



**Hatch Mott
MacDonald**

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June 20, 2012

Mr. Jon E. Moren, P.E.
Principal Engineer II
Monmouth County Engineering Department
Hall of Records Annex
Freehold, New Jersey 07728

**Re: Reconstruction of Bridge U-12 on CR 524,
South Main Street Over Doctor's Creek, and
The Allentown Pond Dam
Borough of Allentown, Monmouth County, NJ
Restoration of Peter Sensi Park
HMM Job#303934**

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ENGINEERING DEPT.
cc: Jon w/ Encl.
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U-12 File

Dear Mr. Moren:

On behalf of the Borough of Allentown (Borough), we are writing to the Monmouth County Engineering Department with regard to the above referenced Monmouth County (County) project, which is under construction in the Borough, and more specifically in relation to the restoration of the Peter Sensi Park, which is an integral part of the County's project and an important recreation component of the Borough's downtown area.

As you are aware, the County issued a letter dated June 7, 2012 in response to our April 25, 2012 correspondence, which outlined several comments that required additional information and or follow-up from the County. Subsequent to receiving the County's June 7th response letter, which included a revised Peter Sensi Park Restoration Plan, a site meeting was held on June 12, 2012, which was attended by representatives of the County, Borough, and New Jersey Department of Environmental Protection (NJDEP) Green Acres Program. The purpose of this on-site meeting was to discuss outstanding work items and any remaining open issues and to establish actions required toward completing the park restoration and proposed schedule for the work. A representative from the County's Engineering consulting firm for this project, French & Parrello Associates, P.A. (FPA), has prepared minutes for the on-site meeting held on June 12, 2012, which are attached herewith.

Throughout the course of the park restoration plan review process, which started in October 2011, the County has addressed most of the Borough's comments and the revised restoration plan received on June 7th was being reviewed so final Borough approval could be granted to proceed with the restoration work. The site meeting held on June 12, 2012 assisted both the County and Borough to discuss and resolve the open items and agree upon the actions required by both the County and Borough



to allow the restoration work to commence so the park could be re-opened to the public.

As such, on behalf of the Borough of Allentown, please allow this letter to serve as acceptance of the revised Peter Sensi Park Restoration Plans consisting of 3 sheets, prepared by RDH Design Group, originally dated April 18, 2011. The plans were last revised June 5, 2012 and sheets 1 and 3 were signed by the County Engineer, Joseph M. Ettore, P.E.

Please note, in addition to the Borough's approval of the restoration plan, the Borough wishes to document the following comments or action items that remain. These remaining items require follow-up actions by the County, County's contractor, NJDEP Green Acres or Borough. The comments below are listed in the same numerical order as the prior review letters for consistency. (Comments that have been omitted from the list have been addressed and/or clarified previously.)

Comment No. 3:

Per our discussions during the site visit, the floating dock will be reconstructed by the County's contractor so it is at a less severe slope and the handrail system is to be reconstructed to be able to withstand a minimum 200 pound concentrated load applied at any point and direction. Traction slip treads will be installed on the ramp to provide a non-skid surface. The main supports and hinges will be evaluated and improved as necessary to provide a sturdy and durable floating dock system that will withstand the test of time. Please refer to the attached correspondence from the Green Acres Program pertaining to ADA accessibility for the actual floating dock. Since the pre-existing floating dock which was constructed using Green Acres funds was not ADA Accessible, it is the general consensus of the involved parties that the proposed floating dock ramp does not need to be ADA Accessible. This decision seems appropriate for safety concerns of providing ADA access to this type of structure.

Comment No. 9:

A list of "Park Rules" will be provided by the Borough to the County within two (2) weeks of this letter. Once received the Contractor shall prepare a shop drawing submittal for review.

Comment No. 16:

Park benches are to be made permanent by bolting to a concrete footing in accordance with manufacturer's recommendations. Please refer to Addendum No. 2 – Selection of Accessible Components (page 24). The location of parks benches as shown on the revised park restoration plan is acceptable.



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Comment No. 17:

The four (4) permanent trash receptacles shall be Rustic Litter Receptacle Model #R4741 as manufactured by Game-time and provided with liner and stainless steel lid as indicated in Addendum No. 2 – Selection of Accessible Components (page 24). Locations shall be selected in the field by a Borough representative when the contractor is ready to place the receptacles.

Comment No. 19:

Stationary grills were to be provided as indicated in Addendum No. 2 - Selection of Accessible Components (page 24). Please clarify why the County and Borough would not be eligible for a credit from the County's contractor for elimination of these grills that were originally included in the scope of work. The Borough suggests that in lieu of a credit, that the County require their contractor to furnish and install additional signage along the ADA access path identifying the path as ADA accessible from the parking lot to the timber dock.

Comment No. 20:

The contractor shall refurbish and repaint the existing Peter Sensi Park sign that was removed prior to commencement of construction. Colors shall be selected by the Borough and provided to the contractor within two (2) weeks of this letter. Please refer to Addendum No. 2 – Park Entrance (pages 24 & 25). The exact location of the sign will be identified in the field by a Borough representative when the contractor is ready to install.

Comment No. 21:

The Borough's Shade Tree representative will confirm if this is acceptable and will provide comment and direction to the County within two (2) weeks of this letter.

Comment No. 22:

The Borough's Shade Tree representative will review and confirm and provide comments and direction to the County within two (2) weeks of this letter.

Other Relevant Items:

Please note that the Borough has prepared a list of items that have been clarified and agreed upon between the Borough and County. Some of these items will require follow-up and/or action by the County's contractor.

1. There were two (2) distressed / dead trees that were identified by the Borough's Construction Code Official in our previous review letter. During the site visit on June 12th these trees were evaluated by the individuals in attendance and it was agreed that the County will direct their contractor or



another designated party to remove them. (Please refer to Item 6 in the attached meeting minutes prepared by FPA).

2. The County's contractor is to assess condition of the existing spot light fixtures affixed to the utility pole at the south east end of the park. If spot lights are damaged or non-functional, cut sheets for new light fixtures are to be provided for review, approval, and installation by the contractor.
3. A cutoff wall will be installed between the timber deck and bulkhead to prevent washout. The County will discuss this matter with their contractor and request that steel sheeting is used for this cutoff wall however at a minimum it will be high-strength pressure treated lumber. (Please refer to Item 7 in the attached meeting minutes prepared by FPA).
4. The existing park is to remain closed to the public until adequate improvements have been implemented, safety devices (railings, etc.) are installed and the site is accepted by the Borough and the Borough's Construction Code Official.
5. The Mill Pond / Allentown Lake is currently closed since the Borough does not want to take the risk of persons accessing the park from the water since the existing park area is an active work zone and deemed unsafe for occupancy by the public. In order for the Mill Pond / Allentown Lake to be opened to the public, at a minimum the Peter Sensi Park requires temporary fencing along the timber deck and concrete bulkhead locations to restrict access and a temporary or permanent hand rail system must be installed along the timber deck. Temporary fencing and/or railings shall be inspected and approved by the Borough's Construction Code Official prior to opening the Mill Pond/Allentown Lake to recreational activities in the water.
6. Provide a detailed park restoration construction schedule.
7. Provide a minimum 24-hours advanced notice to the Borough prior to commencing construction activities in the park.
8. Notify the Borough in advance of substantial completion so a site meeting and walk-thru can be conducted and punch list can be prepared. Based on discussions during the June 12th on-site meeting, the Borough was advised that the proposed painted steel railings are a long-lead item, and require approximately eight (8) weeks for fabrication and delivery after ordering. Since it is anticipated the site work will be complete in advance of steel railing installation, the County had mentioned having their contractor install temporary railing and/or fencing that will be evaluated by the Borough's Construction Code Official to determine if the park is safe and can be opened to the public before the permanent railing is delivered and installed. This will allow for more time for the general public to enjoy the park.



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9. Furnish Maintenance Bond for a period of three (3) years commencing on the date of final acceptance.

We appreciate the County's continued cooperation and look forward to the successful and prompt completion of this important infrastructure improvement project.

If you have any questions, wish to discuss any of these items in more detail please do not hesitate to contact us.

Very truly yours,

Hatch Mott MacDonald, LLC

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Allentown Borough Engineer
Vice President & Subdivision Manager - HMM
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Attachments

cc: Hon. Stuart A. Fierstein, Mayor and Borough Council
Julie Martin, RMC, CMR, Borough Clerk
Donald S. Driggers, Esq., Borough Attorney
Robert Corby, Construction Code Official
Director John P. Curley, Board of Chosen Freeholders
Freeholder Thomas Arnone, Deputy Director
Teri O'Connor, County Administrator
John Tobia, Director Public Works & Engineering
Joseph M. Ettore, P.E., P.P. Monmouth County Engineer
Ming Y. Kao, Assistant County Engineer
David Smith, NJDEP Green Acres
Matthew S. Gizzi, P.E. Resident Engineer (FPA)
Ian J. Azar (HMM)
File: [Allentown] 303934 (Mon. Co. Bridge U-12 -- Peter Sensi Park Restoration)