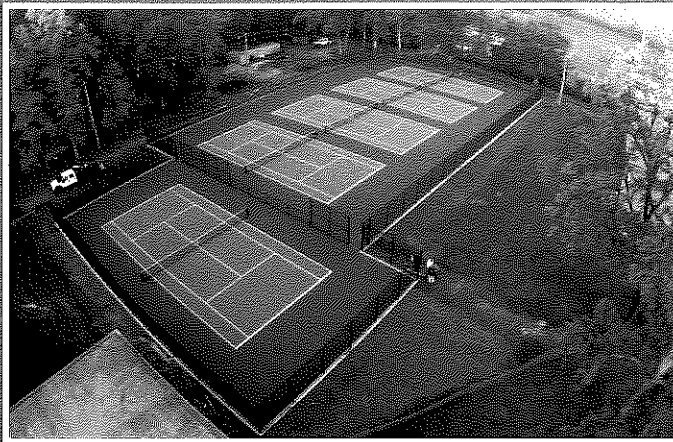




SUBURBAN CONSULTING

ENGINEERS, INC.



REQUEST FOR PROPOSALS  
*SCE-P08778.011*

## CIVIL ENGINEERING SERVICES

UNION TOWNSHIP BOARD OF EDUCATION, COUNTY OF UNION,  
STATE OF NEW JERSEY

**CIVIL ENGINEERS ♦ MUNICIPAL ENGINEERS ♦ LAND SURVEYORS  
LANDSCAPE ARCHITECTS ♦ ENVIRONMENTAL SCIENTISTS ♦ PLANNERS**

96 U.S. Highway 206, Suite 101, Flanders, New Jersey 07836 • Ph.: (973) 398-1776 • F.: (973) 398-2121  
2430 Highway 34, Building A, Wall, New Jersey 08736 • Ph.: (732) 282-1776  
[marketing@suburbanconsulting.com](mailto:marketing@suburbanconsulting.com) • [www.suburbanconsulting.com](http://www.suburbanconsulting.com)

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- III. DESCRIPTION OF SERVICES**
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SECTION 1: COVER LETTER



I. COVER LETTER





March 15, 2016

Union Township Board of Education  
2369 Morris Avenue  
Union, New Jersey 07083

Attn: Manuel E. Vieira  
Interim Board Secretary

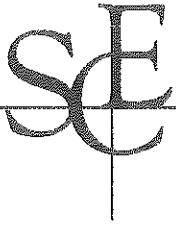
Re: Township of Union, County of Union, State of New Jersey  
Union Township Board of Education  
Request for Proposals  
**Civil Engineering Services**  
Our File No.: Proposal SCE-P08778.011

Dear Mr. Vieira,

SUBURBAN CONSULTING ENGINEERS, INC. (SCE) is pleased to provide the following proposal package to Union Township Board of Education to provide professional civil engineering services for upcoming projects. SCE has developed a wide range of knowledge and experience with providing professional engineering services to municipalities throughout the State of New Jersey. We are currently serving several clients in Union, Bergen, Passaic, Hudson, Essex, and Morris County and have recently completed several other local surrounding community projects. In order for SCE to provide the highest level of service to the Board of Education, we are utilizing professionals in both our Corporate Headquarters located in the Township of Roxbury (Flanders), County of Morris and our Central New Jersey Office located in the Township of Wall, County of Monmouth, New Jersey. SCE has invested a significant amount of time in the preparation of our qualifications package so the Board of Education can fully understand who we are, our vast capabilities, and our passion to be involved on upcoming projects.

The SCE Project Team has significant experience with designing Board of Education facilities and athletic facilities throughout the State of New Jersey. SCE most recently completed the design of the Irvington High School Stadium synthetic turf fields and running track, improvements at Hanover Park High School, Whippany Park High School, Caldwell High School, West Caldwell Middle School, Lawrence Township High School athletic facility improvements, the multi-use synthetic turf fields, sports lighting and building improvements at Boverini Stadium for the Passaic Public Schools, the synthetic turf multi-purpose fields and running track at Union Catholic High School, and the synthetic turf multi-purpose field and running track at Dover Public Schools, and new stadium sports lighting and improvements for the Mercer County Park Commission and Trenton Thunder at Arm & Hammer Stadium at Mercer County Waterfront Park in Trenton. SCE is also presently completing building facility design improvements for at Memorial Stadium in the City of New Brunswick, New Jersey and building improvements for Dover Board of Education.

SCE is a multi-disciplined civil engineering, landscape architecture, environmental science and land surveying firm providing professional services to municipalities, counties, park commissions, colleges, boards of education, water and wastewater utilities and private facility owners. SCE was established in



1986, and has grown to a mid-size engineering firm. SCE prides itself in providing responsive professional services to its diverse client base throughout New Jersey utilizing state-of-the-art management and engineering procedures.

All members of the project team understand the importance of budgets, schedules and quality control and have real-time information available to our managers and staff to keep them informed so they can best manage your projects. Today's project schedules are controlled by regulations and permits; we understand and manage each project's critical path for on-time and on-budget completion. We also understand the importance of client communication and building long term business relationships. We are sensitive to our clients, their constituents and each project's stakeholders' needs. All of our projects are managed by a principal of the firm who is always available to make sure you receive prompt response and sound answers to your questions and long-term continuity with the individual in charge.

SCE maintains a qualified full-time professional staff that includes Licensed Professional Engineers, Licensed Landscape Architects, Land Surveyors, Licensed Planners, Certified Municipal Engineers (CME) and Environmental Scientists. Our group of experienced and highly competent technical and administrative personnel supports this professional staff. This range of professional and technical resources enables SCE to develop cost-effective, customized solutions to our clients' regulatory compliance and project needs. Through the use of our frequently upgraded project management software, all key staff have the ability to monitor and update critical project information including budgets, schedules, deliverables and milestones.

Please find attached one (1) original and four (4) copies of our proposal package for your review. We look forward to providing our professional services to Union Township Board of Education for Civil Engineering Services on any of your upcoming projects. We are available to meet to answer any questions you may have, and to discuss our qualifications and how the SCE project team will *exceed your expectations and provide you with the highest level of client service*. Should additional information be required, please do not hesitate to contact me in the office at our office. Thank you for your consideration of our qualifications.

Very truly yours,  
SUBURBAN CONSULTING ENGINEERS, INC.

*Joseph D. Perello /KMC*

Joseph D. Perello, LLA, ASLA, PP  
Vice President & Principal

SECTION 2: COMPANY BACKGROUND & HISTORY



II. COMPANY BACKGROUND & HISTORY



## SUBURBAN CONSULTING ENGINEERS, INC.



*Corporate Office*

96 U.S. Highway 206, Suite 101  
Flanders, NJ 07836  
P.: (973) 398-1776  
F.: (973) 398-2121



*Central NJ Office*

Paynter's Ridge Office Park  
2430 Highway 34, Building A  
Wall, NJ 08736  
P.: (732) 282-1776



**Company Email Addresses:**  
[info@suburbanconsulting.com](mailto:info@suburbanconsulting.com)  
[marketing@suburbanconsulting.com](mailto:marketing@suburbanconsulting.com)

SCE is a mid-sized civil & municipal engineering, landscape architecture, environmental science, land surveying and planning firm established in 1986, providing quality, state-of-the-art professional services. We pride ourselves on providing cost-effective and creative engineering solutions on each of our client's projects. Clients served by SCE include municipal, county and state governments and their agencies, school districts, utility authorities, private businesses, community associations, other professional firms and individual project owners.

***"Our goal is to make our client's vision a reality"***

SCE's experienced professionals provide cost-effective and creative design solutions that balance the natural and man-made environments and respond to the needs of the clients and communities we serve.

Qualified Full Time Professional Staff Include:

- ❖ Professional Engineers
- ❖ Landscape Architects
- ❖ Certified Municipal Engineers
- ❖ Environmental Scientists
- ❖ Professional Planners
- ❖ Land Surveyors
- ❖ Construction Observers

***Committed to  
EXCELLENCE, ECONOMY, ENVIRONMENT***

Throughout SCE's history, we have valued our relationships with our clients. Timely, cost-effective completion of a quality work product that meets client requests is our primary objective. To ensure accomplishment of this objective, a principal of the firm is involved in management roles on every project and will be communicating with the client throughout the duration of the project. Our technologically advanced management software is continuously upgraded for all projects, and every key staff member can monitor and update critical project information including budgets, schedules, deliverables and milestones.



# COMPANY BACKGROUND & INFORMATION

## PROFESSIONAL SERVICES OVERVIEW

### MUNICIPAL SERVICES

SCE represents municipal, county and state governmental agencies. Services include special project designs and multi-year appointments. SCE provides grant and funding program assistance and has secured millions of dollars of aid for clients. SCE also actively assists in reconstructing and re-aligning roadway infrastructure, including bridge replacement projects, building renovations, parking, DPW facility improvements, stormwater management compliance.

### PARKS, RECREATION & ATHLETIC FACILITY DESIGN

SCE custom-tailors services to meet the needs of each individual facility and project site. SCE provides planning, design, consultation and construction inspection services for a wide variety of projects including athletic complexes, parks & recreation facilities, active and passive community spaces, streetscapes, urban design and waterfront developments.

### WATER/WASTEWATER ENGINEERING

Consulting to public and private-sector water and wastewater utilities is a primary area of service. SCE provides engineering services geared towards navigating the ever-changing regulatory requirements, asset management needs, and infrastructure repair and replacements. Planning, design, and construction phase services for the collection, treatment and distribution of water resource systems are at the core of our company's capabilities.

### COMMUNITY ASSOCIATION SERVICES

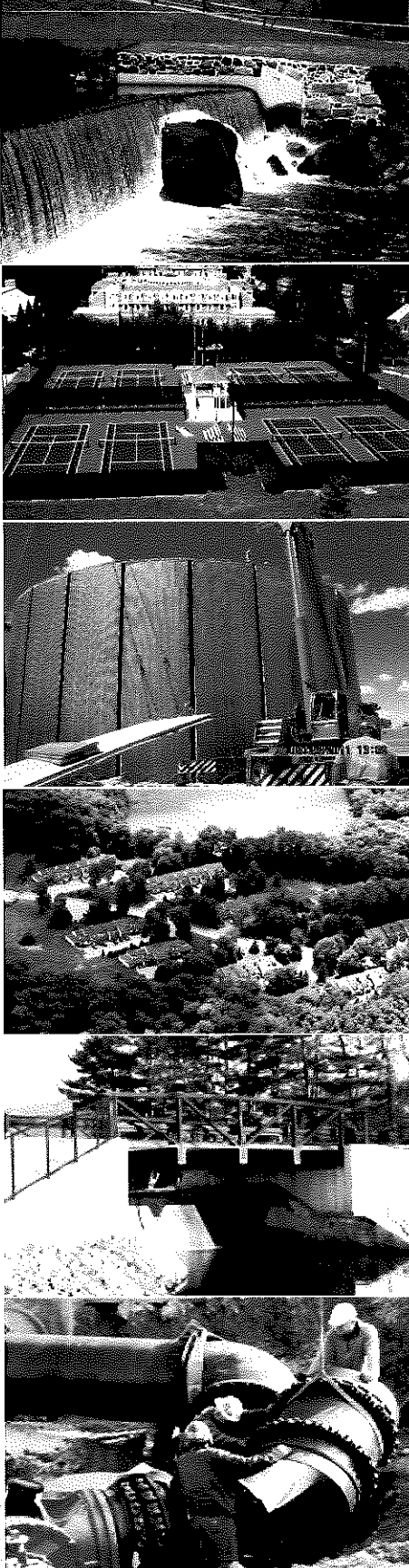
SCE combines municipal engineering experience with specialized expertise in the Community Association sector. SCE resources include an extensive knowledge of building codes and inspection requirements and an expert understanding of the municipal land use planning and approval process which communities face on a daily basis.

### SITE DEVELOPMENT & ENVIRONMENTAL SERVICES

SCE's services address today's stringent development standards with innovative and alternative solutions. We are familiar with critical regulatory and environmental compliance requirements and have an open communication and understanding with regulatory agencies at all levels.

### SURVEYING SERVICES & LAND DEVELOPMENT

SCE now offers high-definition surveys and laser scanning to provide our clients with more innovative solutions at project sites. The technology reaches a multitude of services including creating topographical maps, generating 2D and 3D CAD views, and measuring distances, areas and volumes of project sites. Our services address today's more stringent development standards with creative and alternative solutions.





# COMPANY BACKGROUND & INFORMATION

## MANAGEMENT & PERSONNEL

SCE's professional staff is supported by highly competent technical and administrative personnel group with extensive experience in budgeting, managing, and project coordination. To meet our client's goals, a principal of the firm is responsible for managing each project. A principal of the firm is assigned to and responsible for each and every project in-house. This includes; defining technical procedures and methods required to provide the contracted work, effective communications with clients, establishing adequate staffing, scheduling, quality assurance and cost controls.

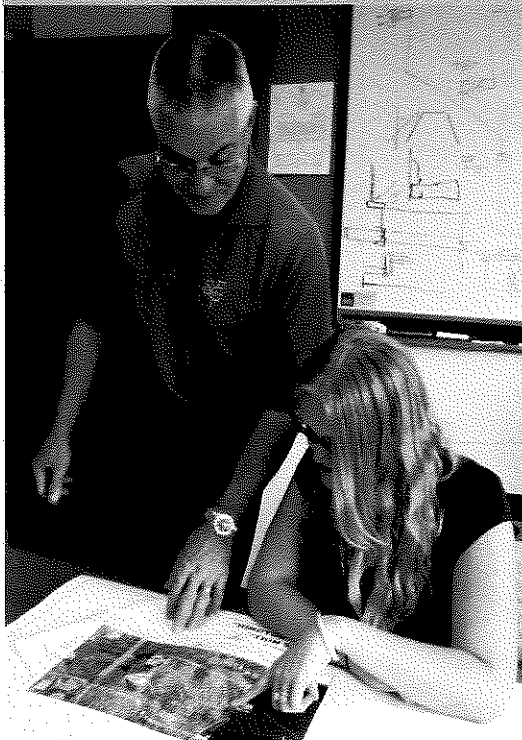
Professionals and technical staff from appropriate disciplines support the principal assigned to each project. We continue to develop and maintain a diversified staff of professionals and technical support staff at various levels of experience to approach each phase of a project in an economical manner. This provides long term client relations and assurance of continuity to our clients in future endeavors. Key personnel are made known to our clients in advance and are assigned through the completion of the project.

*SCE is very cognizant of the fact that our reputation is an important aspect of business and we strive to maintain our client's trust and satisfaction throughout each and every project.*

## QUALITY ASSURANCE/QUALITY CONTROL

Quality Assurance (QA) is the verification of the effectiveness of quality control measures. SCE utilizes a company-approved corporate Quality Assurance Manual that includes company standards and appropriate Department Units Quality Assurance Checklists. The Checklist items are the major design criteria that are important to assure accurate development of project design and contract documents.

Our QA/QC Manager and Project Manager will ensure that the SCE team adheres to the approved Quality Assurance Manual. Experienced field engineers make reviews periodically during the design process to make sure that the designs are constructible, practical and economical. SCE's reputation over the years is based on its history of providing a quality product within budget. With a multitude of experienced personnel in various disciplines, our Project Managers will utilize the "in-house expert" in the field, as well as consult with individuals who have encountered a specific situation before and addressed seemingly insolvable design issues quickly, efficiently and effectively.



# COMPANY BACKGROUND & INFORMATION

## SOFTWARE & TECHNOLOGY

To provide our clients quality, cost-effective services SCE has and will continue to invest in state-of-the-art computers and engineering and surveying equipment. SCE always maintains all industry standard software and technology to provide our clients with optimal services on a daily basis. In-house software and technology include the following:

- ❖ Civil 3D AutoCAD
- ❖ AutoDesk World
- ❖ ESRI's ArcView
- ❖ Geographical Information Systems (GIS)
- ❖ Haestad's PondPack and WaterCAD
- ❖ HEC RAS
- ❖ High Definition Surveys & Laser Scanning
- ❖ Adobe Master Collection
- ❖ Many other industry-recognized programs for engineering design.



***Committed to***

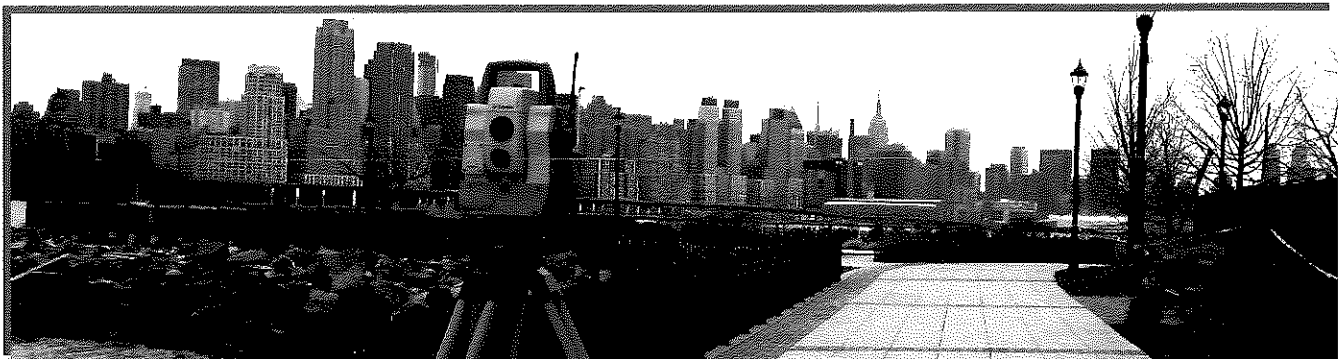
***EXCELLENCE***

***ECONOMY***

***ENVIRONMENT***

***"Keeping up with the latest Industry Standard Technology"***

SCE recognizes that all engineering related projects range from both common to complex and in order to provide our clients with the most cost-effective solutions, a variety of technology and software may be necessary on each individual project. Based on this understanding, SCE offers both highly-revolutionary and conventional state-of-the-art technology and continues to maintain today's latest industry standard technology. Providing our clients with the best economical and environmentally efficient services is highly valued at SCE.



# COMPANY BACKGROUND & INFORMATION

## AFFILIATIONS & LICENSES

*American Society of Civil Engineers*

*National Society of Professional Engineers*

*New Jersey Society of Municipal Engineers*

*New Jersey Utility Association*

*American Society of Landscape Architects*

*American Water Works Association*

*American Sports Builders Association*

*Water Environment Federation*

*North Jersey Water Conference*

*New Jersey Recreation & Park Association*

*American Society for Testing and Materials*

*Institute of Transportation Engineers*

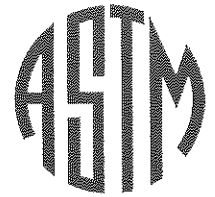
*NJ Society of Professional Land Surveyors*

*American Congress on Surveying & Mapping*

*Pennsylvania Society of Land Surveyors*

*Community Association Institute*

SCE is proud of our group of professionals and management staff which are second-to-none in the industry. SCE values our professionals and their dedication to being actively involved in a variety of organizations and membership programs, which apply to their specific fields of expertise. We acknowledge the importance of these programs and affiliations and how they provide SCE with continual up-to-date information and policies that face many of our client's projects. We are confident to state that our group of highly educated professionals will meet and exceed all of your expectations.



American Society for Testing and Materials



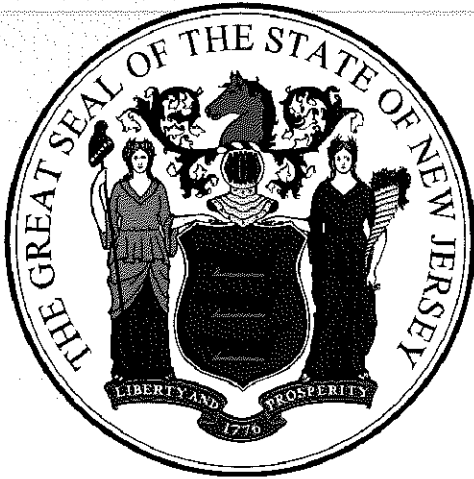
## PROFESSIONAL REGISTRATIONS & LICENSES

- Professional Engineer (NJ, NY)
- Certified Municipal Engineer
- Licensed Landscape Architect
- Registered Landscape Architect
- Professional Planner
- Licensed Land Surveyor
- Certified Playground Safety Inspector
- Underground Storage Tank
- Occupational Safety & Health Administration (OSHA)
- DCA – Building Inspector & Construction Official



# COMPANY BACKGROUND & INFORMATION

## REGISTRATIONS & CERTIFICATIONS



*Business Registration Certificate*

*Employee Information Report*

*Liability Insurance*

*Small Business Enterprise*

*Certificate of Authorization*

*Certificate of Authorization of  
Landscape Architecture*

*New Jersey School Development  
Authority Prequalification*

*Division of Property Management  
and Construction Prequalification*

SCE is in compliance with all Local, State and Federal regulations and laws as it relates to registrations and licenses to practice engineering and landscape architecture services in the State of New Jersey. We have professional engineers, landscape architects, planners, certified municipal engineers and land surveyors on staff to perform all types of services. Another factor that distinguishes SCE from its competitors is that we are a certified *Small Business Enterprise (SBE)*, which is often desired by counties and municipal clients for specific projects. SCE also maintains liability insurance and is in compliance with all applicable federal and state affirmative action laws. We understand our client's desire to employ professionals with proper credentials and make it a matter of policy to maintain these certifications and registrations yearly.

***"Licensed & registered in the State of New Jersey  
to practice engineering, land surveying, and  
landscape architecture services"***

In order to provide the highest level of services to our school district clients, SCE is prequalified with the New Jersey Schools Development Authority (NJSDA) and also through the State of New Jersey Department of the Treasury Division of Property Management and Construction (DPMC). SCE recognizes our clients need for these qualifications and licenses for particular projects and continually renews these certifications. All the licenses and certifications materials can be obtained by contacting our main office headquarters office located in Mt. Arlington.

*SCE is committed to providing our clients with outstanding professional services and best practiced solutions on all projects no matter the size. Contact us today to learn more about our services and how we can help you.*



SECTION 3: DESCRIPTION OF SERVICES



III. DESCRIPTION OF SERVICES



## UNION TOWNSHIP BOARD OF EDUCATION

### REQUEST FOR PROPOSALS CIVIL ENGINEERING SERVICES

SUBURBAN CONSULTING ENGINEERS, INC. (SCE) is highly qualified to provide Union Township Board of Education with all requested engineering services listed in their Request for Proposals (RFP). In order to provide the highest level of service to Union Township Board of Education, SCE will utilize professionals in both our Headquarters Office located in the Township of Roxbury (Flanders), County of Morris and our Central New Jersey Office located in the Township of Wall, County of Monmouth office to cover all consulting engineering services necessary on your projects.

SCE has a wide presence with providing Civil Engineering services to various Board of Educations throughout the State of New Jersey. SCE has served several Board of Education's throughout the state of New Jersey, including Hanover Park Regional School District, Lawrence Township Board of Education, Passaic Board of Education, Clinton Board of Education, Point Pleasant Board of Education, and Dover Board of Education.

SCE's *Vice President, Mr. Joseph Perello, LLA, PP, ASLA* has served both engineering and landscape architect services to various Board of Educations throughout his 30 year career. He has performed reviews of land use applications, performed tree management studies, reviewed woodlands management plans, and has provided design and construction management services on hundreds of projects for landscape architectural amenities and aesthetic improvements. The Boards of Education that Mr. Perello has provided these services to include: Lawrence Township Board of Education, West Caldwell School District, Caldwell School District, Passaic Board of Education, New Brunswick Public Schools, Manchester Regional High School District (Haledon, NJ), Hanover Park Regional High School District (East Hanover & Whippany, NJ), Town of Dover Board of Education, City of Elizabeth Board of Education, Irvington Board of Education, Clinton Township Board of Education, Warren Hills School District, Wharton Board of Education, Mount Saint Mary Academy, Union Catholic High School, Newark Academy Livingston, Mary Help of Christian Academy, Point Pleasant School District, and Lakeland Regional High School (Wanaque, NJ).

### **Municipal Engineering**

SCE is a full service civil engineering firm with an extensive array of experience and expertise. Our corporate goal is to provide our municipal clients with a full scope of services that will eliminate unnecessary outsourcing of services. Our broad, in-house, professional range of services eliminates downtime, potential project confusion and misunderstandings. SCE has the ability, knowledge and understanding to work as an integral part of a design team to orchestrate professional services to meet a client's needs.

SCE has been actively representing local and county governmental agencies throughout the State of New Jersey over the past 30 years. Our services range from securing special project designs to multi-year appointments. As municipal engineers in many municipalities, our duties have included technical guidance for all governmental departments. Specifically, we provide assistance to Department of Public Works associated with facility improvements, from evaluation of existing structures to designing entire sites including composting and recycling facilities. Successful projects have included preparation of

## UNION TOWNSHIP BOARD OF EDUCATION

procurement specifications for purchasing items such as street sweepers, packer trucks, ambulances and fire trucks. Facility projects that have been completed in the past have included salt storage buildings, maintenance garages, weigh scales, fuel depots and structural repair of buildings. SCE has been actively assisting municipalities and county governments in reconstructing and re-aligning their roadway infrastructure and designing drainage improvements. We have been involved with the implementation of several county bridge replacement projects that has included complicated issues associated with NJDEP regulatory compliance. We are also currently providing assistance to several municipalities to meet the requirements of the NJDEP Stormwater Management rules. Other current public projects designed and implemented by SCE include, but are not limited to:

Springwood Park	City of Asbury Park
Orchard Park Tennis Courts	Wall Township
Camp Evans Roofing Improvements	Wall Township
Pond & Landscape Improvements	Lakewood Four Seasons Community Association
Hetzel Field Park	City of Trenton
Streetscape Design – Phase II	Borough of New Providence
Street and Drainage Improvements	Township of Parsippany
Street and Drainage Improvements	Township of Morris
Digital Tax Map Preparation	City of Passaic
Holland Park	City of Elizabeth
Ironbound “B” Field & Park Improvements	City of Newark
Trenton Thunder Stadium Improvements	Mercer County Park Commission

Special project consultation services have also been provided over the years which have assisted municipal governments and private clients in successfully completing projects such as historic preservation of buildings, playgrounds, streetscapes and memorials. Our understanding of many grant programs in the state has allowed us the opportunity to secure several millions of dollars of aid for our clients. SCE has also been available to assist in the implementation of new ordinances associated with land development, site improvements, redevelopment and stormwater management.

## Water & Wastewater Engineering

SCE is extensively involved in municipal and private water and wastewater systems engineering design, permitting, rate studies, regulations, project design and contract administration. Our staff of professionals and technical support personnel includes individuals experienced in water distribution and wastewater collection systems, pump stations, treatment plants, treatment works approvals, Bureau of Safe Drinking Water and Bureau of Water Allocation permitting, watershed management planning, municipal finance and construction and related engineering disciplines. Recent projects completed by SCE included, but are not limited to, the following:

Halstead Street Water Main Extension	Town of Clinton
Charles Street Water & Sewer Main Relocation	City of New Brunswick
Sanitary Storm Sewer Replacement - Rehabilitation	City of New Brunswick
DPMC – Knowlton Sewage Treatment Facility	State of New Jersey
Green Street Tank Replacement	Town of Boonton
Glenfield Well and Treatment Facility Redesign	Township of Montclair
Leigh Street Water Main Replacement	Town of Clinton

# DESCRIPTION OF SERVICES

## UNION TOWNSHIP BOARD OF EDUCATION

Downtown Water Main Replacement	Town of Clinton
2.5 MG Water Tan Rehabilitation	Town of Clinton
Asset Management	Village of Lake Glenwood Water System
Fire Hydrant Mapping	Town of Clinton
Glen Ridge Sanitary Sewer Main Rehabilitation	Borough of Glen Ridge
Montclair Sanitary Sewer Main Rehabilitation	Township of Montclair

Currently, SCE is under contract with the following municipalities, as their water and/or wastewater consultant:

- Township of Montclair
- Borough of Glen Ridge
- Town of Boonton
- Town of Clinton

Our design experience has benefited many of our clients in implementing much-needed water and wastewater infrastructure rehabilitation and replacement projects. These projects are often identified and developed in master plans, enabling the utilities to plan and budget for their implementation prior to escalating emergency repairs, which often interrupt service at great expense.

In today's continuously changing regulatory climate, water and wastewater system owners and operators require the assistance of experienced design engineers to ensure the safe and reliable operation of these systems through continuous monitoring and improvements. In a proactive response to issues raised regarding homeland security, SCE invested in a training program for RAM-W certification to prepare vulnerability assessments to further serve our clients.

## Planning/Parks & Recreation Engineering

SCE is a leader in recreational and park facility planning, design and implementation. We have successfully completed many award winning municipal recreation and park facilities projects throughout the State of New Jersey. SCE is highly experienced in providing design, permitting and contract administration services for the development of these projects. SCE has significant experience in designing state-of-the-art park, recreation and athletic facilities throughout the State of New Jersey for Municipalities, Counties, Board of Education, Colleges and Universities. Our project team members have also provided professional design services for several noteworthy and award winning facilities for clients including the Township of Brick, Borough of Point Pleasant Beach, Borough of Point Pleasant, City of Passaic, City of Long Branch, Borough of Pine Beach, Borough of Tuckerton, Wall Township, Randolph Township, City of Trenton, Monmouth County Parks, Mercer County, Mount Saint Mary Academy, the City of Elizabeth and the County of Essex.

Our professionals are actively involved with the American Sports Builders Association (ASBA), the New Jersey Recreation and Parks Association (NJRPA), the American Society of Landscape Architects, National and State Chapters (ASLA and NJASLA), the New Jersey Society of Professional Engineers (NJSPE), American Institute of Architects (AIA) and have participated in professional development events and shared technical information with the Synthetic Turf Council (STC). They also have studied with the National Playground Safety Institute (NPSI) and are Certified Playground Safety Inspectors (CPSI's). We are very familiar with the design and construction standards of the playground and recreation industry and the latest products and have experience in preparing the design of more than 350 park, recreation and playground throughout the region.



## UNION TOWNSHIP BOARD OF EDUCATION

New Jersey Recreation and Parks Association (NJRPA) recently recognized two (2) park/recreation facilities designed by SCE, as 2014 excellence in design projects. The Holland Park and Skate Plaza in the City of Elizabeth included skate park elements and a playground equipment with a multi-use area for public gatherings and a farmer's market and the Turtle Back Zoo – Prehistoric Playground consisting of over forty (40) individual play elements with separate area designed for different age groups. The entire playground was an inclusive design for children of all abilities. SCE's design team has also received over 25 other awards for various park and recreation projects.

Other significant park projects recently completed by SCE or presently in the design phase include the following projects:

Boverini Stadium, Passaic (Phase I & II)	Passaic Board of Education
Irvington Track and Field Complex, Irvington	Irvington Board of Education
Tennis Court Reconstruction	The College of New Jersey (TCNJ)
Trenton Thunder Stadium Lighting Design	Mercer County Park Commission
J.J. Braddock Park Athletic Facility	County of Hudson
Springwood Park	City of Asbury Park
Holland Playground & Skate Park	City of Elizabeth
Turtle Back Zoo Prehistoric-Themed Playground	County of Essex
Ironbound B Field Park Improvements	City of Newark
Hetzel Field Park	City of Trenton
Roberto Clemente Field	City of Passaic
Pulaski Park Improvements	City of Passaic
Hamilton Field, Dover (Phase I & II)	Dover Board of Education

SCE approaches parks and recreation facility design uniquely, with a focus on community based input to the design process. We have found this approach to result in the most cost-effective and user-friendly facilities that most completely meet the needs and expectations of the community. SCE's involvement in construction phase services also serves to insure the accurate and complete construction of facilities that provide the long-lasting benefits to its' community.

## Environmental Engineering

The investigation of sites with potential hazardous waste issues requires skill and talent that SCE has acquired through years of experience dealing with the New Jersey Department of Environmental Protection's (NJDEP's) many regulatory programs. Whether coordinating with the Site Remediation and Waste Management Program, the Division of Water Quality, or the Air Quality Permitting Program, a solid knowledge of the NJDEP Regulations is essential in moving projects forward to completion. SCE's experience includes soil and groundwater remediation of contaminated sites and project specific remediation to address individual project/site issues and constraints (e.g., asbestos abatement, lead-based paint remediation, historic fill, etc.). SCE is intimately familiar with many different municipal state and federal agency policies and procedures including those established by the NJDOT, OSHA and the New Jersey Department of Labor. Our multitude of completed government contracts has provided us with the knowledge to administrate the required procedures to comply with client policies.

SCE's services address today's more stringent development standards with innovative and alternative solutions. We address critical regulatory and environmental compliance requirements with open

## UNION TOWNSHIP BOARD OF EDUCATION

communication and understanding with regulators, and we are cognizant of client's often-limited financial resources by developing cost-effective approaches and solutions. With qualified professionals and two (2) office locations in both north and central New Jersey, we are able to provide emergency response services to most areas throughout the state.

### Regulatory Compliance

Federal, state, and local regulations permeate through every type of project undertaken by SCE. SCE has provided our clients with assistance in the generation of strict contract documents that address all aspects of the regulatory industry. Prior to the implementation of any project, an evaluation of implications associated with agency jurisdiction is determined to establish a thorough project approach. This process ensures complete compliance with all federal, state, and local regulations. To accomplish this task, a thorough knowledge of both the regulations involved and the process in which to ensure compliance with those regulations is key to a successfully complete project. SCE has decades of experience in dealing with the federal, state and local regulators and their ever-changing regulatory compliance bureaucracy.

Among the vast spectrum of agency regulations, SCE has extensive experience in:

- Bureau of Freshwater Wetlands
- Stream encroachment/flood hazard areas
- NJDEP stormwater regulations
- CAFRA regulations and permitting
- Soil erosion and sediment control
- Highlands
- Bureau of Underground Storage Tanks
- NJDEP site remediation
- Bureau of safe drinking water
- Sewer extension and construction
- Watershed management
- NJDOT highway access
- County road opening
- County planning board
- BOCA and UCC
- Americans with Disabilities Act
- Department of Community Affairs
- Tax Maps
- Water quality management planning
- NJPDES
- Treatment Works Approvals
- OSHA

### Land Development Engineering

SCE is a diverse firm with many capabilities, including full-time land surveying and environmental staff. It is the intent of the firm to represent clients from both the private and public sectors. By doing so, we are better prepared and up-to-date on all regulatory and permitting issues and requirements. We enjoy the experience which is gained by preparing residential subdivision and commercial site plan improvements and presenting these plans to municipal, county and state agencies for review and approval. We regularly interact with all divisions of the NJDEP regarding wetlands, water quality, wastewater plans and Highland's regulations issues, etc., in addition to county soil conservation districts and planning boards. We feel that this combination of private sector design experience, assembled together with our public agency overview and inspection experience provides SCE with a broad-spectrum knowledge base which provides our municipal clients with excellent services.

SCE represents many other municipalities as Municipal and/or Planning Board Engineers and has done work for many water and sewer authorities, and we have the ability to share our experience from these

## UNION TOWNSHIP BOARD OF EDUCATION

agencies with our new clients. Some of our employees are active, or past members of other, local municipal planning boards, regional sewer authorities, and/or presently serve as elected officials in these Sussex, Morris and Warren County communities, which provides us with a wealth of municipal understanding and experience. This experience also adds to our understanding of the state development and redevelopment plan.

### **Land Surveying**

The surveying and mapping division of SCE consists of Professional Land Surveyors, drafters, field and office technicians and support personnel has extensive experience on decades of projects completed for private and public clients. Utilizing state-of-the-art surveying equipment consisting of Global Positioning System receivers, total robotic stations and data collection, projects are completed ranging in size from individual residential property surveys to large acreage boundary surveys undertaken for the State of New Jersey.

SCE is also actively utilizing its LiDAR scanning system to perform detailed imagery and data collecting for complex structural repair projects. This instrumentation is also being utilized to expedite the assessment and design of complex drainage issuers. Site monitoring to verify the extent of settlement or structural movement is also being performed for clients.

Other land surveying services SCE provides to our municipal clients includes numerous infrastructure projects for county and state clientele throughout the State of New Jersey. Prior to design and construction of these projects for the public sector, existing conditions are field surveyed as the project warrants, mapped and used as the basis for the project design. Upon construction completion, the base mapping and design drawings are used by survey personnel to perform an as-built survey of the finalized project and preparation of final record drawings are completed for the client.

SCE also has vast experience in the maintenance and updates of municipal tax maps along with other official mapping needs of the municipalities. A recent project completed by SCE was the preparation of all new electronic tax maps for the City of Passaic. This involved the collection and plotting of thousands property deeds along with the research of other record drawings and historic information to prepare the final maps. The utilization of our in-house survey capabilities assists in keeping our projects under budget and on time. SCE prides itself with providing full in-house services for the benefit of all our clients.

SECTION 4: SCOPE OF SERVICES



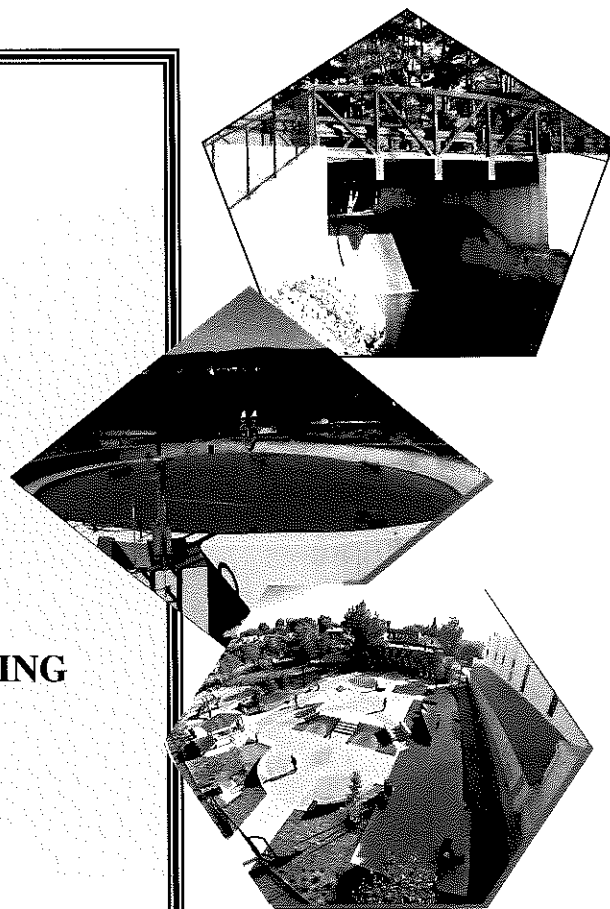
IV. SCOPE OF SERVICES



## PROFESSIONAL ENGINEERING SERVICES

SCE is a multi-disciplined civil and municipal engineering, landscape architecture, environmental science, land surveying and planning firm providing quality, state-of-the-art professional services to various public and private clients. With the growth of the firm, we have successfully developed a staff of professionals to provide a much broader scope of services, which keeps pace with today's regulatory environment and development standards. Our roots are deep in traditional with civil and infrastructure engineering and we address critical regulatory and environmental compliance requirements with open communication and understanding with regulators, while staying cognizant of client's often limited financial resources by developing cost-effective approaches and solutions. SCE provides professional solutions in the following major service categories:

- ❖ MUNICIPAL ENGINEERING
- ❖ WATER & WASTEWATER ENGINEERING
- ❖ LANDSCAPE ARCHITECTURE
- ❖ PARKS & RECREATION FACILITIES
- ❖ LAND SURVEYING
- ❖ ENVIRONMENTAL ENGINEERING
- ❖ LAND DEVELOPMENT
- ❖ REGULATORY COMPLIANCE



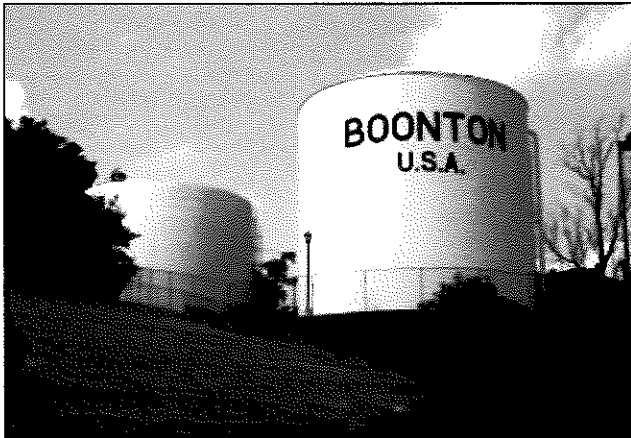
In providing services in the above categories, SCE has developed a complete range of support services to provide economic and timely project deliverables. These services include CAD design and drafting, GIS, document and drawing reproduction, professional representation, building inspection, expert testimony, engineering estimates, soils permeability analysis, and reserve studies. Project deliverables are formatted and prepared in both digital and traditional hard copy formats.

The following pages further describe the capabilities and range of services provided by SCE.

# MUNICIPAL ENGINEERING SERVICES

SCE has been actively representing local and county governmental agencies throughout Northern New Jersey over the past two decades. Our services have ranged from securing special project designs to multi-year appointments. Successful projects have included preparation of procurement specifications for purchasing items such as street sweepers, packer trucks, ambulances and fire trucks. Facility projects that have been completed include salt storage buildings, maintenance garages, weigh scales, fuel depots and structural repair of buildings. SCE has been actively assisting municipalities and county governments in reconstructing and re-aligning their roadway infrastructure, including bridge replacement projects.

Special project consultation services have also been provided such as historic preservation of buildings, playgrounds, streetscapes and memorials. Our understanding of many grant programs in the state has allowed us the opportunity to secure several millions of dollars of aid for our clients. SCE has also been available to assist in the implementation of new ordinances associated with land development, site improvements and stormwater management.



## Municipal Services Offered by SCE:

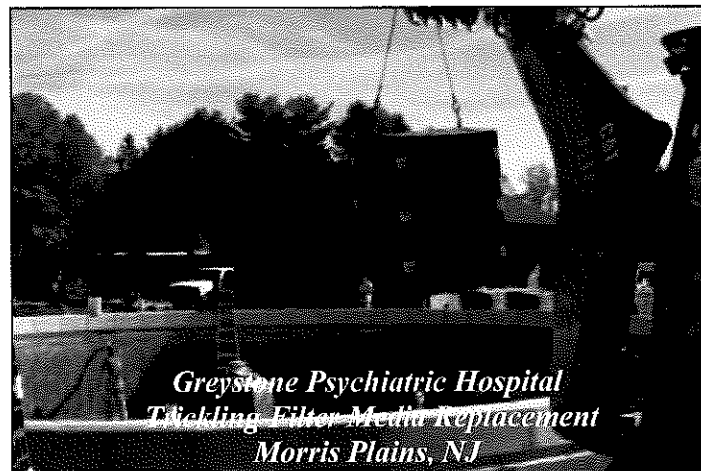
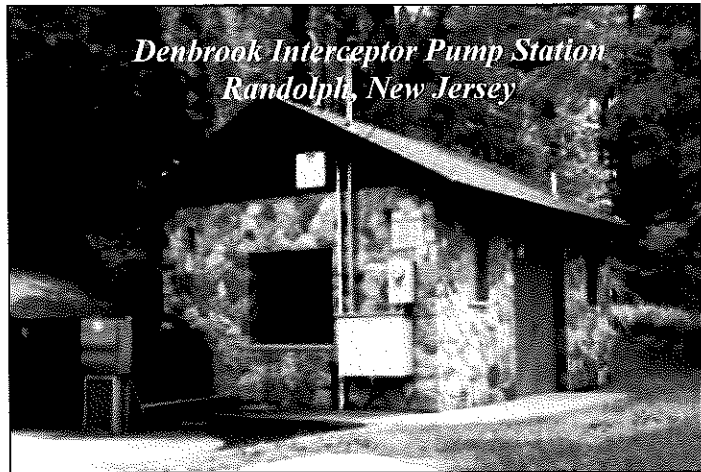
- Municipal Engineer
- Planning Board Engineer
- Board of Adjustment Engineer
- Capital Project Coordinator
- Ordinance Preparation
- Recycling Studies
- Solid Waste Studies
- Site Plans
- Drainage Design
- Roadway Design
- Water Distribution
- Sanitary Sewer
- Salt Storage Facility
- Fuel Storage & Dispensing Facility Design
- Parks & Recreation Facility Design
- NJDEP Permitting
- Green Acres Applications
- Inspection
- Public Outreach Programs
- Structural Evaluations & Assessments
- Procurement Specifications & Grant Applications
- Community Development Grant Application Preparation



## WATER & WASTEWATER

SCE Offers the Following Water and Wastewater Services:

- Wastewater Management Plans
- Wastewater Treatment
- Collection Systems
- Lift Stations and Force Mains
- I and I Studies
- Subsurface Disposal
- Pipe Treatment
- Comprehensive Planning
- Infrastructure Rehabilitation
- Wells and Water Allocation Permitting
- GIS
- Water Treatment
- Water Storage
- Pump Station
- Transmission Mains
- Distribution Systems
- Meter Chambers
- Computer Modeling
- Water Accountability



SCE is extensively involved in municipal and private water and wastewater systems engineering design, permitting, rate studies, regulations, project design and contract administration. Our staff of professionals and technical support personnel includes individuals experienced in water distribution and wastewater collection systems, pump stations, treatment plants, treatment works approvals, Bureau of Safe Drinking Water and Bureau of Water Allocation permitting, watershed management planning, municipal finance and construction and related engineering disciplines.

A growing segment of these engineering services is centered on infrastructure rehabilitation. Specifically, trenchless technologies are being incorporated into projects to a greater extent. These approaches minimize impacts to project area users, can result in lower construction costs and are often implemented more rapidly than conventional construction methods. Cured in place lining, slip lining, directional drilling and state-of-the-art subsurface exploration are regularly integrated by SCE on these types of projects.

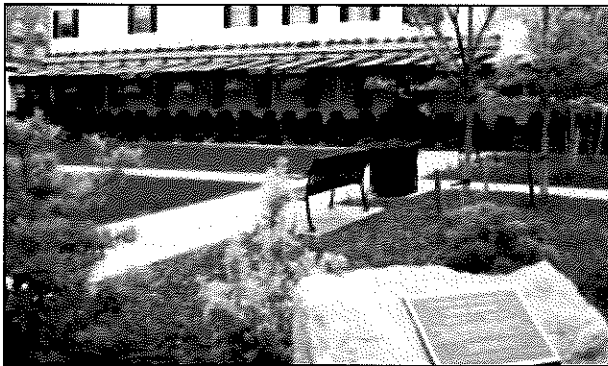
SCE is prequalified by the New Jersey Water Association to provide engineering services under the "Engineering Services for Small Water Systems" initiative.



# LANDSCAPE ARCHITECTURAL SERVICES

SCE provides our public and private clients with planning, design, consultation, and inspection services for a wide variety of projects including parks and recreation facilities, streetscapes, active and passive community spaces, specialty gardens, urban design, and waterfront development projects. Our landscape architecture team works collaboratively with clients to generate concepts that transform into results.

Our team of experienced professionals has developed a formula for success by recognizing that all projects must involve creativity, vision, technical expertise and economic considerations. By establishing a partnering environment with you at the beginning of a project and working together to formulate a vision, SCE will protect your interests while advancing your objectives. Our interactive design process provides cost effective and create land use design that balance the natural and man made environments and responds to the needs of a community. We have found that appropriate design of a project's physical environment enhances the general quality of life, thereby creating economic and social value.



## Landscape Architecture Services include:

- Landscape and Lighting Design
- Feasibility Studies
- Site Design and Construction Documentation
- Streetscapes and Urban Design
- Trails, Bikeways and Greenways
- Ecological Restoration and Environmental Enhancement Design
- Rain Gardens and Bioretention Facilities
- Active and Passive Recreation Facilities
- Recreational Master Planning
- Athletic Fields and Sport Courts
- Playground Design and Inspections
- Lake Restorations and Streambank Stabilization
- Landscape Maintenance Reports and Recommendations
- Amphitheater Design
- Aquatic Facilities and Spray Parks
- Waterfront Recreation and Marine Facilities
- Funding and Grant Application Assistance
- Recreation Facility Inventories & Assessments
- Redevelopment and Downtown Restoration
- Community Outreach & Public Involvement
- Land Use Planning and Testimony
- Municipal Reviews and Reports





## PARKS & RECREATION FACILITIES

SCE is a leader in recreational and park facility planning, design and implementation. We have successfully completed many municipal recreation and park facilities throughout northern New Jersey, encompassing a wide range of budgetary, environmental constraints, schedule limitations, and public input and participation. We understand what it takes to bring a successful park facility together.

New Jersey Parks and Recreation Association recognized Freedom Park, designed by SCE, as their 2003 award-winning project. This 2.5 million dollar facility included seven fields with athletic field lighting and irrigation, 300-stall parking, amenities, including pavilion, concession stands with restrooms, maintenance garage, playground, volleyball, basketball, trails, utilities, subsurface disposal systems and storm water management.

SCE approaches parks and recreation facility design uniquely, with a focus on community based input to the design process. We have found this approach to result in the most cost-effective and user-friendly facilities that most completely meet the needs and expectations of the community. SCE's involvement in the construction phase also serves to insure the accurate and complete construction of facilities that provide the long-lasting benefits to the community.



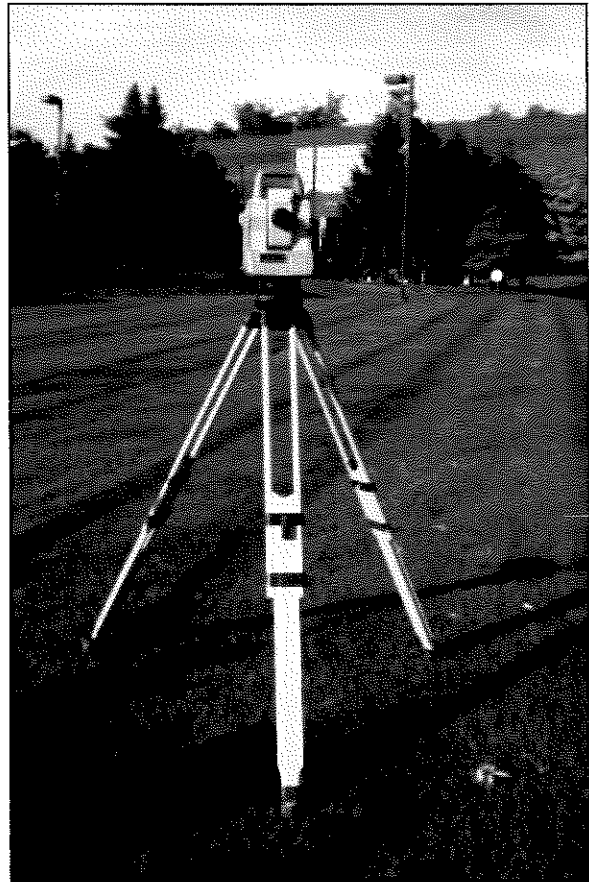
### Park and Recreational Facility Services include:

- Pedestrian and Vehicular Circulation Planning
- Baseball, Softball and Soccer Fields
- Jogging and Walking Paths
- Variance Application Review
- Land Use Planning and Testimony
- Municipal Planner
- Master Plan Preparation
- Ordinance Preparation
- Site plan and Subdivision Review
- Variance Testimony
- Play Grounds
- Athletic Facilities
- Lighting Plan
- Landscape Plan
- Contract Administration
- Grading Plan
- Contract Documents
- Community Outreach/Public Involvement
- Stormwater Management Facilities

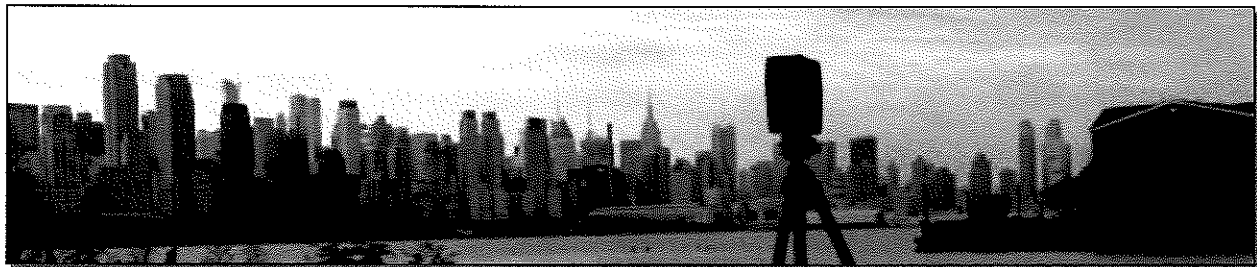


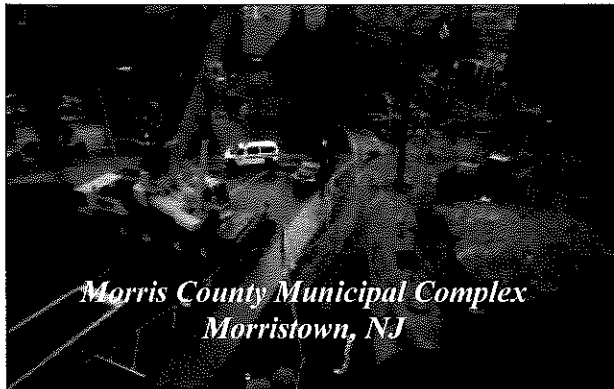
## Surveying Services:

- Metes and Bounds Descriptions
- Easement Maps and Descriptions
- Boundary Surveys
- Certified Maps
- Setting Property Corners
- Records Research
- Topographic Surveys
- Subdivision Maps
- Wetland Locations
- Planimetric Surveys
- Geodetic Control
- Tax Map Updates
- ALTA Surveys
- As-Built Mapping
- Construction Stake-Outs
- Map and Easement Reviews
- Monitoring Well Location Certifications
- Open Space and Farmland Preservation Surveys



The surveying and mapping division of SCE consisting of Professional Land Surveyors, drafters, field and office technicians and support personnel has extensive experience on decades of projects completed for private and public clients. Utilizing state of the art surveying equipment consisting of Global Positioning System receivers, total robotic stations and data collection, projects are completed ranging in size from individual residential property surveys to large acreage boundary surveys undertaken for the State of New Jersey. Other work includes numerous infrastructure projects that have been completed for county and state clientele throughout northern New Jersey.





## SCE Offers the Following Environmental Services:

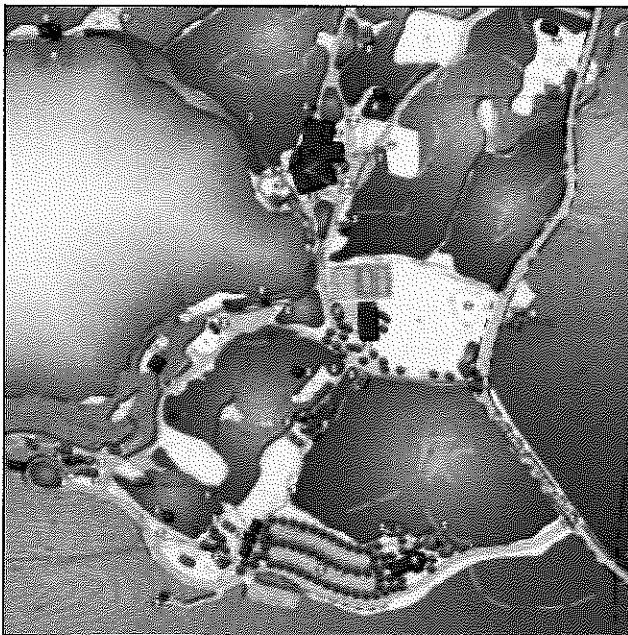
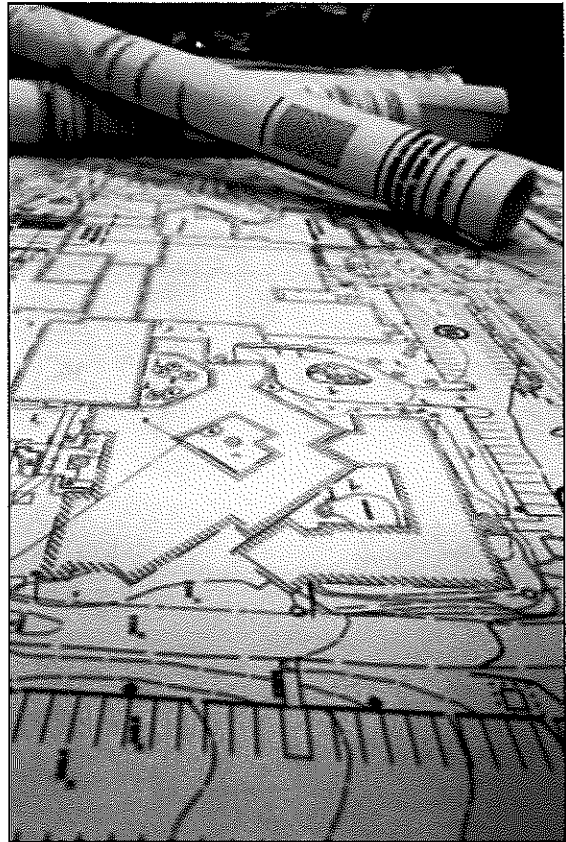
- UST Closure Plan
- Site Investigation
- Phase I and II Remedial Investigation
- Remedial Action Work Plan
- Natural Attenuation
- Active Remediation
- Contaminant Plume Delineation
- Phase I and II Environmental Audits
- Spill Prevention Plan
- Receptor Evaluation
- MOA's and MOU's
- Road Waste Investigation
- Storage and Dispensing Facilities
- Fuel Management Systems
- Fuel Monitoring System
- Technical Specifications
- Contract Administration
- Waste Classification and Disposal
- Monitoring Well Design and Sampling
- Water Quality Assessments
- Soil Screening

The investigation of sites with potential hazardous waste issues requires skill and talent that SCE has acquired through years of experience dealing with the New Jersey Department of Environmental Protection's (NJDEP) many regulatory programs. Whether coordinating with the Site Remediation and Waste Management Program, the Division of Water Quality, or the Air Quality Permitting Program, a solid knowledge of the NJDEP Regulations is essential in moving projects forward to completion. SCE is intimately familiar with many different municipal, state, and federal agency policies and procedures including those established by the NJDOT. Our multitude of completed government contracts has provided us with the knowledge to administrate the required procedures to comply with client policies.

SCE's services address today's more stringent development standards with innovative and alternative solutions. We address critical regulatory and environmental compliance requirements with open communication and understanding with regulators, and we are cognizant of client's often-limited financial resources by developing cost-effective approaches and solutions. Our qualified professionals are able to provide emergency response services to most areas in the state.

Land Development Services include:

- Major Subdivisions
- Variance Applications
- Stormwater Management Plans
- Utility Design
- Drainage Design
- Grading Plans
- Lighting Plans
- SESC Plans
- Constraints Mapping
- Concept Planning
- Regulatory Compliance
- Commercial Site Plans
- Residential Site Plans
- Structural Analysis
- Roadway Design
- Bridge Design
- Value Engineering
- Plot Plans/Septic Designs



Since its inception, SCE has been providing clients with engineering solutions on a wide range of projects. With the growth of the firm, we have been successful in developing a staff of professionals to provide a much broader scope of services, which keeps pace with today's project needs. Our services address today's more stringent development standards with innovative and alternative solutions; we address critical regulatory and environmental compliance requirements with open communication and understanding with regulators, and we are cognizant of client's often limited financial resources by developing cost-effective approaches and solutions.

# REGULATORY COMPLIANCE

Federal, state, and local regulations permeate through every type of project undertaken by Suburban Consulting Engineers, Inc. SCE has provided our clients with assistance in the generation of strict contract documents that address all aspects of the regulatory industry. Prior to the implementation of any project, a thorough evaluation of implications associated with agency jurisdiction is determined to establish a thorough project approach. This process ensures complete compliance with all federal, state, and local regulations. To accomplish this task, a thorough knowledge of both the regulations involved and the process in which to ensure compliance with those regulations is key to a successfully complete project. SCE has decades of experience in dealing with the federal, state, and local regulators and their ever-changing regulatory compliance bureaucracy.

**NJTRANSIT**  
The Way To Go.



SCE Offers the Following Regulatory Compliance Services:

- Bureau of Freshwater Wetlands
- Stream Encroachment/Flood Hazard Areas
- NJDEP Stormwater Regulations
- Highlands
- NJDEP BUST and Site Remediation
- NJDEP Bureau of Safe Drinking Water
- Sewer Extension and Construction
- Watershed Management
- NJDOT Highway Access
- County Road Opening
- County Planning Board
- BOCA and UCC
- ADA
- DCA
- Water Quality Management Planning
- NJPDES
- TWA
- OSHA
- NJDEP Green Acres
- NJDEP Dam Safety
- Soil Conservation District