

**RFP2019-10: THE DEVELOPMENT AND PREPARATION OF THE CONSUMER CONFIDENCE REPORT FOR THE CITY OF TRENTON, DEPARTMENT OF WATER SEWER PROPOSAL OPENING 2/13/2019 AT 11:00AM**

RFP2019-10: THE DEVELOPMENT AND PREPARATION OF THE CONSUMER CONFIDENCE REPORT FOR THE CITY OF TRENTON, DEPARTMENT OF WATER & SEWER		
NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	REMINGTON & VERNICK ENGINEERS II, INC.	VAN NOTE-HARVEY ASSOCIATES, INC.
ADDRESS	THE PRESIDENTIAL CENTER, LINCOLN BUILDING, SUITE 600, 101 ROUTE 130	103 COLLEGE ROAD EAST
CITY, STATE, ZIP	CINNAMINSON, NJ 08077	PRINCETON, NJ 08540
CONTACT NAME	K. WENDELL BIBBS, PE, CME, EXECUTIVE VICE PRESIDENT	AGHA S. HASAN, PA
TELEPHONE	856-303-1245	609-987-2323
FAX	856-303-1249	609-987-0005
E-MAIL	<a href="mailto:WENDELL.BIBBS@RVE.COM">WENDELL.BIBBS@RVE.COM</a>	<a href="mailto:AHASAN@VANNOTEHARVEY.COM">AHASAN@VANNOTEHARVEY.COM</a>
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	N/A	N/A
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED
DEBARMENT NOTICE REQUIRED	INCLUDED	INCLUDED
EIC	CERT.#4113 EXP. 10/15/2019	CERT.#1491 EXP. 06/15/2019
CERTIFICATE OF INSURANCE	REQUIRED FROM AWARDED VENDOR	REQUIRED FROM AWARDED VENDOR
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED
60-DAY EXTENSION COMPLIANCE	YES	YES
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES	YES	YESINC
W-9	INCLUDED	INCLUDED
TOTAL AMOUNT FOR ITEMS #1-14	\$13,900.00	\$16,700.00
FATAL DEFECT	NONE	NONE

**CITY OF TRENTON**

**CONSUMER CONFIDENCE REPORT  
FOR THE DEPARTMENT OF WATER AND SEWER**

**ORIGINAL**

**1 // COST OF SERVICES**

Per the requirements of the City's Request for Proposal (RFP), we have provided our lump sum fee to provide the services detailed in our Technical Proposal below for your consideration.

Tasks 1-14:	\$12,500.00
Public Notification or NJDEP Requirements	\$ 1,400.00
<b>TOTAL LUMP SUM FEE</b>	<b>\$13,900.00</b>





103 College Road East  
Princeton, New Jersey 08540  
609-987-2323 Fax: 609-987-0005  
NJ Authorization #24GA28271300  
[www.vannoteharvey.com](http://www.vannoteharvey.com)



February 13, 2019

 **ORIGINAL**

Ms. Isabel Garcia, Purchasing Agent  
City of Trenton  
Division of Purchasing  
319 East State Street  
Trenton, NJ 08608

**RE: Trenton Water Works RFP No. 2019-10  
Development and Preparation of the 2019 Consumer Confidence Report  
Fee Proposal  
VNHA #44297-070-01**

Dear Ms. Garcia:

We are pleased to submit herewith one original and five copies of our Fee Proposal for the subject project.

In accordance with the Fee Proposal section of the RFP we propose as follows:

Lump Sum to provide all services included in our technical proposal and in accordance with the requirements of the Safe Drinking Water Act to complete Tasks 1 through 14	\$15,500.00
All work necessary to completely satisfy the requirements of any Public Notification to completely satisfy NJDEP requirements (to be billed only if the work is authorized by TWW)	\$1,200.00
<b>Grand Total</b>	<b>\$16,700.00</b>

Our Lump Sum Fee is based on the following assumptions which are part of this proposal:

- A. Items 1 through 21 of Van Note-Harvey Associates Standard Provisions of Agreement (copy attached).
- B. Our fee for this project assumes that the information listed above will be made available to this office upon receipt of a purchase order and not later than May 13, 2019.
- C. Should work be requested which is beyond the scope of services described in our technical proposal, this additional work will be billed on an hourly basis at our Standard Hourly Billing Rates shown on the attached schedule.
- D. Invoices will be submitted for payment on a monthly basis for the work performed by VNHA at the time of invoice preparation. All invoices are due upon receipt. Invoices past due by sixty (60) days shall be just cause for suspension of all services by VNHA.
- E. Services rendered will address regulatory requirements in effect on the date of this proposal. Services required by new rules and/or regulations shall be considered additional services.
- F. The preparation of studies or any permit applications, engineering or environmental services not specifically addressed in this proposal are not included.
- G. The lump sum fee quoted for this project is valid without adjustment through July 31, 2019. Fees for additional services performed after that date that are not specifically identified herein will be negotiated to reflect cost of living increases, etc.

Ms. Isabel Garcia, Purchasing Agent

City of Trenton

February 13, 2019

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- H. Application, public notice, CCR postage and registered mail notification fees, if required, will be provided by Trenton Water Works.
- I. Publication notices, announcements, or other methods of communicating violations to the public are anticipated to be provided by the City, and are excluded from the scope of work.
- J. Unless specifically included in the lump sum fee, printing and copying costs for plans, specifications, contract documents, reports and calculations will be billed as a direct charge and are not included in the fees quoted herein. Billing rates for these reimbursable items will be in accordance with our Standard Hourly Billing Rates.
- K. This proposal assumes that project information will be distributed by regular postal mail. The cost of Express Mail, messenger service, fax transmissions, return receipt certified mail, etc. as requested by the client or as required by reviewing agencies will be billed as a direct cost and are not included in the fees quoted herein. Distribution of the CCR is not included in the scope of work
- L. Should the project be terminated, VNHA will be paid for all services performed up to the termination notice date in accordance with our Standard Provisions of Agreement. Termination of services must be in writing.

We appreciate the opportunity to submit this proposal for your consideration and look forward to assisting you with this project.

Should you have questions regarding this proposal or wish to modify the scope of services as outlined, please do not hesitate to contact this office.

Very truly yours,



Agha S. Hasan, PE  
Vice President

ASH/sep

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**STANDARD HOURLY BILLING RATES<sup>1,2,3,4</sup>**

EFFECTIVE JUNE 2, 2018<sup>5</sup>

JOB CLASSIFICATION	BILLING RATE/HR	JOB CLASSIFICATION	BILLING RATE/HR
02 Senior Principal	\$ 285.00	38 Senior Survey Technician	\$ 150.00
03 Principal	\$ 270.00	39 Survey Technician	\$ 115.00
05 Senior Project Coordinator	\$ 252.00	41 Survey 3DLS Technician <sup>8</sup>	\$ 165.00
06 Project Coordinator	\$ 225.00	61 Executive Secretary	\$ 85.00
08 Senior Project Manager	\$ 217.00	62 Senior Technical Typist	\$ 85.00
09 Project Manager	\$ 175.00	63 Technical Typist	\$ 70.00
10 Senior Project Engineer	\$ 195.00	83 Data Processing Supervisor	\$ 150.00
11 Project Engineer <sup>6</sup>	\$ 160.00	86 Data Processing Technician	\$ 87.00
12 Engineer <sup>6</sup>	\$ 140.00	91 2-Person OSHA or Steel Crew <sup>3,7</sup>	\$ 285.00
14 Senior Designer	\$ 143.00	92 2-Person Survey Crew <sup>3</sup>	\$ 210.00
15 Designer	\$ 125.00	94 2-Person 3DLS Survey Crew <sup>3,8</sup>	\$ 360.00
20 Senior Environmental Specialist	\$ 138.00	96 1-Person 3DLS Survey Crew <sup>3,8</sup>	\$ 275.00
21 Environmental Specialist	\$ 103.00	97 1-Person Robotic Survey Crew <sup>3</sup>	\$ 160.00
23 Senior Observer <sup>3</sup>	\$ 125.00	98 2-Person Prevailing Rate 3DLS <sup>8</sup>	\$ 400.00
24 Observer <sup>3</sup>	\$ 108.00	99 1-Person Prevailing Rate 3DLS <sup>8</sup>	\$ 325.00
25 Engineering/Surveying Assistant	\$ 50.00	101 1-Person Survey Crew Prevailing Rate <sup>3</sup>	\$ 200.00
27 Survey Supervisor	\$ 157.00	102 2-Person Survey Crew Prevailing Rate <sup>3</sup>	\$ 305.00
30 Chief of Party <sup>3</sup>	\$ 127.00	112 Subsurface/GPR Technician	\$ 200.00
33 Transitperson <sup>3</sup>	\$ 83.00		

TYPE OF REIMBURSABLE <sup>9</sup>	BILLING RATE	TYPE OF REIMBURSABLE <sup>9</sup>	BILLING RATE
24" x 36" paper B&W copy (each)	\$ 2.40	Binding report under 150 pages (per report)	\$ 6.20
24" x 36" reproducible B&W vellum/mylar (each)	\$ 29.50	Binding report 150 to 300 pages (per report)	\$ 7.20
30" x 42" paper B&W copy (each)	\$ 3.60	Binding report over 300 pages (per report)	\$ 8.20
30" x 42" reproducible B&W vellum/mylar (each)	\$ 43.75	Facsimile transmission (1 <sup>st</sup> pg/balance per pg.)	\$ 3.00/1.00
Letter or Legal size B&W copy (each)	\$ 0.25	Mileage (per mile)	\$ 0.65
Letter or Legal size Color copy (each)	\$ 1.40	Offsite File Retrieval (per box/plan roll)	\$ 25.00
11" x 17" B&W copy (each)	\$ 0.35	Next Day delivery/courier service	Cost + \$5.00
11" x 17" Color copy (each)	\$ 2.20	Certified Postal Mail	Cost + 15%
Electronic Plan Files (per plan sheet, .pdf file) <sup>10</sup>	\$ 30.00 +\$6.00/sheet	Computer/Cadd Equipment	No Charge
Electronic Plan Files (per plan sheet, .dwg file) <sup>10</sup>	\$ 100.00 +\$25.00/sheet	Subcontractor mark-up	15%

<sup>1</sup> Depositions, Mediations, Arbitrations and Court Testimony will be billed at 1.5 times the above rates with a 4-hour minimum per day.

<sup>2</sup> Rates are based on an 8-hour day and a 40-hour work week. Time beyond 8 hours/day or on weekends or holidays will be billed at 1.5 times the above rates.

<sup>3</sup> In event prevailing wage rate requirements apply, adjusted rates will be provided.

<sup>4</sup> Additional rates furnished as required.

<sup>5</sup> Replaces Standard Hourly Billing Rates effective 5/1/17.

<sup>6</sup> Engineering degree or equivalent experience. Not necessarily holder of Professional License.

<sup>7</sup> High-rise/steel construction surveying or OSHA 40 hour (29CFR:1910) certified field surveyor.

<sup>8</sup> 3DLS = 3-Dimensional Laser Scanning.

<sup>9</sup> File copying for legal proceedings will be provided at 2.0 times above rates to cover file/paper separations and reassembly.

<sup>10</sup> Provided solely for client's convenience and may be subject to execution of electronic file transfer agreement. VNHA assumes no liability for this data.