

YOUR GOALS. OUR MISSION.

TMOH-14474

June 4, 2014

Mr. James J. Damato, Esquire
General Counsel
Union Board of Education
2369 Morris Avenue
Union, New Jersey 07083

Re: Request for Proposal to Provide Professional Civil Engineering Services

Dear Mr. Damato:

T&M Associates (T&M) is pleased to provide a proposal for Civil Engineering Services to the Union Township Board of Education and look forward to a continued relationship with the District.

T&M is a full-service engineering firm providing customary site/civil engineering services, including lighting, landscaping, traffic, stormwater, wastewater, environmental/regulatory compliance, construction services, and any other ancillary public engineering services requested by the Township of Union Board of Education. We have successfully assisted numerous boards of education throughout the years, including the Union Township Board of Education, recently taking part in the Jefferson Central Five School expansion. Our experiences gained in working with the Middletown, Eatontown, Brick and Toms River Boards of Education will serve the Union Township Board of Education well as it faces infrastructure improvements and other engineering issues.

Throughout our 48-year history, we have taken pride in our ability to develop practical engineering and planning solutions for our clients' problems. T&M Principals have designed and managed construction for numerous projects for boards of education throughout the state. We provide assistance with infrastructure and environmental projects providing services such as structural engineering, environmental analyses, environmental assessments (EAS), permitting, traffic impact studies, parking analyses, and transportation planning. Additionally, T&M has completed and coordinated local, state, and federal grant/loan applications, agreements, reimbursements, and certifications. We have a diverse staff of nearly 350 individuals, holding 150+ professional licenses in support of the above services. In order to better serve our clients, we operate out of four New Jersey offices, located in Middletown, Clifton, Toms River and Moorestown.

Mr. Francis W. Mullan, PE, CME, will service as the Project Manager and Point of Contact for the Board of Education. He has over 27 years of experience in board of education/school design, municipal services, and sports engineering. Our back-up point of contact is Mr. Edward Herrman, who has over 21 years of experience with school and public works projects.

Thank you for the opportunity to present our proposal. Should you require further information or have any questions, we can be reached at 732.671.6400 or via email at RGarner@tandmassociates.com or FMullan@tandmassociates.com.

Very truly yours,

Ryan Garner
Vice President
Regional Client Service Manager

Francis W. Mullan, PE, CME
Manager, Public Works Division Manager



2014 SCHEDULE OF HOURLY BILLING RATES - CIVIL SERVICES

Billing Title	Rate Per Hour
Junior Technical Staff Administrative Support Staff	\$75.00
Field Staff Professional Entry Level	\$89.00
Technical Staff Junior Professional Staff	\$127.00
Professional Staff Senior Technical and Field Staff	\$137.00
Senior Professional Staff Supervising Technical Staff	\$147.00
Supervising Professional Staff	\$160.00
Principal Division Manager Corporate Manager	\$167.00
Billing Basis: Fixed Rate for Each Billing Title	

Title M-2014

T&M occasionally uses part-time and temporary staff to meet peak workload demands, and these staff will be billed in accordance with the rate schedule above.

2014 SCHEDULE OF MISCELLANEOUS CHARGES

Effective: January 1, 2014

Contracted Services

Including sub-consultants, contracted labor, Sub-professionals, and sub-contractors.....Invoice Cost + 15%

Direct Expenses

Disbursements to agencies, vendors and suppliers including equipment; interstate transportation; permit, application, review, and similar fees; printing, plotting, reproduction, binding, and other graphic services; outside computer services; title, research, and data services; courier and express services; project field office expenses; and out-of-state telephone costs..... Invoice Cost

Other Charges

Mileage Commensurate with IRS Guidelines

Travel and Subsistence..... Invoice Cost

Field Vehicles..... \$105/Day

CERTIFICATIONS

- Business Registration Certificate
- Certificate of Employee Information
- Sample ACORD® Certificate of Liability



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS		DEPARTMENT OF TREASURY DIVISION OF REVENUE PO BOX 252 TRENTON, N.J. 08646-0252
TAXPAYER NAME: T & M ASSOCIATES	TRADE NAME:	
TAXPAYER IDENTIFICATION# 221-806-708/000	CONTRACTOR CERTIFICATION# 0063800	
ADDRESS ELEVEN TINDALL RD MIDDLETOWN NJ 07748	ISSUANCE DATE: 09/13/01	
EFFECTIVE DATE: 03/21/66	<i>Patricia A. Chiacchi</i> Director, Division of Revenue	
FORM-BRC(08-01)	<small>This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.</small>	

Certification 1589

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

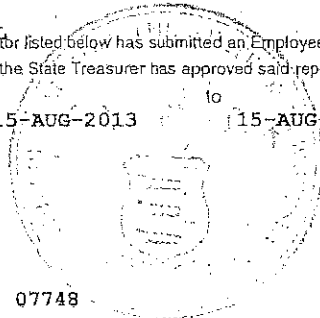
RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

15-AUG-2013 to 15-AUG-2016

T & M ASSOCIATES
11 TINDALL ROAD
MIDDLETOWN

NJ 07748



Andrew P. Sidamon-Eristoff
State Treasurer



REQUIRED INFORMATION



CERTIFICATE OF LIABILITY INSURANCE

DATE(M/DD/YYYY) 04/28/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Aon Risk Services Northeast, Inc. CONTACT NAME: PHONE: (866) 283-7122 FAX: (800) 363-0105 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE: INSURER A: National Surety Corporation NAIC #: 21881 INSURER B: St Paul Fire & Marine Insurance Co. 24767 INSURER C: Liberty Mutual Fire Ins Co 23035 INSURER D: Employers Insurance Company of Wausau 21458 INSURER E: Atlantic Specialty Insurance Company 27154

COVERAGES CERTIFICATE NUMBER: 570053584638 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

Table with columns: INSR LTR, TYPE OF INSURANCE, ADL/ SUBR (INS/D), POLICY NUMBER, POLICY EFF (M/DD/YYYY), POLICY EXP (M/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, and E&O-PL-Primary.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Evidence of Insurance.

CERTIFICATE HOLDER: T & M Associates, Inc. 11 Tindall Road Middletown NJ 07748 USA CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Aon Risk Services Northeast, Inc.

ACORD 25 (2014/01)

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