



LAN ASSOCIATES

Final / Accepted Fee Proposal

SINCE 1965

ENGINEERING • PLANNING • ARCHITECTURE • SURVEYING, INC.
445 GODWIN AVENUE, MIDLAND PARK, NEW JERSEY 07432
P. 201-447-6400 • F. 201-447-1233 • WWW.LAN-NJ.COM

CENTRAL FILE	Project #	P1105-00
	Doc Index	200
	Contract #	DR-01
	Doc Date	2/3/14

February 3, 2014

Email: james.mckenna@treas.state.nj.us

State of New Jersey
Division of Property Management & Construction
20 West State Street
PO Box 235
Trenton, NJ 08625-0235

Attn: Mr. James McKenna, Planning & Initiation

Subject: Scope and Fee Negotiation
Boundary Surveys for Land
Acquisition/Various Parcels
South River, Middlesex County, NJ
DPMC #P1105-00
LAN Ref. #2.2268.0 - #6256

Dear Mr. McKenna:

LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN) hereby submits a revised fee proposal and allowance breakdown for the above subject project based upon our discussions on 1/31/14. We understand Green Acres has determined that not all of the properties subject to this contract will be acquired by the State. As such, DPMC has requested a deduct alternate price to remove a property from the Scope. The individual properties or the timing of the scope reduction is not known at this time.

We suggest the deduct alternate price be dependent on where we are in our service process. As our Project Approach details there are several steps which we follow to produce a boundary survey. Three key points to which we can assign deduct alternate prices are as follows:

<u>Process Step</u>	<u>Deduct Alternate</u>
1. Before research begins:	\$977.00/property
2. Before field work begins:	\$749.00/property
3. After field work begins:	\$517.00/property

Attached is a revised professional services fee proposal for your consideration.

Respectfully submitted,

LAN Associates, Engineering, Planning,
Architecture, Surveying, Inc.

Richard Wostbrock, P.E.

Attachment: #1 – Fee Proposal.

RW:ks/P:\200-AE\2200-2299\2268\2268 0\Admin\Proposals\22680Lp6256\22680Lp6256LMcKenna02031414.docx 2/3/2014 2:02 PM

cc: File #2.2268.0 - #6256, w/att.

Final / Accepted Fee Proposal

PROFESSIONAL SERVICES FEE PROPOSAL DIVISION OF PROPERTY MANAGEMENT & CONSTRUCTION

Last Revised 2/3/14

THIS FEE PROPOSAL TO BE RETURNED
IN A SEPARATELY SEALED ENVELOPE TO:

DATE: December 19, 2013
PROJECT NO.: P1105-00

Division of Property Management & Construction
33 WEST STATE ST 9TH FLOOR, PLAN ROOM
P.O. Box 034
Trenton, NJ 08625-0034
Attention: CATHERINE DOUGLASS

THIS PROPOSAL DUE DATE, NO LATER THAN 2:00 PM, THURSDAY, DECEMBER 19, 2013

LAN Associates, Engineering, Planning,
FIRM NAME Architecture, Surveying, Inc.

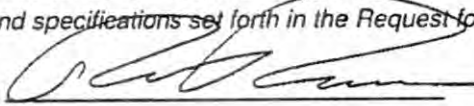
THE UNDERSIGNED PROPOSES TO PROVIDE ALL PROFESSIONAL SERVICES AS STATED
IN THE REQUEST FOR PROPOSAL AND SCOPE OF WORK

CONSULTANT SURVEY SERVICES	\$ 105,640
SUB CONSULTANT SURVEY SERVICES	\$ 0
TOTAL LUMP SUM FEE FOR SURVEY SERVICES	\$ 105,640
CORNER MARKER SETTING ALLOWANCE	\$ 9,920
(assumes 160 corners @ \$62/monument	
TOTAL CONTRACT AMOUNT	\$ 115,560
Deduct Alternates:	
Step 1: Before research begins	\$ -977/property
Step 2: Before field work begins	\$ -749/property
Step 3: After field work begins	\$ -517/property

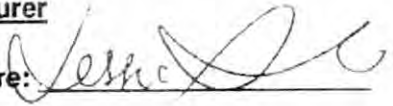
FOR 60 DAYS AFTER THE DUE DATE.

Signature and Title of Principle or Individual of the firm authorized to sign contractual documents:

Signature of the consultant below attests that the Consultant has read, understands and agrees to all terms, conditions and specifications set forth in the Request for Proposal (RFP) and Consultant Proposal Package.

Signature:  Print Name: Ronald Panicucci

Title: CEO/Treasurer Date: 3-Feb-14

Witness Signature:  Print Name: Joann C. Van Splinter

ATTACH PROOF OF REQUIRED INSURANCE COVERAGE

See attached requirements per "General Conditions to Consultant Agreement" Section 27, pp. 18-19
PROFESSIONAL LIABILITY INSURANCE
(\$100,000 MIN LIMIT/\$25,000 MAX DEDUCTIBLE)

Last Rev. 2/3/14

Project # P1105-00

Project Name: Boundary Surveys for Land Acquisition, Various Parcels

Project Location: South River Borough, Middlesex County, NJ

PROJECT PHASE OR TASK	CONSULTANTS' LEVEL OF EFFORT IN HOURS/FEE								REPROD. COST PER PHASE INCLUD SUB CONSULTANT DOCUMENTS	TOTALS	
	LEVEL	7	6	5	4	3	2	1		PER TASK HOURS	
SURVEY SERVICES	*HOURLY RATE	\$250.00	\$150.00	\$150.00	\$98.00	\$85.00	\$78.00	\$55.00			
	HOURS AMOUNT	4 \$1,000.00	39 \$5,850.00					725 \$42,240.00	768 \$105,640.00	1536	
	HOURS		1				5	4	2		
	AMOUNT	\$0.00	\$150.00	\$0.00	\$0.00	\$425.00	\$312.00	\$110.00	N/A	-\$997/property	
Deduct Alternate 1	HOURS		1			3	3	2			
	AMOUNT	\$0.00	\$150.00	\$0.00	\$0.00	\$255.00	\$234.00	\$110.00	N/A	-\$749/property	
Deduct Alternate 2	HOURS		1				4	1			
	AMOUNT	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$312.00	\$55.00	N/A	-\$517/property	
Deduct Alternate 3	HOURS										
	AMOUNT										
TOTAL	HOURS										
	AMOUNT	\$	\$	\$	\$	\$	\$	\$	\$		
PROFESSIONAL SERVICES						GRAND TOTALS					
						HOURS					1536
						AMOUNT					\$105,640.00

CENTRAL FILE	Project #	P1105-00
	Doc Index	200
	Contract #	DR-01
	Doc Date	12/11/13

 **ORIGINAL**

TECHNICAL PROPOSAL
BOUNDARY SURVEYS FOR LAND ACQUISITION
VARIOUS PARCELS
SOUTH RIVER BOROUGH, MIDDLESEX COUNTY, NEW JERSEY
DPMC Project # P1105-00

Submitted to:

State of New Jersey
Department of Treasury
Division of Property Management and Construction
Contracts & Procurement Unit
33 West State Street, 9th Floor, Plan Room
PO Box 034
Trenton, New Jersey 08625-0034

Attention: Ms. Catherine Douglass, Consultant Selection Coordinator
T #609-777-3094 / F #609-777-1970
Email: catherine.douglass@treas.state.nj.us

Submitted by:

LAN Associates, Engineering, Planning, Architecture, Surveying, Inc.
445 Godwin Avenue
Midland Park, New Jersey 07432
T #201-447-6400 / F #201-447-1233

LAN Ref. #2.2268.0 - #6256
December 11, 2013

LAN ASSOCIATES

APPENDIX A

COVER LETTER AND PROJECT TEAM EXPERIENCE



LAN ASSOCIATES

SINCE 1965

ENGINEERING • PLANNING • ARCHITECTURE • SURVEYING, INC.
445 GODWIN AVENUE, MIDLAND PARK, NEW JERSEY 07432
P. 201-447-6400 • F. 201-447-1233 • WWW.LAN-NJ.COM

December 11, 2013

Email: catherine.douglass@treas.state.nj.us

State of New Jersey
Department of the Treasury
Division of Property Management & Construction
Contracts and Procurement Unit
33 West State Street, 9th Floor, Plan Room
PO Box 034
Trenton, NJ 08625-0034

Attention: Ms. Catherine Douglass,
Consultant Selection Coordinator

Subject: Technical and Fee Proposals
Boundary Surveys for
Land Acquisition
Various Parcels
South River Borough,
Middlesex County, NJ
DPMC #P1105-00
LAN Ref. #2.2268.0 - #6256

Dear Ms. Douglass:

In accordance with your Request for Proposal (RFP), LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN) is pleased to provide our Technical and Fee Proposals for providing surveying services relative to the above subject project.

LAN is very excited about the opportunity to be considered for this project because we feel that we are uniquely qualified to perform the scope of services required for the success of this project. LAN is pre-qualified with the Division of Property Management & Construction (DPMC) in Civil Engineering, Construction Field Inspection, Estimating/Cost Analysis, Land Surveying, Soils Engineering, and Value Engineering. We have performed numerous projects of similar scope over the last 48 years. We have been the agency term engineering consultant for the NJDEP Division of Parks and Forestry for over 15 years and have a great understanding of their facilities. As a result, LAN has the experience and resources necessary to complete this project on time and within budget.

Although difficult to state in a proposal, LAN takes pride in being realistic and understanding of our clients' needs. Almost all projects we are involved with are implemented through completion. We believe in realistic design and project approaches. We stress problem-solving and moving forward on projects to get them complete in the best possible manner to meet your needs.

Every effort has been made to address the requirements of the RFP and to present our staffing, qualifications, experience, and approach.

RECEIVED
DPMC

2013 DEC 12 P 2:06

We offer the following:

- A multidiscipline, employee-owned company with experience in most disciplines of engineering and architecture.
- A client-oriented management and staff with an objective to complete the project within scope, time schedule, and budget.
- A stable, qualified, diversified, and highly-motivated staff.

We appreciate the opportunity to present our qualifications to you and look forward to assisting the DPMC on this interesting project.

If you should have any questions regarding the information submitted, please do not hesitate to contact me directly at (201) 447-6400 or via email at mww@lan-nj.com.

Respectfully submitted,

LAN Associates, Engineering, Planning,
Architecture, Surveying, Inc.



Matthew Webb, PLS
Director of Surveying

Enclosures: #1 – Technical Proposal (1 Original, 3 Copies);
#2 – Fee Proposal (1 Original, 3 Copies).

MMW:ks/P:\200-AE\2200-2299\2268\2268.0\Admin\Proposals\22680Lp6256\22680Lp6256Technical\AppendixA_CoverLetter.docx 12/12/2013 11:18 AM

cc: File #2.2268.0 - #6256, w/encl.

PROJECT EXPERIENCE

LAN Associates Engineering, Planning, Architecture, Surveying, Inc. (LAN) possesses the experience and qualifications necessary to provide the surveying services necessary for the acquisition of various properties in South River Borough, New Jersey as required by the request for proposal issued by the Division of Property Management and Construction (DPMC). The experience and qualifications required relate to our familiarity with site engineering design surveying and wetlands. LAN possesses the insurance, certifications, and licenses necessary to perform the required services.

LAN is prequalified with the Division of Property Management & Construction (DPMC) in Civil Engineering (P005), Construction Field Inspection (P057), Estimating/Cost Analysis (P025), Land Surveying (P015), Soils Engineering (P009), and Value Engineering (P033). We have performed numerous projects of similar scope over the last 48 years. We have been the agency term engineering consultant for the NJDEP Division of Parks and Forestry for over 15 years and have a great understanding of their facilities. As a result, LAN has the experience and resources necessary to complete this project on time and within budget. We will provide the technical skills necessary for this project with our project team

Enclosed are lists of relevant projects for several long-term clients for which we have performed numerous land surveying tasks. They include:

- NJDEP Office of Resource Development, Division of Parks and Forestry
- Monmouth County Parks System
- New Jersey Schools Development Authority (NJSDA, formerly NJSCC)
- The Matthews Company
- Bock & Clark Corporation

The firm of LAN possesses the experience and qualifications necessary to provide the land surveying services required by the NJDEP Green Acres Program. The experience and qualifications required relate to familiarity with performing deed records searches, performing field investigations and measurements, drafting survey plans and preparing metes and bounds deed descriptions. Past projects have included preparation of property surveys for property acquisition and property line verification for county and state agencies such as the NJDEP Division of Parks and Forestry, NJSDA and Monmouth County Park System.

It is LAN's position that we are uniquely qualified to provide the services requested based on the depth of the expertise of our in-house staff. This staff includes professionals specializing in surveying and site engineering. It is through this staff depth that LAN has the ability to provide or manage the services required under this request for proposal in a timely, efficient and cost effective manner.

LAN understands the scope of work requirements and the possible tasks to be provided since it has been providing surveying services for agencies of the State of New Jersey, municipal governments, school boards, attorneys and private individuals located throughout the State.

LAN prides itself on providing superior client services. The backbone of the ability to provide those services is our in-house quality assurance program. Employees adhere to the procedures established by this plan day-in and day-out, and because our employees are stockholders and owners, their understanding of the need to provide quality services goes beyond their employment status. It is our commitment to quality services that allows LAN to grow, under controlled conditions, at a rate of approximately 5% per year, by gaining new business primarily through referrals. The staff is trained that the purpose of our business is not to make a profit, but to satisfy clients. If our clients are satisfied, profits will automatically follow by developing long-standing relationships that generate repeat business.

LAN must also provide quality services to maintain our excellent standing with professional liability insurance carriers. To provide quality services, LAN follows selective recruiting practices to hire quality personnel. LAN participates in a number of school co-op and summer work programs that allow for the development of potential future professionals, while they have the opportunity to explore the profession. Upon graduation, both LAN and the recruit have an established knowledge of whether a true match for our organization exists before an employment offer is made. New recruits must have at least a BS or BE degree and pursue professional licensure. Upon joining the staff, new employees work under the direct supervision of a licensed professional who is responsible for their work. LAN seeks self-motivated, inquisitive employees with not only good technical skills, but also good writing and communication skills.

All staff members are encouraged to maintain routine contact with our clients to keep them informed of progress and developments on projects. Client satisfaction is then achieved by their awareness of a project's status, time schedule and budget. This practice is further enhanced by our practice to document project activities via memos to file for conversations involving project direction, meetings, site visits, and photo documentation, copies of which are issued to the client.

Our Professional Land Surveyor and Professional Engineers are responsible for the technical quality of work performed and may seek a supervisor's assistance in overseeing and enforcing quality control programs. LAN has prepared guideline standards for use in preparing proposals, design plans, surveys and other project reports. These standards reflect the loss prevention procedures and clauses recommended by the HUD, American Council of Engineering Companies (ACEC), Council of Professional Surveyors (COPS), DPMC guidelines, and other professional organizations, and they serve as checklists for such things as items of work to be covered, engineering considerations to be evaluated, and exclusions.

The main ingredient of our quality assurance program is the review procedure performed on work products. Standard protocols have been developed for the preparation of letters, reports, specifications, drawings, surveys, etc. Before a work product is issued, it undergoes an internal review process where two senior licensed professionals review it. The review covers format, writing style and presentation, technical aspects and the coordination and quality of all attachments, tables, figures, appendices, etc. The titles of those responsible for performing the review include N.J. Professional Engineers, N.J. Professional Land Surveyor, Director of Civil Engineering and Surveying, CEO, and President.

The program described above includes the major component of LAN's quality assurance procedure. It is by no means a complete presentation of the policies and procedures followed by our staff to achieve quality in all levels of work. The importance of quality and its effect on work performance, client satisfaction, and loss prevention is constantly reinforced throughout the office.

Based on having provided engineering services since 1965, LAN is confident it will be able to meet the specified deadlines of the individual tasks. LAN utilizes both total station and GPS equipment and is capable of completing an average of approximately 40 surveys of varying size on a monthly basis. LAN has sufficient staff available to be assigned to this contract.

LAN's experience relative to that required by this contract has been developed through the preparation of boundary, location and topographic surveys for the NJDEP Division of Parks and Forestry as an Agency Consultant. LAN has been performing surveying for the NJDEP for 14 years. LAN has prepared boundary surveys for property line conflicts and surveyed large tracts involving 2.8 miles of property line at Wharton State Forest and two sections of abandoned railroad bed for conversion into a bike trail at Belleplain State Park, totaling over 11 miles. LAN has also surveyed large tracts involving hard rock quarries, sand and gravel operations and golf courses including clients such as Sirius Satellite, Tilcon, Harmony Sand & Gravel and Van Decker Brothers.

Surveying applicable to property acquisitions include those performed for the NJSDA. LAN has completed surveys on six sites involving 20 individual properties for the NJSDA. These services have been performed for individual NJSDA contracts, under a 3 year Task Order contract with NJSDA and as a subcontractor to architectural firms. The services involve the preparation of boundary and topographic surveys and the preparation of metes and bounds descriptions for the purpose of acquiring property for school construction and expansion. LAN prepares the survey and metes and bounds documents for the entire site, as well as for each individual property, which the state must acquire. The surveys are prepared in compliance with the American Land Title Association/American Congress of Survey and Mapping (ALTA/ACSM) Standards.

Additionally, LAN has completed numerous surveys for the Monmouth County Park System at sites ranging from 0.13 acres to over 75 acres, as well as Green Acres surveys for Passaic County, Monmouth County and the Township of Fairfield. LAN has provided surveying services to the Cumberland County Department of Public Works that covered over thirty five (35) miles of County Roadways. The purpose of the project was to display a total representation of the existing roads and their Right of Ways to be used for roadway design. Specific requirements provided to the County for this project included research at the County Clerk's Office and the determination and stationing of the centerline of the Right of Ways for eight County Roads. Existing topographic features were measured to ten feet beyond the Right of Way line along the project roads, which included the location of all existing storm drains, inlets, manholes, as well as all other utilities. Pipe sizes, types, and all inverts were also surveyed and presented on the final plans. LAN established vertical control and benchmarks along the entire project. Centerline profiles and edge of pavement shots were taken at fifty feet intervals and full cross-sections were measured at one hundred feet stations. LAN's initial contract with the Cumberland County Department of Public Works included six (6) County Roads and two (2) additional roads were awarded to LAN in the form of a Change Order after the completion, delivery and review of the original roadways.

Several samples of past project sites include the following:

Under 10 acres:	Monmouth County Park System - Arliss, addition to Huber Woods Park, Middletown, NJ - 9.67 acres
11 to 50 acres:	Bock & Clark - 15 Thomas J. Rhodes Industrial, Mercerville, NJ - 13.44 acres
51 to 100 acres:	Bock & Clark - Site 3 - 300 thru 600 Campus Drive, Florham Park, NJ - 64.78 acres
Over 100 acres:	National Golf Properties, Inc./Bock & Clark - Site 9/25 Country Club Dr., (Clinton) Annandale, NJ - 135.13 acres
Green Acres Surveys	Town of Fairfield - Lot 16.01, Block 4101, Fairfield, NJ - 16.00 acres
	Passaic County - Lot 38, Block 92.01 & Lots 8, 9 & 10.01, Block 32, Bloomingdale, NJ - 35.45 acres
	Monmouth County Park System - Lot 1, Block 57, Upper Freehold, NJ - 4.10 acres
Farmland Preservation Surveys:	Monmouth County - R.T.R. New Home Building Contractors, Inc., Lot 20.03, Block 55, Upper Freehold, NJ - 48.92 acres
	Cape May County - Warren C. Stiles, Beverly A. Schellinger, Irvin R. Stiles and Anne P. Stiles, Executrix of Herbert D. Stiles, Lot 92, Block 167.01, Middle Township, NJ - 85.39 acres

The following represent project/client references for contracts similar in scope to the NJ Department of Environmental Protection Green Acres Program requirements:

NAME OF REFERENCE: DEP Division of Parks & Forestry

ADDRESS: Assistant Commissioner's Office
Natural and Historic Resources
Office of Resource Development
P.O. Box 404
Trenton, NJ 08625

INDIVIDUAL COUNTY MAY CONTACT FOR VERIFICATION: Edward D. Mulvan
John Piccolo

PHONE NUMBER OF CONTACT PERSON: (609) 292-4853
(609) 628-0127

LENGTH OF SERVICE OR CONTRACT PERIOD: Ongoing for past 18 years

DESCRIPTION OF SIMILAR SERVICES: Boundary surveys and wetland investigations performed under a task order contract through the Agency Consultant Program. LAN completed eight surveys for state parks and trails. Services included deed research, boundary surveys, topographic surveys, preparation of metes and bounds descriptions, setting of corner markers and wetland surveys. Surveys have been performed for proposed projects, property acquisitions and boundary disputes.

APPROXIMATE AREA (ACRES) SURVEYED: Sites up to 89 acres and trails up to 8.6 miles long.

NAME OF REFERENCE: New Jersey Schools Development Authority

ADDRESS: Northern Regional Office
375 McCarter Highway
Newark, NJ 07114

INDIVIDUAL COUNTY MAY CONTACT FOR VERIFICATION: Carlo Castillo
Raymond Klepar

PHONE NUMBER OF CONTACT PERSON: (973) 648-8342
(973) 648-8335

LENGTH OF SERVICE OR CONTRACT PERIOD: 2003 - 2008

DESCRIPTION OF SIMILAR SERVICES: Boundary and topographic surveys performed under individual contracts as well as a 3-year Task Order Contract for Site Feasibility Investigation Services. ALTA surveys prepared for expansion of existing schools as well as property acquisition by the NJSDA, formerly NJSCC, for proposed new schools. Services include deed research, boundary surveys, topographic surveys, preparation of metes and bounds descriptions, and setting of corner markers. Performed surveys on ten sites in Jersey City, Paterson, Garfield, Orange and West New York including over 30 individual properties.

APPROXIMATE AREA (ACRES) SURVEYED: Sites up to 4 acres involving 8 individual properties.

NAME OF REFERENCE: Monmouth County Park System

ADDRESS: 805 Newman Springs Road
Lincroft, NJ 07738-1695

INDIVIDUAL COUNTY MAY CONTACT FOR VERIFICATION: Andrew R. Coeyman
Bob G. Cain

PHONE NUMBER OF CONTACT PERSON: (732) 842-4000 Ex. 4306
(732) 842-4000 Ex. 4214

LENGTH OF SERVICE OR CONTRACT PERIOD: August 2007 to Present

DESCRIPTION OF SIMILAR SERVICES: Preparation of numerous boundary surveys and metes and bounds descriptions for the acquisition of lands by the Park System. Specific projects have included properties in Upper Freehold Township for proposed additions to Clayton Park, in Middletown for proposed additions to Huber Woods Park, and Middletown for proposed additions to Hartshorne Woods Park.

APPROXIMATE AREA (ACRES) SURVEYED: Sites ranging from 0.1304 acres to 75 acres of vacant parkland and improved property. A total of 160.76 acres of land has been surveyed to date.

NAME OF REFERENCE: Bock & Clark Corporation

ADDRESS: 537 N. Cleveland-Massillon Road
Akron, Ohio 44333

INDIVIDUAL COUNTY MAY CONTACT FOR VERIFICATION: Kenneth Kuehm
Ildie Csomor

PHONE NUMBER OF CONTACT PERSON: (330) 665-4821 Ext. 827
(330) 665-4821 Ext. 831

LENGTH OF SERVICE OR CONTRACT PERIOD On-going for past 7 years

DESCRIPTION OF SIMILAR SERVICES Boundary and topographic surveys performed for property acquisition. LAN completed over 80 projects in past 7 years, one of which included boundary surveys of 38 service station sites throughout northern New Jersey. Services included deed research, ALTA surveys, topographic surveys, preparation of metes and bounds description and setting of corner markers.

APPROXIMATE AREA (ACRES) SURVEYED: Sites vary and have included 2 golf courses of 150 and 175 acres.

LAN ASSOCIATES

APPENDIX B
ORGANIZATION CHART

ORGANIZATION CHART

LAN has assembled an experienced project team of key employees including the lead principal, lead surveyor, support services, field crew and draftsmen. Our key individuals have the skills, licenses, certification, and experience necessary for the successful completion of this project.

LAN key team members, as well as a significant percentage of our full-time technical, secretarial, and administrative staff are stockholders of LAN. Their position as stockholders further enforces their commitment to LAN and the quality of our services.

Based on these long standing relationships and internal ownership opportunities, these team members are all expected to remain bona fide employees of LAN during this project.

APPENDIX B

Boundary Surveys for Land Acquisition
Various Parcels
South River Borough
Middlesex County, NJ
DPMC #P1105-00
LAN Ref. #2.2268.0 - #6256

PROJECT TEAM

LAN Associates, Engineering, Planning,
Architecture, Surveying, Inc.

Principal in Charge

Ronald M. Panicucci, PE, PP, CME, LEED® AP
CEO/Corporate Treasurer

Surveyor in Charge

Matthew Webb, PLS
Director of Surveying

Support Services

Joann Van Splinter
Office Manager
Kristin Stevens
Kristen Jorgensen
Jessica Sancho

Field Crew

Christopher Guddemi, PLS
James Manning
Melissa Panicucci
Ian Daugherty
Anthony Capozza

Drafting

Edmon Rodriguez
Melissa Panicucci
Jonathan Karle

LAN
Associates
ENGINEERING ■ PLANNING ■ ARCHITECTURE ■ SURVEYING. INC.

SINCE 1965

LAN ASSOCIATES

APPENDIX C

RESUMES OF KEY TEAM MEMBERS

LAN

LAN ASSOCIATES

ENGINEERING PLANNING ARCHITECTURE SURVEYING

EDUCATION

Ramapo College,
Mahwah, NJ
Bachelor of Arts in Environmental
Studies

LICENSES & CERTIFICATIONS

Professional Land Surveyor
(NY)

40-Hour OSHA Hazardous Waste Site
Worker Training

Rutgers University Wetland
Delineation Program

NYSDEC Soil Erosion & Sediment
Control, Trainee SWT

LEED® Accredited Professional
BD+C

ORGANIZATIONS/AFFILIATIONS

Association of State Wetland
Managers, Inc.

New York State Association of
Professional Land Surveyors

New Jersey Society of Professional
Land Surveyors

PUBLICATIONS/PRESENTATIONS
Vegetation Identification for Wetland
Delineation

Hydric Soils Evaluation

Methodology for Delineation Wetlands

Freshwater Wetland Construction

NJDEP Regulatory Short Course

Christopher S. Guddemi

PLS, LEED® AP BD+C

EXPERIENCE

Mr. Guddemi has been with LAN since 2001 and serves as a Professional Land Surveyor and Wetlands Specialist for the Civil, Environmental and Facilities Engineering Division. Mr. Guddemi has performed numerous boundary, topographic and bathymetric surveys for a variety of clients in both the public and private sector, which has been relied upon for subdivision and site plans, and have been utilized for real estate transactions, volume calculations and a variety of construction projects. Mr. Guddemi is familiar with working with attorneys and regulatory agencies to establish development options for sites with a multitude of land use restrictions.

Mr. Guddemi has performed numerous wetland delineations, wetland presence or absence determinations, and site feasibility studies. With a background in environmental studies, Mr. Guddemi is also a wetlands delineator and has experience in the permitting process of several regulatory agencies, including the New Jersey Department of Environmental Protection, the New York State Department of Environmental Conservation, and the US Army Corps of Engineers. HE has an extensive background in Land Surveying and is familiar with all facets of the delineating and permitting process from gathering field data to application and plan preparation. Mr. Guddemi has also prepared environmental assessments and impact statements, stream encroachment permits, monitored soils and groundwater for both contamination and fluctuating water tables, and is familiar with working at contaminated sites.

Mr. Guddemi is also well versed in commercial and residential subsurface sewage disposal systems. (SSDS) and has completed numerous site evaluations and designs. Mr. Guddemi has designed both traditional and alternative systems and is familiar with local, regional and state requirements throughout the New York City Metro area and beyond. Mr. Guddemi has performed hydraulic head, basin flood, pit bail permeability and percolation tests for both new and replacement systems. Mr. Guddemi has also supervised and performed hydraulic loading tests on existing systems to determine in place system capacity.

PARTIAL PROJECT EXPERIENCE

- Flood Hazard Permitting
- Subdivisions
- Land Surveying
- ALTA Surveys
- Bathymetric Surveys
- Title Surveys
- Wetland Delineation & Permitting
- Subsurface Sewage Disposal Systems
- Vegetation Inventory Surveys
- Wetland Restoration Design
- Boundary & Topographic Surveys
- Large Quantity Volume Calculations
- Soil Permeability Studies & Evaluation

PARTIAL CLIENT LIST

- Cresskill High School, Cresskill, NJ
- Christian Health Care Center, Wyckoff, NJ
- Orange Ulster BOCES, Goshen, NY
- Grill Cluster Subdivision, Warwick, NY
- Belle Fair Homeowner's Association, Rye Brook, NY
- Crystal Run Village, Inc., Wallkill, NY
- Howell Site Plan, Goshen, NY

445 GODWIN AVE. MIDLAND PARK, NEW JERSEY 07432 | P. 201-447-6400 | F. 201-447-1233 | WWW.LAN-NJ.COM

252 MAIN STREET GOSHEN, NEW YORK 10924 | P. 845-615-0350 | F. 845-615-0351 | WWW.LAN-NY.COM

LAN

LAN ASSOCIATES

ENGINEERING
PLANNING
ARCHITECTURE
SURVEYING

EDUCATION

Ithaca College,
Ithaca, NY
Business Management

Montclair State University,
Montclair, NJ

ECC
Surveying I and II

LICENSES & CERTIFICATIONS
40-Hour OSHA Hazardous Waste Site
Worker Training

Certificate for Elevation Certificates

"Care and Feeling" of Your Survey
Instruments

Certified Survey Technician Level I

ORGANIZATIONS/AFFILIATIONS
AMTRAK On-Track Safety for
Contractors

James P. Manning, Jr.

SURVEY TECHNICIAN

EXPERIENCE

Mr. James Manning began with LAN in 2005. Mr. Manning is trained in Total Station Transits, AutoCAD and the latest GPS (Global Positioning System) equipment. Mr. Manning is responsible for the care of all survey equipment and the maintenance of the survey vehicles.

Mr. Manning has performed and completed boundary, location and topographic surveys, as well as construction layouts and elevation certificates. He has completed numerous boundary surveys ranging from ¼ acre in size to 30+ acres. Mr. Manning has completed numerous surveys pursuant to ALTA specifications, some of which included topography. He has performed stakeouts for column lines, catch basins, manholes and building corners on many construction sites.

PARTIAL CLIENT LIST

- Instrument Man for 30 acre property ALTA Standards
Rensselaer, NY
- Stationing Stakeout/Cross-Sectioning, 30 Miles of Roadway
Cumberland County, NJ
- Aerial Target Placement and Hydrographic Survey Harmony
Sand and Gravel, Harmony, NJ
- Boundary and Property Stakeout with Concrete Monuments
Monmouth County Park System
- Clean Energy Corp. – Boundary and Topographic Survey CNG
Stations, Smithtown, NY and Egg Harbor, NJ
- Farmland Preservation Survey, Over 83 Acres
Cape May County, NJ

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LAN

LAN ASSOCIATES

ENGINEERING PLANNING ARCHITECTURE SURVEYING

EDUCATION

Steven Institute of Technology,
Hoboken, NJ
BE, Chemical Engineer

Fairleigh Dickson University
MBA Chemical/Pharmaceutical

LICENSES & CERTIFICATIONS

Licensed Professional Engineer
(NJ, NY, AZ, KY, LA, CT, OH, DC,
FL)

Licensed Professional Planner
(NJ)

LEED® Accredited Professional

NJ Department of Environmental
Protection Underground Tank
Certification - All Classifications

Certified Municipal Engineer Program

ORGANIZATIONS/AFFILIATIONS

American Institute of Chemical
Engineers

National Water Well Association

New Jersey Business and Industry
Association - Environmental Quality
Co.

ACEC National 1999 Community
Service Award

Ronald M. Panicucci

CEO/TREASURER
PE, CME, LEED® AP

EXPERIENCE

Mr. Panicucci is responsible for the management of all environmental and facilities engineering projects conducted from the Midland Park office. Projects include cleanups with budgets up to \$5 million and site assessments involving inspections of existing facilities for industrial property acquisitions. He is also engineer of record for projects involving underground tank removal and design of underground and aboveground tank installations.

In his corporate roles as CEO/Treasurer, Mr. Panicucci is responsible for overall project management including the allocation of corporate resources, development of administrative procedures and interfacing with the client's representatives. Mr. Panicucci's expertise includes environmental site auditing, underground storage tanks, hazardous waste and air and wastewater permitting and engineering. Projects have included design and permitting of volatile organics, acids, bases, particulate and metal control systems. Designs have included air strippers, absorbers, scrubbers, bathhouses and separators for treatment of air emissions and wastewater treatment systems for industrial processes and groundwater/soil cleanup projects.

Mr. Panicucci has performed assessments at over 100 sites in 33 states and his sampling/cleanup plans have been prepared for sites throughout the country.

PARTIAL CLIENT LISTING

Municipal:

- City of Passaic
- Borough of Hopatcong
- City of Clifton
- Township of Little Falls
- Township of Wayne
- Village of Ellenville

Industrial:

- Garden State Paper
- Vinyl Building Products
- New Era Converting Machinery
- Stone Industries, Inc.
- Burlington Asphalt
- VAW New York & Florida
- Chromalloy New York
- Riverdale Quarry
- Nice-Pak Products
- Imperial Schrade Cutlery
- Granulation Technology
- Amide Pharmaceutical
- Quaker Oats
- Unilever Research & Development
- Harmony Sand & Gravel
- Wilson Imperial
- Siemens Diagnostics
- Turbine Airfoils Coatings & Repair

Industrial (Cont.):

- Advanced Coating Technologies

State of New Jersey:

- DEP Parks & Forestry Statewide
- Woodbine Developmental Center
- North Jersey Developmental Center
- Medical Examiners Forensic Center
- North Jersey Training School
- Marie Katzenbach-School for the Deaf
- Garret W. Hagedorn Center

Housing:

- Passaic Housing Authority
- Harrison Housing Authority
- Guttenberg Housing Authority

Educational:

- NJ Schools Development Authority
- Newark Public Schools
- University of Medicine & Dentistry of NJ
- Lakeland Regional High School
- Bloomfield Board of Education
- Wayne Board of Education
- Manalapan Englishtown Regional
- Ramsey Board of Education
- Ridgewood Board of Education

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LAN ASSOCIATES

**E N G I N E E R I N G
P L A N N I N G
A R C H I T E C T U R E
S U R V E Y I N G**

EDUCATION

Autonomous University of Honduras
Tegucigalpa, Honduras, C.A.
Civil Engineering Technology

City University of New York
NY City College of Technology
Brooklyn, NY
Associate in Applied Science in Civil
Engineering Technology

New Jersey Institute of Technology
Newark, NJ
Surveying Engineering Technology

ORGANIZATIONS/AFFILIATIONS
American Society of Civil Engineers

New Jersey Society of Professional
Land Surveyors

Edmon Rodriguez

DRAFTER AND SURVEY TECHNICIAN

EXPERIENCE

Mr. Edmon Rodriguez has been with LAN since 2005. Mr. Rodriguez takes care of a variety of field and office work that includes boundary and topographical surveys, alignments of center lines of roads, profiles of roads, cross sections of roads, earth work, survey related with developments of minor-major subdivisions and site plans, location surveys of facilities, as-built surveys, and other engineering services for a diverse group of clients.

Mr. Rodriguez's experience drafting and assisting in field-office work for engineers and land surveyors rounds up to more than 16 years. The last 10 years have been gained while working here in United State of America.

Currently, Mr. Rodriguez is attending the New Jersey Institute of Technology in order to obtain his Bachelor of Science in Surveying Engineering Technology.

PARTIAL CLIENT LIST

- 2007, 2009, 2011 Quarry License Renewal (gross are 360 acres +/-)
Harmony Sand & Gravel, Harmony Township, Warrant County, NJ
- Van Decker Brothers 2007 Quarry License Renewal (gross area 160
acres +/- Wantage Township, Sussex County, NJ
- Brook Industrial Superfund Site, Bound Brook, Somerset County, NJ
- Township of Hillside Board of Education, Hillside High School,
Hillside, Union County, NJ
- ALTA/ACSM Land Title Survey, Apex Terminals Survey, City and
County of Rensselaer, NY
- ALTA/ACSM Land Title Survey, Lehigh Gas NJ Project Surveys
- Ramapo College Athletic Fields, Mahwah, Bergen County, NJ
- CR 681 Oak Road (6 miles), Stow Creek Township, Cumberland
County, NJ
- Boundary & Topographic Survey for Hawes Elementary School,
Village of Ridgewood, Bergen County, NJ
- Boundary Surveys and Stakeouts for Monmouth County Park System
- Composite Park Parcel Mapping Bayshore Waterfront Park and
Monmouth Cove Marina

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LAN ASSOCIATES

**ENGINEERING
PLANNING
ARCHITECTURE
SURVEYING**

EDUCATION

New Jersey Institute of Technology
Newark, NJ
Bachelor of Science, Surveying
Engineering Technology

New Jersey Institute of Technology
Newark, NJ
Master of Science, Civil Engineering

LICENSES & CERTIFICATIONS

Professional Land Surveyor
(NJ, NY)

40-Hour OSHA Hazardous Waste Site
Worker Training

ORGANIZATIONS/AFFILIATIONS

New Jersey Society of Professional
Surveyors

Matthew M. Webb

DIRECTOR OF LAND SURVEYING

PLS

EXPERIENCE

Mr. Matthew Webb began his time at LAN in 2001 and currently serves as the Director of Land Surveying.

Mr. Webb is skilled in the utilization of total station and GPS equipment as well as the procedures necessary for data collection in the field. He is experienced in performing construction stakeouts, topographic surveys, and boundary surveys.

Mr. Webb is proficient in AutoDesk software including AutoCAD Land Development Desktop and Civil 3D. Additionally, Mr. Webb is knowledgeable in Total Station and GPS data processing and manipulation using Leica Ski-Pro, as well as other related programs.

Mr. Webb is in charge of all surveying services conducted by LAN. As such, he is responsible for all survey control, boundary closure, metes and bounds descriptions, review of drawings and certifications. Mr. Webb's duties include drafting, deed research, property line analysis, as well as the collection and manipulation of raw field data brought into the office.

PARTIAL CLIENT LIST

- Property line analysis and drafting of various schools in the Ridgewood Public System.
- Property line analysis and drafting of Lot 20.03, Block 55, 48.22 acres, for the County of Monmouth adhering to standards for the New Jersey Farmland Preservation Program, Upper Freehold, NJ
- Drafting and property line analysis of various surveys for the Monmouth County Park System
- Centerline and right of way determination for 30 miles of county roadway, Cumberland County, NJ
- Drafting and property line analysis of various large surveys adhering to ALTA/ASCM standards
- Construction layout for World War II Memorial, Trenton, NJ
- Data collection and drafting for the Richfield Trunk Sanitary Sewer, Clifton, NJ

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LAN ASSOCIATES

APPENDIX D

KEY TEAM MEMBERS PROJECT EXPERIENCE DATA SHEETS

KEY TEAM MEMBER PROJECT EXPERIENCE DATA SHEET

NAME CHRISTOPHER GUDDERI
 TITLE ENVIRONMENTAL SPECIALIST/LAND SURVEYOR
 FIRM LAN ASSOCIATES, E.P.A.S., INC.

PROJECT TITLE LOCATION AND TOTAL CONSTRUCTION COST OR FEE	A/E OF RECORD FOR THIS REFERENCED PROJECT	SPECIFIC TYPE OF WORK EXPERIENCE (STUDY, SCHEMATIC, CONST. ADMINISTRATION)	TEAM MEMBER'S SPECIFIC ROLE OR TITLE ON THE REFERENCED PROJECT	DURATION OF TEAM MEMBER'S INVOLVEMENT ON THE REFERENCED PROJECT (IN MONTHS)	% OF TIME DURING DURATION BASED UPON A 40 HR WEEK	DATES OF THE TEAM MEMBER'S INVOLVEMENT IN THE REFERENCED PROJECT	CLIENT NAME, CONTRACT PERSON AND PHONE NUMBER
NJDEP - Permitting for Bridge Crossing, Fredon, NJ \$100,000	Richard Wostbrock	Study, Design & Permitting	Project Manager	32	10	6/07 - 2/10	Mr. Satendra Chaudhary (973) 584-5043
NJDEP - Permitting for Culvert Repair, Marksboro, NJ \$70,000	Richard Wostbrock	Study, Design & Permitting	Project Manager	12	5	3/9 - 3/10	NJDPMC Mr. William White (732) 462-5868
NJDEP - Permitting for Culvert Repair, Hammononton, NJ \$50,000	Richard Wostbrock	Study, Design & Permitting	Project Manager	8	15	9/10 - 6/11	NJDPMC Mr. William White (732) 462-5868
NJDEP - Permitting for Culvert Repair, Hardwick, NJ \$75,000	Richard Wostbrock	Study, Design & Permitting	Project Manager	6	20	4/11 - 10/11	NJDPMC Mr. William White (732) 462-5868
D&R State Park, Griggstown Sanitary Study Franklin, NJ \$10,500	Richard Wostbrock	Study, Reporting & Cost Estimating	Project Manager	4	25	11/11 - 3/12	NJDEP Natural & Historic Resources, Office of Resource Development Mr. Edward Mulvan (609) 984-3819

* A KEY TEAM MEMBER IS A TECHNICAL OR MANAGEMENT PERSON DEVOTING 20% OR MORE OF THEIR TIME TO ANY PHASE OF THE PROJECT

KEY TEAM MEMBER PROJECT EXPERIENCE DATA SHEET

NAME RONALD PANICUCCI

TITLE PRINCIPAL ENGINEER

FIRM LAN ASSOCIATES, E.P.A.S., INC.

PROJECT TITLE LOCATION AND TOTAL CONSTRUCTION COST OR FEE	A/E OF RECORD FOR THIS REFERENCED PROJECT	SPECIFIC TYPE OF WORK EXPERIENCE (STUDY, SCHEMATIC, CONST. ADMINISTRATION)	TEAM MEMBER'S SPECIFIC ROLE OR TITLE ON THE REFERENCED PROJECT	DURATION OF TEAM MEMBER'S INVOLVEMENT ON THE REFERENCED PROJECT (IN MONTHS)	% OF TIME DURING DURATION BASED UPON A 40 HR WEEK	DATES OF THE TEAM MEMBER'S INVOLVEMENT IN THE REFERENCED PROJECT	CLIENT NAME, CONTRACT PERSON AND PHONE NUMBER
NJDEP - Cranberry Lake/Bridge Evaluation & Repairs \$5,600	Ronald Panicucci	Structural Evaluation & Design	Principal Engineer	2	25%	1/09 - 4/09	NJDEP Parks & Forestry Mr. Edward Mulvan
NJDEP - Stokes State Forest/Roy's Bridge Structural Evaluation \$7,600	Richard Wostbrock	Structural Evaluation & Design	Principal Engineer	2	20%	4/08 - 5/08	NJDEP Parks & Forestry Mr. William White
NJDEP - Feasibility Study for Short Span Bridge Replacement/Brendan T. Byrne State Forest \$9,900	Richard Wostbrock	Feasibility Study	Principal Engineer	2	20%	11/08 - 6/09	NJDEP Parks & Forestry Mr. William White
NJDEP - Wharton State Forest/Constable Bridge Structural Evaluation \$7,700	Richard Wostbrock	Structural Evaluation	Principal Engineer	1	20%	7/09 - 9/09	NJDEP Parks & Forestry Mr. William White
NJDEP - D&R Canal Pedestrian Bridge/Feasibility Study \$10,200	Richard Wostbrock	Feasibility Study	Principal Engineer	1	10%	2/10 - 6/10	NJDEP Parks & Forest Mr. Al Payne

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KEY TEAM MEMBER PROJECT EXPERIENCE DATA SHEET

NAME MATTHEW WEBB

TITLE LAND SURVEYOR

FIRM LAN ASSOCIATES, E.P.A.S., INC.

PROJECT TITLE LOCATION AND TOTAL CONSTRUCTION COST OR FEE	A/E OF RECORD FOR THIS REFERENCED PROJECT	SPECIFIC TYPE OF WORK EXPERIENCE (STUDY, SCHEMATIC, CONST. ADMINISTRATION)	TEAM MEMBER'S SPECIFIC ROLE OR TITLE ON THE REFERENCED PROJECT	DURATION OF TEAM MEMBER'S INVOLVEMENT ON THE REFERENCED PROJECT (IN MONTHS)	% OF TIME DURING DURATION BASED UPON A 40 HR WEEK	DATES OF THE TEAM MEMBER'S INVOLVEMENT IN THE REFERENCED PROJECT	CLIENT NAME, CONTRACT PERSON AND PHONE NUMBER
NJDEP - Parks & Forestry High Point State Park Concession Building Septic Replacement \$25,000	Richard Westbrock	Survey Fieldwork and Drafting	Survey Technician/ Draftsman	1	20%	12/02-12/02	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Corson's Inlet Dock Fee: \$11,023	Ronald Panicucci	Survey Fieldwork and Drafting	Survey Technician/ Draftsman	1	25%	8/03-8/03	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Stokes State Forest - Maintenance Bldg. Septic Replacement Fee: \$11,194	Richard Westbrock	Survey Fieldwork and Drafting	Survey Technician/ Draftsman	1	25%	1/05-1/05	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry D&R Canal State Park Deed Research Fee: \$7,408	Richard Westbrock	Survey Drafting	Draftsman	1	35%	5/05-5/05	NJDEP Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Black River WMA Above Ground Storage Tank Installation Survey fee: \$1,984	Ronald Panicucci	Coordination of Survey Work	Project Manager	1	5%	11/10-12/10	NJDEP Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Colliers Mills WMA Above Ground Storage Tank Installation Survey fee: \$2,466	Ronald Panicucci	Coordination of Survey Work	Project Manager	1	5%	11/10-12/10	NJDEP Parks & Forestry Mr. Ed Mulvan

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KEY TEAM MEMBER PROJECT EXPERIENCE DATA SHEET

NAME JAMES MANNING

TITLE FIELD CREW CHIEF

FIRM LAN ASSOCIATES, E.P.A.S., INC.

PROJECT TITLE LOCATION AND TOTAL CONSTRUCTION COST OR FEE	A/E OF RECORD FOR THIS REFERENCED PROJECT	SPECIFIC TYPE OF WORK EXPERIENCE (STUDY, SCHEMATIC, CONST. ADMINISTRATION)	TEAM MEMBER'S SPECIFIC ROLE OR TITLE ON THE REFERENCED PROJECT	DURATION OF TEAM MEMBER'S INVOLVEMENT ON THE REFERENCED PROJECT (IN MONTHS)	% OF TIME DURING DURATION BASED UPON A 40 HR WEEK	DATES OF THE TEAM MEMBER'S INVOLVEMENT IN THE REFERENCED PROJECT	CLIENT NAME, CONTRACT PERSON AND PHONE NUMBER
NJDEP - Parks & Forestry High Point State Park Concession Building Septic Replacement \$25,000	Richard Wostbrock	Survey Fieldwork	Survey Technician	1	20%	12/02-12/02	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Corson's Inlet Dock Fee: \$11,023	Ronald Panicucci	Survey Fieldwork	Survey Technician	1	20%	8/03-8/03	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Stokes State Forest - Maintenance Bldg. Septic Replacement Fee: \$11,194	Richard Wostbrock	Survey Fieldwork	Survey Technician	1	20%	1/05-1/05	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry D&R Canal State Park Deed Research Fee: \$7,408	Richard Wostbrock	Survey Fieldwork	Survey Technician	1	20%	5/05-5/05	NJDEP Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Black River WMA Above Ground Storage Tank Installation Survey fee: \$1,984	Ronald Panicucci	Survey Fieldwork	Survey Technician	1	20%	11/10-12/10	NJDEP Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Colliers Mills WMA Above Ground Storage Tank Installation Survey fee: \$2,466	Ronald Panicucci	Survey Fieldwork	Survey Technician	1	20%	11/10-12/10	NJDEP Parks & Forestry Mr. Ed Mulvan

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KEY TEAM MEMBER PROJECT EXPERIENCE DATA SHEET

NAME EDMON RODRIGUEZ

TITLE DRAFTSMAN

FIRM LAN ASSOCIATES, E.P.A.S., INC.

PROJECT TITLE LOCATION AND TOTAL CONSTRUCTION COST OR FEE	A/E OF RECORD FOR THIS REFERENCED PROJECT	SPECIFIC TYPE OF WORK EXPERIENCE (STUDY, SCHEMATIC, CONST. ADMINISTRATION)	TEAM MEMBER'S SPECIFIC ROLE OR TITLE ON THE REFERENCED PROJECT	DURATION OF TEAM INVOLVEMENT ON THE PROJECT (IN MONTHS)	% OF TIME DURING DURATION BASED UPON A 40 HR WEEK	DATES OF THE TEAM MEMBER'S INVOLVEMENT IN THE REFERENCED PROJECT	CLIENT NAME, CONTRACT PERSON AND PHONE NUMBER
NJDEP - Parks & Forestry High Point State Park Concession Building Septic Replacement \$25,000	Richard Wostbrock	Survey Drafting	Survey Draftsman	1	20%	12/02-12/02	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Corson's Inlet Dock Fee: \$11,023	Ronald Panicucci	Survey Drafting	Survey Draftsman	1	20%	8/03-8/03	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Stokes State Forest - Maintenance Bldg. Septic Replacement Fee: \$11,194	Richard Wostbrock	Survey Drafting	Survey Draftsman	1	20%	1/05-1/05	NJDEP - Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry D&R Canal State Park Deed Research Fee: \$7,408	Richard Wostbrock	Survey Drafting	Survey Draftsman	1	20%	5/05-5/05	NJDEP Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Black River WMA Above Ground Storage Tank Installation Survey fee: \$1,984	Ronald Panicucci	Survey Drafting	Survey Draftsman	1	20%	11/10-12/10	NJDEP Parks & Forestry Mr. Ed Mulvan
NJDEP - Parks & Forestry Colliers Mills WMA Above Ground Storage Tank Installation Survey fee: \$2,466	Ronald Panicucci	Survey Drafting	Survey Draftsman	1	20%	11/10-12/10	NJDEP Parks & Forestry Mr. Ed Mulvan

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LAN ASSOCIATES

APPENDIX E

PROJECT KEY PERSONNEL LIST

LAN ASSOCIATES

APPENDIX F
PROJECT APPROACH

PROJECT APPROACH

During the past 14 years, LAN has been faced with the task of sorting out numerous survey discrepancies. These discrepancies have varied from poorly written descriptions to projects that have had a lack of evidence as well as some with conflicting pieces of evidence. In many instances, case law dictates how a surveyor should resolve these issues. There have been projects where possession was utilized to set a property line and others in which the location of the street, as it was opened, was employed to determine a boundary. Many times LAN has searched a property's title back to the Mother Deed in order to obtain the original outbound boundary of a group of lots for the purpose of determining which current lot was senior in title. In the event that a survey shows conflicting evidence, the monuments called out by deed or map usually take precedent and LAN often incorporates a least squares transformation in order to sort through the pieces of evidence.

LAN currently owns five total stations including a Leica TC1800, TCRP1201 and TS15, each having an angular precision to one second. LAN also has two Leica System 500 GPS receivers and one System 1200 GPS receiver with modem capability which allows real time surveying throughout the state.

To meet the needs of this contract, LAN has assembled a team of 6 individuals including a Principal, a Licensed Surveyor, office personnel, draftsperson/computer operators, three field crews and a wetlands specialist. Based on LAN's experience with a mix of both large state and private survey projects, along with individual residential surveys, LAN has the experience necessary to manage crews and schedules to complete these assignments. Under this contract, all work performed shall be in accordance with the State of New Jersey Department of Environmental Protection Green Acres Program Scope of Survey Services and Standard Detail Requirements. This full scope of work for Green Acres Surveys provides the desired format, research requirements, field methodology, presentation of findings on the plan of survey and the format of the corresponding metes and bounds description of property, and specifies the other deliverables.

The basic survey project will include preparation of a boundary survey and metes and bounds description for property acquisition. For a site-specific engagement, it is envisioned that a team of 6 will be assigned. The team will include a Principal, Licensed Surveyor, office researcher/draftsperson, and three person field crews. The office researcher and the Surveyor will perform deed research and plotting, gather the available records and maps and issue any required notices of entry. As research is the foundation to any retracement survey, LAN feels that it is imperative that this step of the survey process is performed with a great deal of care. From a legal standpoint, the duty of the retracing surveyor is to reestablish the lines as they were established by the original surveyor. Therefore, many times the minimal amount of research required to depict a certain property is not sufficient, as both statutory and case law have made clear. Sources of record data that LAN utilizes include County Clerk Offices, Municipal Offices, such as Planning, Public Works, and Engineering Departments, Utility Companies, the New Jersey Department of Transportation, as well as private information available from other surveyors. While a majority of the gathered record information may come from these sources, sources vary from project to project and also depend on the contents of the uncovered information.

After record research is performed, the office researcher is then responsible for the preparation of a preliminary drawing depicting the area of the property. This deed record sketch, often referred to as a working map, is of great value to the field crew during their task of recovering evidence in the field. This sketch depicts various pieces of information, such as record calls for monuments, and also may uncover issues of conflicting evidence before the survey crew has even visited the site.

Once a working map has been created and the survey crew has reviewed the available information in the office, the site visit is then made. Using the map as a guide and a top of the line total station, the survey crew is able to establish a starting point for the survey from which they are able to perform a search for property corners and begin locating improvements upon the property. Using state-specific orthophotography, in some cases it is possible for LAN to send the survey crew into the field with a probable locations of property corners that crew is able to locate using real-time GPS equipment.

Generally, the field crew is responsible for establishing site control, performing the field measurements, property line traverses and eventually setting property corner and line markers after the analysis has been completed. The New Jersey licensed Professional Land Surveyor shall be responsible for the work of all survey crews working on the site specific engagement. The survey crew shall endeavor to cause as little inconvenience as possible to property owners when conducting the field survey and, whenever possible, random traverse lines are run within the property being surveyed rather than upon the lands of an adjoiner.

Upon returning to the office, a least squares adjustment is performed in order to eliminate any random errors that exist within the data. As there is error associated with every measurement that is taken, adjustment of the survey data is an important step, but can be ineffective if proper field procedures are not followed. Therefore, a great deal of care is taken by LAN's knowledgeable field crew while performing the measurements in the field to limit the number of gross errors and LAN's equipment is serviced and calibrated, as required by the state, to limit systematic errors.

Following the adjustment of the raw data, the draftsman will then prepare the survey plan while the licensed surveyor performs the boundary analysis, a review of the drawings, and preparation of the metes and bounds description. As the retracement of boundary lines is not a simple task for a surveyor, a great deal of understanding of the law as it relates to resurveys is necessary. This understanding is even more important in instances when a problem arises, such as conflicting evidence. In these instances, the surveyor relies on case law and the principles addressed in the various cases. Some significant cases relative to conflicting evidence while performing a retracement survey include *Curtis v. Aaronson*, 7 A. 886, 49 N.J. Law 68, in which an order of priority for survey evidence is established and also *O'Brien v. King*, 7 A 34; 49 N.J. Law 79, in which a street, defined as opened and used, is established as a boundary. These cases along with many others assist the surveyor in determining how to deal with conflicting evidence that may be uncovered in the field and make an educated determination of the most likely location of the property boundary.

Once the licensed surveyor has made a determination regarding the location of the property lines and the survey plan is nearly complete, the field crew then revisits the site to perform a final check of the property and set the corner markers as specified in the NJDEP Protection Green Acres Program Scope of Survey Services and Standard Detail Requirements. This final check of the survey plan ensures that only a high quality product is being delivered to the client and is an important step in LAN's survey process.

In some cases, it is possible for the crew to recover additional evidence while setting the property corners. When this occurs, LAN's field crew is able to relay data back to the office using a laptop computer where it can be reviewed by the draftsman and surveyor to determine if additional analysis time is required. This capability allows LAN to complete the necessary tasks in a timely manner without losing valuable time by traveling back to the office and requiring another trip to the project site.

The New Jersey licensed Professional Land Surveyor shall then insure that the plan of survey and corresponding description of property shall be prepared and presented in the format as specified, attested to by the New Jersey licensed Professional Land Surveyor's embossed seal and original signature. The New Jersey licensed Professional Land Surveyor will be responsible for checking all work and insuring that the deliverables are forwarded in the format specified in the Deliverables section of the site-specific engagement contract to NJDEP within the time period specified in the engagement award.

The New Jersey licensed Professional Land Surveyor is responsible for submitting all deliverable work products on or before the date specified in a site-specific engagement to NJDEP or to such other location or entity as may be specified in the site-specific RFP. As appropriate for the type of survey ordered, the deliverables shall include all of items on the checklist of required deliverables or such other items as may be directed in the site-specific RFP.

LAN ASSOCIATES

APPENDIX G
PROJECT SCHEDULE

PROJECT SCHEDULE

The individual tasks to be completed shall include manageable variables that will determine the project schedule. We envision the following:

Task 1 – Records/Deeds Research:

Upon identification of a property to be surveyed, LAN will work with the New Jersey Department of Environmental Protection (NJDEP) to obtain any property records available in their files. LAN will perform deed research and plotting, gather the available records and maps and issue any required notices of entry. Sources of record data that LAN utilizes include County Clerk Offices, Municipal Offices, such as Planning, Public Works, and Engineering Departments, Utility Companies, the New Jersey Department of Transportation, as well as private information available from other surveyors.

Task 2 – Fieldwork:

Upon receipt of the available property records and upon issuance of any required notifications, LAN's field crew will perform the property line reconnaissance and perform fieldwork to identify the locations of all applicable site features. The fieldwork is typically completed within one week of obtaining the site records.

Task 3 – Preparation of Drawing:

Upon completion of the fieldwork, the data is downloaded to our CAD system, and the drawing will be prepared. The drawing will be reviewed by the field personnel, and the Licensed Surveyor will perform the boundary analysis. The preparation of the survey plan will follow the requirements of the NJDEP Green Acres Program and the plan will be based upon the New Jersey State Plane Coordinate System North American Datum 1983 Adjustment (NJSPCS NAD83). The drawing and boundary analysis will be completed within four days of completing the fieldwork.

Task 4 – Setting of Markers:

Once the boundary is analyzed and found to close, the final drawing will be utilized by the field crew to visit the site and set all corner markers as required by the specifications.

Task 5 – Preparation of Deed Description:

Simultaneous with the preparation of the drawings and boundary analysis, a written metes and bounds deed description will be prepared. The New Jersey licensed Professional Land Surveyor shall prepare a separate metes and bounds type description of property pursuant to the survey of the property and with reference to the information contained on the plan of survey. This written description will be completed within four days of completing the fieldwork and finalizing the property boundary.

Task 6 – Plan Certification:

Upon completion of the drawing and metes and bounds description, both will be certified by a Licensed Surveyor and issued to NJDEP along with the applicable certification forms and checklists. All deliverables shall be received by NJDEP within the time specified in the Engagement Award and before the passing of the due date. The surveyor shall furnish copies of the plat or map of survey to NJDEP, and as otherwise negotiated with NJDEP.

The actual schedule for an individual task order assignment will depend on the scope of the land survey requirements and size of the property. As an example, a typical schedule for a small survey, estimated as one involving a property less than 10 acres in size, is attached.

Project Schedule Breakdown

In order to comply with the 120 timeframe as required by the RFP, the sites will be broken down in groups. The surveys for each the particular properties in a single week will be performed concurrently.

Offer	Location	Block	Lot	Group Designation
1223-0304	13 Armstrong Ave	300	20.02	Week 1
1223-0305	17 Armstrong Ave	300	19	
1223-0305	17 Armstrong Ave	300	19.01	
1223-0306	19 Armstrong Ave	300	18.01	
1223-0306	19 Armstrong Ave	300	18	
1223-0307	27 Armstrong Ave	300	16.01	
1223-0307	27 Armstrong Ave	300	16.02	
1223-0307	27 Armstrong Ave	300	16.03	Week 2
1223-0307	27 Armstrong Ave	300	16	
1223-0308	53 Armstrong Ave	300	9	
1223-0308	53 Armstrong Ave	300	10	
1223-0308	53 Armstrong Ave	300	1.01	
1223-0308	53 Armstrong Ave	300	9.01	Week 3
1223-0309	44 Augusta St	300	10	
1223-0310	48 Augusta St	298	9.01	
1223-0311	50-52-54 Augusta St	298	8	
1223-0311	50-52-54 Augusta St	298	11.01	
1223-0312	14 Belmont Ave	40	5	
1223-0313	20 Belmont Ave	40	3	Week 4
1223-0314	21 Belmont Ave	42	17	
1223-0314	21 Belmont Ave	42	18	
1223-0315	36 Belmont Ave	41	3	
1223-0316	84 Browns Ln	327	7	
1223-0317	76 Causeway	327	10	
1223-0318	78 Causeway	327	9	
1223-0319	86 Causeway St & Browns Ln	326	6	Week 5
1223-0320	88 Causeway	326	5	
1223-0321	98 Causeway	326	2.01	
1223-0322	112 Causeway	324	4	
1223-0323	114 Causeway St	324	3	
1223-0324	116 Causeway	324	7	
1223-0325	118 Causeway	324	2	Week 6
1223-0326	6 Elizabeth St	307	7	
1223-0327	14 Elizabeth St	317	5	
1223-0328	33 Freeman St	309	12	
1223-0329	1 Herman St	304	24	
1223-0330	7 Herman St	304	21	
1223-0331	9 Herman St	304	20	
1223-0332	15 Herman St	304	18	
1223-0333	27 Herman St	305	6	Week 7
1223-0334	29 Herman St	305	7	
1223-0335	32 Herman St	304	10	
1223-0336	11 Kathryn St	298	12.01	
1223-0337	13 Kathryn St	298	13	
1223-0338	1 Lee St	309	4	Week 8
1223-0339	2 Lee St	317	12	
1223-0339	2 Lee St	317	13	
1223-0340	3 Lee St & Zenas St	309	5	
1223-0340	3 Lee St & Zenas St	309	10	
1223-0341	6 Lee St	317	11	
1223-0342	11 Lee St	309	9.02	
1223-0343	20-22 Levinson Ave	301	12	Week 9
1223-0343	20-22 Levinson Ave	301	13	
1223-0343	20-22 Levinson Ave	301	12.01	
1223-0344	31 Levinson Ave	332	9	
1223-0345	37 Levinson Ave	332	7.03	
1223-0346	43 Levinson Ave	332	7.01	Week 10
1223-0347	8 Little Martin Ave	327	1	
1223-0348	9 Little Martin Ave	327	15	
1223-0349	10 Little Martin Ave	327	2	
1223-0350	4 Maple St	38	11	
1223-0350	4 Maple St	38	12	
1223-0351	13 Maple St	90	29	
1223-0351	13 Maple St	90	30	Week 11
1223-0352	17 Maple St	90	4.01	
1223-0353	29 Maple St	90	5	
1223-0354	45 Maple St	90	17	
1223-0354	45 Maple St	90	26	
1223-0355	2 Martin Ave	322	9	Week 12
1223-0356	6 Martin Ave	322	7	
1223-0357	9 Martin Ave	321	16	
1223-0358	5 Reid St	150	4	
1223-0359	9 Reid St	150	6.01	
1223-0360	1 Washington St	157	21	Week 13
1223-0361	3 Washington St	157	20	
1223-0362	7 Washington St	157	18	
1223-0363	12 Washington St	158	12	
1223-0364	16 Water St Nearest St Lee St	307	16	
1223-0365	19 Water St	317	1	Week 14
1223-0366	22 Water St	307	14	
1223-0367	24 Water St	307	13	
1223-0368	26 Water St	307	12	
1223-0369	27 Water St	317	2.01	
1223-0370	29 Water St	317	2	Week 15
1223-0371	30 Water St	307	11	
1223-0372	31 Water St	317	3	
1223-0373	37 Water St	323	2	
1223-0374	38 Water St	322	11	
1223-0378	15 Armstrong Ave	300	20.01	Week 16
1223-0378	15 Armstrong Ave	300	20.03	
1223-0387	5 Martin Ave	321	2	
1223-0389	4 Martin Ave	322	8	
1223-0390	20-22 Armstrong Ave	299	21	
1223-0391	100 Causeway	326	1	

ID	Task Name	Duration	Start	Finish	W-6	W-3	January 1
1	SAMPLE SCHEDULE FOR A SMALL SURVEY 120 days						
2	Obtain Request for Specific Engagement	0 days	Wed 1/1/14	Wed 1/1/14			
3	Prepare Specific Engagement Cost Estimate	3 days	Wed 1/1/14	Fri 1/3/14			
4	Obtain Notice to Proceed	3 days	Mon 1/6/14	Wed 1/8/14			
5	Perform Records/Deed Research	4 days	Thu 1/9/14	Tue 1/14/14			
6	Perform Fieldwork	5 days	Thu 1/9/14	Wed 1/15/14			
7	Preparation of Drawing	3 days	Thu 1/16/14	Mon 1/20/14			
8	Setting of Markers	5 days	Thu 1/16/14	Wed 1/22/14			
9	Preparation of Deed Description	4 days	Thu 1/16/14	Tue 1/21/14			
10	Plan Certification	3 days	Tue 1/21/14	Thu 1/23/14			

Task

Split

Milestone

Summary

Project Summary

External Tasks

External Milestone

Task

Inactive Task

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Progress

Deadline

Project: Sample Survey

Date: 12/11/13

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