

December 5, 2025

Mr. Thomas P. Neff, P.E., P.P., C.M.E., C.F.M., Borough Engineer
Borough of Tinton Falls
556 Tinton Avenue
Tinton Falls, New Jersey 07724-3298

**RE: Proposal to Provide Construction Management and Construction Inspection Services
Borough of Tinton Falls
Locust Grove Road Sewer Main Installation
RVE Proposal: UA2025-0171**

Dear Mr. Neff,

REMINGTON & VERNICK ENGINEERS (RVE) is pleased to submit the following proposal to provide construction management and construction inspection services for the Locust Grove Road Sanitary Sewer Main Installation. Our firm has worked in conjunction with the Borough to prepare the bid plans and specifications for this project and renders this proposal to continue to serve the Borough as this project enters the construction phase. Our firm has extensive experience in the management and inspection of sanitary sewer main installation projects similar in scope to this project and is familiar with the challenges and nuances of this type of construction. Under this proposal, RVE will perform the following tasks:

SCOPE OF WORK

Task 1 – Construction Phase Engineering

Under Task 1, pending a successful award by the Borough, our office will issue a Notice-of-Award to the elected contractor. Also at this time, our firm will prepare and coordinate contracts for the work between the Borough and the prospective contractor. Once executed contracts are received by the Borough, our office will communicate all Pre-Construction requirements with the contractor including the bonding requirements, insurance certificates, construction schedules, and shop drawings. Our office will then review all pre-construction submittals for compliance with the contract documents. Once all pre-construction requirements have been satisfied, our office will coordinate and conduct a Pre-Construction Meeting to include the Borough, our office, the contractor and any other entities deemed necessary.

Once construction begins, our office will review payment and change order requests for compliance with construction progress. We will then issue recommendations to the Borough for official action. Throughout the course of construction, our design team will remain on standby to assist with any complications which may arise during construction. At the completion of construction, our office will review final payment request and change order and prepare a recommendation for project closeout.

Estimated Fees associated with Task 1 are \$10,800.00.

Task 2 – Construction Inspection

During construction, our construction inspection staff who are well-versed in the construction of sanitary sewer system will provide part-time inspection services. The contract period of this project is 45 days

with **15 days** of anticipated field work required to complete the project. Our inspector will be available during initial mobilization to ensure that all stockpiling and material storage is in accordance with contract documents. During excavation and pipe-laying our inspection staff will inspect excavated materials to ensure suitability for replacement and also inspect the grades and lines of mains and manholes installed to ensure that the sewer system functions as designed and is in accordance with the contract documents. Additionally, our design team will conduct spot inspections and be available for field reviews in the event that complications are encountered during construction.

Estimated Fees associated with Task 1 are \$15,000.00.

SUMMARY – COST OF SERVICES

Task 1 – Construction Phase Engineering	\$ 10,800.00
Task 2 – Construction Inspection	\$ 15,000.00
Total Project Fees:		\$ 25,800.00

RVE's cost of construction management and construction inspection services for this project shall be a lump sum amount not-to-exceed \$25,800.00 to be billed on a percent-complete basis.

SPECIFIC EXCLUSIONS

The following work items are specifically excluded. Should the Borough require any of the services below for this project, RVE will provide an amended proposal to include any required services.

- Structural, Electrical, or Mechanical Design Work.
- Preparation of applications for review/regulatory agencies not specifically indicated.
- Application fees for review and/or permits from regulatory agencies.
- Title reports for properties.
- Construction layout or stake out work.
- Construction Inspection Services in excess of contract period.
- As-Built Drawing Preparation.

It has been our pleasure to work with the Borough, and we look forward to the continue to serve the Borough during the Construction Phase of this project. Should you have any questions or require additional information, please do not hesitate to contact Jim Oris or Trace Dittenhofer at our office.

Sincerely,
REMINGTON & VERNICK ENGINEERS



James M. Oris, P.E., P.P., C.M.E., C.F.M. C.P.M.W.

cc: via email: Charles Terefenko, Borough Administrator, Thomas Fallon, CFO, Shanon Rathyen, Purchasing Agent, Mrs. Stephanie Cuthbert, P.E., C.M.E., Mr. Trace Dittenhofer, P.E., C.M.E. – RVE