

Deanna Stockton
Deputy Administrator & Municipal Engineer
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

Arcadis U.S., Inc.
50 Millstone Road
Building 200 Suite 220
East Windsor, NJ 08520
United States
Phone: 609 860 0590
Fax: 609 448 0890
www.arcadis.com

Date: October 9, 2025
Our Ref: 30183700

Subject:
Hamilton Avenue Sewer Replacement
Delaware & Raritan Canal Commission and Traffic Control Planning
Amendment No. 3

Dear Ms. Stockton,

Arcadis U.S., Inc. (Arcadis) is presenting this correspondence to request an amendment to our professional services contract associated with the Municipality of Princeton's (Princeton) Hamilton Avenue Area Sewer Replacement Project (Project). Arcadis has completed the 90% design phase of the project and is now coordinating the remaining items with Princeton under the original contracts. NJ I-bank funding, NJDEP TWA permit, and Mercer County SCD permit applications have been submitted and are pending approval. The key items remaining under the original contract are completion of the Final (100%) Design Documents which include addressing any NJ I-Bank comments, and subsequently, the bidding phase services.

During the 90% design phase, additional effort by Arcadis was identified for the success of the project that included the Delaware and Raritan Canal Commission (DRCC) permitting, creation of additional detailed Traffic Control Plans (TCPs), and development of private property right-of-entry figures and agreements. Princeton requested Arcadis to support them with the completion of these tasks. Arcadis is seeking an amendment to our professional services contract to account for the following task details.

Task 1 – DRCC Permitting Application and Coordination

While compiling the NJDEP TWA permit application, it was determined that the Hamilton Avenue Project Area fell within the DRCC Review Zone B jurisdiction. As per Princeton's request for assistance, Arcadis compiled an application for a "Jurisdictional Determination" per the DRCC rules and regulations of the project being within Review Zone B. Upon review of the Hamilton Avenue project drawings and application, the DRCC issued a Jurisdictional Determination (No. 25-6230) on February 04, 2025, indicating that the project is classified as a Zone B "Major Governmental" project. The Major project classification was assigned to the Hamilton Avenue project since the proposed work includes a land disturbance greater than one acre in area. Therefore, the project is subject to DRCC regulation, and the project is required to meet the DRCC's regulatory standards and permit application fee submission.

Upon review of the Jurisdictional Determination, Arcadis proceeded to schedule a permit pre-application meeting call with the DRCC Executive Director, John Hutchison. Based on the project location and proposed disturbance

from the proposed improvements, it was confirmed that the project needed to go through a formal permit review process (Major Project Review Permit) through the DRCC and adhere to its rules and regulations. Arcadis continued with the formal permit application process which included the following analyses and writeups:

- Stormwater runoff and water quality impact analyses for waiver applicable (Per NJAC 7:45-12.6)
- Stream corridor impact assessment (Per NJAC 7:45-9)
- Site specific traffic control description for waiver applicable (Per NJAC 7:45-12.5)

Arcadis compiled a report of the above stated analyses with additional project description writeups. The report, the project drawings, and permit application forms were formally submitted to the DRCC along with the application fee check provided by Princeton. The additional efforts for this task included coordination with the DRCC, application for the Jurisdictional Determination, and the Major Project Review Permit which were not included under the original contract. The additional level of effort is summarized in the table at the end of this amendment letter. Arcadis successfully submitted the permit application to DRCC on July 3, 2025. Subsequently, the DRCC formally approved the project on July 16, 2025. Princeton and Arcadis were copied on the formal approval letter from the DRCC.

Task 2 – Additional Detailed TCP Creation and Coordination

Arcadis initially budgeted one drawing sheet in our design documents for Traffic Control Plans (TCPs) and Details. Typically, Arcadis includes traffic control details utilizing the standard details from the New Jersey Department of Transportation (NJDOT) Manual on Uniform Traffic Control Devices (MUTCD). This approach was utilized for the Princeton MS-35 and MS-36 projects and was assumed for the Hamilton Avenue project. At the 60% design workshop, Princeton requested Arcadis provide more detailed traffic control and detour plans for this project since the proposed deep sanitary sewers could impact flow of traffic and the need for coordination with the school board with the close proximity to Princeton Middle School, Princeton high School and former Westminster Choir College. Arcadis consulted with our in-house Traffic Engineering experts to assist with the creation of detailed TCPs. The following additional efforts were completed in order to adequately comply with the TCP expectations for this project:

- Phased detour/traffic plan descriptions based on the proposed construction sequence
- Phased detour/traffic plans reflected on multiple detailed figures which include the following details:
 - Project specific signs, details, and notes plan
 - Variable message sign (VMS) plan
 - One lane and full road closure and detour plans on Hamilton Avenue
 - Full road closure and detour plans on Moore Street
 - One lane and full road closure and detour plans on Walnut Lane
 - Multiple intersection closure and detour plans on Hamilton Avenue and Moore Street
- One (1) workshop with Princeton to review the first draft of the TCP figures
- One (1) round of revisions following the workshop with Princeton

The final TCPs will be included in the project specifications as part of the public bid package for this project. The additional level of effort is summarized in the table at the end of this amendment letter.

Ms. Deanna Stockton
Municipality of Princeton
October 9, 2025

Task 3 – Private Property Right-of-Entry Agreements and Coordination

Arcadis’ original contract during the investigations stage of the project included home entry for sewer lateral inspections and property owner discussions for six (6) houses. This also included letter notifications and door-to-door visits. Following this work, Princeton requested Arcadis to attend and present at a public meeting on October 21, 2024, to affected members of the project area. As part of the final design of the project, now nine (9) private properties require their laterals to be relocated from the dwelling structure to the new sewer. Princeton would like to Arcadis to prepare and assist Princeton secure a “Right-of-Entry Agreement” from these 9 properties prior to start of construction. Furthermore, Princeton also requested Arcadis to attend additional individual meetings with the 9 property owners to discuss the final construction plans. Arcadis developed Right-of-Entry Agreements, prepared figures for each agreement to show the extent of work on each property and met with properties owners to discuss the work. The additional level of efforts to complete the Right-of-Entry Agreements and attend meetings with the property owners are summarized in the table at the end of this amendment letter.

Amendment Fee Summary

The following table presents each task and the associated amended labor hours and total cost.

Task	Total Labor Hours	Total Cost
Task 1 – DRCC Permitting Application and Coordination	129	\$20,800
Task 2 – Additional Detailed TCP Creation and Coordination	125	\$23,500
Task 3 – Right-of-Entry Agreements and Coordination	60	\$9,950
Totals		\$54,250

Similar to our original authorization, this amount will be charged on a time and material basis as per our agreed upon Summary of Standard Rates. Arcadis appreciates this opportunity and looks forward to continuing working with you. Arcadis is eager and available to continue to assist Princeton with this important effort. Should you have any questions, please do not hesitate to contact us.

Sincerely,
Arcadis U.S., Inc.



Catherine Mallon Traynor
Senior Vice President



Vishal B. Shah PE
Principal Engineer

CC. James Shelton, PE, Arcadis