity, and that this can be determined based on a visual inspection of the design documents and without the preparation of net fill or hydrologic/hydraulic calculations of the Pine Brook Tributary. Should the FPA or NJDEP determine based on their respective reviews that confirmation of compliance with FEMA's no-rise criteria requires the submission of calculations, a supplemental scope and fee will be prepared for your authorization to complete that work.

Upon completion of survey (separate task), Colliers Engineering & Design will utilize the resultant basemap to locate the climate adjusted flood elevation (CAFE) and floodway based on FEMA mapping, as well as the riparian zone limit, to assist with maintaining compliance with the requirements described above. CED will reference the project design documents to complete the online registration process and provide certification that the project meets the permit-specific criteria. Finally, CED will prepare and submit a no-rise certification package to the local FPM.

TASK 4.0 LUMP SUM FEE

\$9,100.00

TASK 5.0 DESIGN AND BID DOCUMENT PREPARATION

CED will perform field investigations to confirm existing improvements and features for preparation of our design plans and preliminary cost estimate. The preliminary design plans will be presented to the municipality for approval prior to completing construction plans and specifications.

It is our understanding the existing storm sewer pipe network, pre-collapse, was adequately sized and therefore it is our intention to design improvements to reestablish the same previous condition with regards to capacity, inverts and location. Based on discussions with

the Borough, the envisioned scope of improvements include replacing the outfall structure along with the immediate upstream pipe section back to an existing manhole generally located in the rear yards of the adjacent dwellings.

It appears the outfall structure had been exposed to bank destabilization and erosion that may have led to failure. It is our intention to stabilize the banks within a few feet on either side of the new outfall structure. Our office will review stabilization options with the Borough, however at this time we are considering an Envirolok product due to accessibility issues, permitting compatibility, and our office's past success with the product in similar conditions.

Access to the improvement area is available via existing storm sewer easement/s along two existing developed single family home shared side lot lines at 94 and 102 Willshire Drive. There may be existing private improvements, fencing and landscaping within this access way that will need to be removed and restored to the Borough's satisfaction. Our office will develop an access plan along with a restoration plan to address the same.

The construction drawings will be supplemented with specifications, which will be prepared in accordance with the public bidding format. More specifically, we will perform the following project associated activities:

- Complete construction plans for the improvements discussed in the scope of work.
- Prepare a construction cost estimate.
- Submit plans to utility companies having services within project limits for review and comment.
- Provide 60% design submission plans and 100% documents for your review and approval.
- Prepare construction specifications suitable for the public bidding of the project.

CED will perform the following tasks as part of the public bidding of the project:

- Assist in the advertising of the project for public bid;
- Respond to questions during the bid advertising period;
- Prepare and issue addenda, as required; and
- Attend the public bid opening.

It is our understanding the Borough will review the submitted bid documents and provide a recommendation for the award of contract, therefore the same has been excluded from this proposal.

CCTV and cleaning services of existing pipe network has been excluded at this time.

Plan Certification by the Freehold Soil Conservation District is not anticipated to be needed due to the conceptual limit of disturbance calculations performed in the preparation of this proposal. Accordingly, applying for and obtaining the same has been excluded from this scope.

TASK 5.0 LUMP SUM FEE **\$28,500.00**

Schedule of Fees

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

Task Name	Fee
Task 1.0 - Topographic Survey	\$6,400.00
Task 2.0 - Freshwater Wetlands Assessment & Delineation	\$4,800.00
Task 3.0 - Freshwater Wetlands Individual Permit Application	\$10,000.00
Task 4.0 - Flood Hazard Area Permit By Registration Application	\$9,100.00
Task 5.0 - Design and Bid Document Preparation	\$28,500.00
Total	\$58,800.00

This Contract and Fee Schedule are based upon the acceptance of Colliers Engineering & Design's Business Terms and Conditions contained in Section II of this Contract. Delivery, mileage, printing and reproduction, overnight mail service and postage costs are not included in the lump sum fees and will be added to each monthly invoice. **Payment terms are NET30 of receipt of invoice.**

Exclusions and Understandings

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement.

- Services not specifically outlined in Section I;

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary, Colliers Engineering & Design may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra services.

Section II – Business Terms and Conditions


THIS PROPOSAL IS ADDITIONALLY GOVERNED BY AND SUBJECT TO CED'S BUSINESS STANDARD TERMS AND CONDITIONS, WHICH ARE ACCESSIBLE AT CED'S WEBSITE. **By signing this Proposal, Client acknowledges receipt and acceptance of the terms of this Proposal, including all Business Terms and Conditions located here and on CED's website.** By the act of executing this Proposal, the Client specifically acknowledges receipt of, agrees to, and intends to be fully bound by, the version of CED's Business Terms and Conditions located on CED's website at <https://colliersengineering.com/business-terms-conditions/> effective as of the date at the top of this Proposal. These additional terms are incorporated by reference into this Proposal. This web address includes any successor CED website. Hard copies of these additional terms and conditions can be made available to Client upon written request. Sections I-IV of this Proposal, including these terms and the Business Terms and Conditions located on CED's website, constitute the entire Agreement and supersede any previous agreement or understanding. This Agreement shall be governed by the laws in the State which the project is located. The Client shall not assign this Agreement without the written consent of CED. This Proposal and Business Terms and Conditions will be considered integrated into any subsequent contract/agreement entered by CED and Client.

Section III – Rate Schedule

Rate Schedule is on file with the Borough.

Section IV – Client Contract Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.



Signature

6/25/2026

Date

Thomas P. Neff

Printed Name

Borough Engineer

Title

If you find this proposal acceptable, please sign where indicated above in Section IV, and return one signed copy to this office. **Payment terms are NET30 of receipt of invoice.** This proposal is valid for 60 days per business terms.

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Sincerely,

Colliers Engineering & Design, Inc.



Douglas Rohmeyer, PE, CME, CFM
Department Manager

DMR/dpm

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