

RFP2019-11 ADMINISTRATION OF MUNICIPAL ENGINEERING SERVICES ON AN ON CALL SERVICE AGREEMENT FOR THE CITY OF TRENTON, DEPARTMENT OF PUBLIC WORKS, DIVISION OF TRAFFIC AND TRANSPORTATION PROPOSAL OPENING 2/27/19 AT 11:00AM



2019 SCHEDULE OF FEES



Senior Project Consultant.....	\$210.00/hr.
Project Consultant.....	\$185.00/hr.
Senior Project Manager.....	\$175.00/hr.
Project Manager.....	\$165.00/hr.
Senior Engineer.....	\$165.00/hr.
Project Engineer	\$140.00/hr.
Senior Staff Engineer.....	\$115.00/hr.
Staff Engineer	\$100.00/hr.
Licensed Site Remediation Professional (LSRP)	\$180.00/hr.
Professional Geologist.....	\$145.00/hr.
Senior Environmental Specialist.....	\$145.00/hr.
Senior Environmental Scientist.....	\$135.00/hr.
Environmental Project Coordinator.....	\$120.00/hr.
Environmental Engineer.....	\$105.00/hr.
Environmental Scientist.....	\$100.00/hr.
Environmental Permitting Assistant	\$90.00/hr.
Environmental Technician	\$85.00/hr.
Licensed Landscape Architect	\$145.00/hr.
Landscape Designer.....	\$100.00/hr.
Professional Planner.....	\$130.00/hr.
Professional Land Surveyor	\$180.00/hr.
Senior Designer.....	\$135.00/hr.
Designer	\$120.00/hr.
Senior Drafter	\$105.00/hr.
Drafter.....	\$90.00/hr.
Technical Coordinator	\$85.00/hr.
Survey Party Chief.....	\$120.00/hr.
Senior Survey Technician.....	\$110.00/hr.
Survey Technician.....	\$90.00/hr.
Survey Field Crew (two person)	\$200.00/hr.
Survey Field Crew Robotic (1 person)	\$170.00/hr.
Lab Supervisor	\$100.00/hr.
Resident Engineer	\$110.00/hr.
Senior Field Representative.....	\$85.00/hr.
Field Representative.....	\$80.00/hr.
Field Technician	\$65.00/hr.
Staff Professional	\$55.00/hr.
Technical Assistant	\$75.00/hr.
Administrative Services	\$65.00/hr.



2019 MISCELLANEOUS REIMBURSABLE EXPENSES



MISCELLANEOUS OFFICE SERVICES

Mileage (Employee Travel Time will be Invoiced at the Individuals Hourly Rate, Door-To-Door)	\$0.58 / mile
Certified Mailing/Return Receipt	\$6.20 + postage / piece
Express Delivery Service (Federal Express, etc.)	Calculations per weight/piece
USPS Package Mailing (Plans/Reports)	Postage + 15%/piece

PLOTTING AND GRAPHIC SERVICES

Bond	\$0.20 / sf
Vellum	\$0.35 / sf
Color	\$0.75 / sf
Mylar	\$0.70 / sf
Presentation Board -24" x 36"	\$10.00 / board
Presentation Board -30" x 42"	\$20.00 / board
CD or DVD	\$1.00 / Disk



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MUNICIPAL ENGINEERING SERVICES
GENERAL CONDITIONS AND HOURLY RATE SCHEDULE TO JANUARY 1, 2019

Senior Project Manager.....	\$165.00 Per Hour
Project Manager.....	\$164.00 Per Hour
Project Leader.....	\$163.00 Per Hour
Professional Engineer	\$161.00 Per Hour
Senior Project Engineer.....	\$155.00 Per Hour
Project Engineer.....	\$152.00 Per Hour
Senior Design Engineer.....	\$151.00 Per Hour
Design Engineer.....	\$147.00 Per Hour
Senior Engineering Technician.....	\$129.00 Per Hour
Engineering Technician/Management Information Systems Technician.....	\$123.00 Per Hour
Professional Land Surveyor	\$161.00 Per Hour
Land Surveyor	\$141.00 Per Hour
Robotic Total Station	\$ 68.00 Per Hour
Party Chief.....	\$123.00 Per Hour
Survey Technician.....	\$111.00 Per Hour
Resident Engineer	\$141.00 Per Hour
Chief Construction Engineer.....	\$135.00 Per Hour
Senior Construction Engineer.....	\$129.00 Per Hour
Construction Engineer.....	\$125.00 Per Hour
Chief Construction Technician.....	\$123.00 Per Hour
Senior Construction Technician.....	\$116.00 Per Hour
Construction Technician.....	\$111.00 Per Hour
Technical Assistant.....	\$ 87.00 Per Hour
Senior CAD Technician	\$129.00 Per Hour
Licensed Landscape Architect.....	\$161.00 Per Hour
Senior Landscape Designer	\$146.00 Per Hour
Certified Tree Expert	\$129.00 Per Hour
Landscape Designer.....	\$116.00 Per Hour
Director of Planning	\$165.00 Per Hour
Professional Planner	\$164.00 Per Hour
Project Planner.....	\$157.00 Per Hour
Planning Technician	\$146.00 Per Hour
Principal.....	\$168.00 Per Hour
Partner.....	\$174.00 Per Hour
Managing Partner/Administrative Partner.....	\$193.00 Per Hour

Environmental services will be billed in accordance with CME's Environmental Rate Schedule

Invoices - CME Associates (CME) will submit invoices to Client monthly and a final invoice upon completion of services. Payment is due upon presentation of invoice and is past due thirty days from invoice date. Client agrees to pay a finance charge of one and one-half percent per month, or the maximum rate allowed by law, on past due accounts. In the event that the invoice is not paid voluntarily and promptly, and must therefore be referred to an attorney or agency for collection, the Client agrees to pay a collection fee equal to the actual attorney or agency collection fee incurred by CME. Overtime rates are applicable after eight hours Monday through Friday, and all day Saturday and Sunday, and charged at one and one-half times the quoted rate. Holidays are charged at two times the quoted rate. Expenses incurred for reproduction, postage handling, photographs and for services including subconsultants, equipment and facilities not furnished by CME are charged to the Client at cost plus fifteen percent. Automobile travel may be charged at the current rate per mile allowed by the Internal Revenue Service..

Standard of Care - Services performed by CME under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. NO OTHER WARRANTY, EXPRESSED OR IMPLIED, IS MADE.

Contaminated Material - It is understood that CME is not, and has no responsibility as a handler, generator, operator, treater or storer, transporter or disposer of hazardous or toxic substances found or identified at any site. Client shall undertake or arrange for, either directly or indirectly through other contractors, the handling, removal, treatment, storage, transportation and disposal of hazardous substances or constituents found or identified at any site.

Utilities - In the execution of the work, CME will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities. The Client agrees to hold CME harmless for any damages to subterranean structures which are not called to CME's attention and/or not correctly shown on the plans furnished.





2019 Schedule of Hourly Rates



Engineering and Planning

Principal	\$ 145.00 - \$ 160.00
Licensed Engineer/Project Manager	\$ 115.00 - \$ 145.00
Licensed Planner	\$ 130.00 - \$ 145.00
Planning Assistant	\$ 70.00 - \$ 90.00
Licensed Site Remediation Professional	\$ 170.00
Hydrogeologist	\$ 80.00 - \$100.00
Environmental Scientist	\$ 65.00 - \$ 80.00
Engineering Assistant	\$ 65.00 - \$ 95.00
Licensed/Registered Landscape Architect	\$ 105.00 - \$125.00

Inspecting

Senior Inspector (NICET II, III)	\$ 75.00 ~ \$ 95.00
Junior Inspector	\$ 65.00 ~ \$ 75.00

Drafting

CAD Drafter	\$ 90.00 - \$ 110.00
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Surveying

Licensed Surveyor	\$125.00 ~ \$140.00
1 Man Robotic Survey Crew	\$135.00
2 Man Survey Crew	\$180.00

No charge for routine photo copying or clerical services.

Overhead costs are included in the above hourly rates.

CENTER STATE ENGINEERING

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481 Spotswood Englishtown Road, Monroe Township, New Jersey 08831
T 732.605.9440 F 732.605.9444

Rate Schedule March 2019-March 2020

Senior Project Manager	\$ 155.00	Hourly
Project Manager	\$ 154.00	Hourly
Project Leader	\$ 153.00	Hourly
Professional Engineer	\$ 152.00	Hourly
Senior Project Engineer	\$ 148.00	Hourly
Project Engineer	\$ 130.00	Hourly
Senior Design Engineer	\$ 119.00	Hourly
Design Engineer	\$ 113.00	Hourly
Senior Engineering Technician	\$ 106.00	Hourly
Engineering Technician/GIS Technician	\$ 100.00	Hourly
Professional Land Surveyor	\$ 150.00	Hourly
Land Surveyor	\$ 133.00	Hourly
Party Chief	\$ 113.00	Hourly
Survey Technician	\$ 87.00	Hourly
Resident Engineer	\$ 135.00	Hourly
Chief Construction Engineer	\$ 127.00	Hourly
Senior Construction Engineer	\$ 106.00	Hourly
Construction Engineer	\$ 101.00	Hourly
Chief Construction Technician	\$ 88.00	Hourly
Senior Construction Technician	\$ 78.00	Hourly
Construction Technician	\$ 73.00	Hourly
Technical Assistant	\$ 84.00	Hourly
Senior CAD Technician	\$ 111.00	Hourly
CAD Technician	\$ 115.00	Hourly
Licensed Landscape Architect	\$ 151.00	Hourly
Senior Landscape Designer	\$ 135.00	Hourly
Certified Tree Expert	\$ 120.00	Hourly
Landscape Designer	\$ 107.00	Hourly
Director of Planning	\$ 160.00	Hourly
Professional Planner	\$ 158.00	Hourly
Project Planner	\$ 128.00	Hourly
Planning Technician	\$ 109.00	Hourly
Partner	\$ 158.00	Hourly
Principal	\$ 157.00	Hourly
Managing Partner/Administrative Partner	\$ 165.00	Hourly
Clerical/Secretary	\$ 38.00	Hourly
Project Administrator	\$ 61.00	Hourly
Delivery	\$ 40.00	Hourly
Subcontract/Expenses	120% of Cost	



COST PROPOSAL

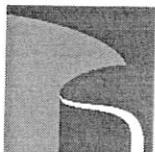
In the event that individual capital improvement projects are proposed by the City, we would offer to provide preliminary design services and cost estimates, discuss funding, prepare plans and specifications for construction (if construction is authorized), prepare final cost estimates, review bids received, recommend award of a contract, provide supervision of administration of that contract and any other services as requested by City officials at a fee to be negotiated prior to the commencement of any such project.

Should there be occasions when the scope of work is undefined or it is required to invoice on an hourly basis, such as general consulting, periodic field inspections, etc., the work will be invoiced according to the hourly billing rates provided below.

HOURLY BILLING RATES EFFECTIVE FEBRUARY 2019 – FEBRUARY 2020

CITY OF TRENTON

PROFESSIONAL ENGINEER	\$ 160.00
SENIOR PROJECT MANAGER	\$ 145.00
PROFESSIONAL LANDSCAPE ARCHITECT	\$ 145.00
SENIOR DESIGNER	\$ 110.00
DESIGNER	\$ 95.00
INSPECTOR	\$ 90.00
ENGINEERING TECHNICIAN	\$ 75.00
PROFESSIONAL LAND SURVEYOR	\$ 160.00
SENIOR PROJECT MANAGER SURVEYING	\$ 145.00
PROJECT SURVEYOR	\$ 110.00
PARTY CHIEF	\$ 95.00
INSTRUMENT PERSON	\$ 75.00
TECHNICAL TYPIST	\$ 50.00



ROBERTS ENGINEERING GROUP, LLC

2019 Hourly Rate Schedule:

ENGINEERING DIVISION:

Principal.....	\$168.00
Professional Engineer II.....	\$158.00
Professional Engineer I.....	\$132.00
Staff Engineer I.....	\$122.00
Designer.....	\$117.00
Landscape Designer.....	\$96.00
Design Technician.....	\$96.00
CAD Technician.....	\$91.00
Senior Construction Inspector.....	\$89.00
Construction Inspector.....	\$83.00
Technician II.....	\$76.00
Technician I.....	\$59.00

SURVEY DIVISION:

Professional Surveyor.....	\$168.00
Survey Technician.....	\$91.00
Technician II.....	\$76.00
Two Man Crew.....	\$147.00
One Man Crew.....	\$127.00



2019 Hourly Rate Table

Project Manager	\$160.00
Project Engineer	\$140.00
Principals / Principal Project Managers / Principal Engineers	\$190.00 to \$260.00
Sr. Project Engineer / Sr. Project Architect / Sr. Project Manager /	
Sr. Project Geologist / Sr. Project Scientist	\$150.00 to \$220.00
Sr. Specialist V / Sr. Designer V	\$135.00 to \$185.00
Sr. Inspector IV/V / Sr. Surveyor IV/V	\$115.00 to \$183.00
Project Engineer / Engineer IV / Project Architect / Architect IV /	
Project Manager	\$130.00 to \$197.00
Project Geologist / Geologist IV / Project Scientist / Scientist IV	\$110.00 to \$172.00
Engineer II/III / Architect II/III	\$105.00 to \$165.00
Specialist III/IV / Designer III/IV	\$80.00 to \$150.00
Scientist II/III / Geologist II/III	\$77.00 to \$125.00
Engineer I / Architect I	\$80.00 to \$120.00
Scientist I / Geologist I	\$66.00 to \$92.00
Inspector III / Surveyor III / Specialist I/II	\$72.00 to \$115.00
Assistant Surveyor I/II / Assistant Inspector I/II	\$80.00 to \$92.00
Technicians	\$64.00 to \$88.00
Administration / Project Support	\$66.00 to \$122.00

* Hourly rates for special consultations and services in conjunction with litigation are available on request.

EXPENSES

Personal Auto / Company Auto	\$0.58 ¹ / mile
Company Vans / Company Pick-Up	\$0.58 ¹ / mile
Photocopies & Offset Reproduction	Variable
UPS / Federal Express /Postage /Messenger Service	Variable
Subcontractors (including Contract Laboratory)	Direct + 15%
Mobile Devices	Variable
Field Equipment	Variable
Travel / Lodging Per Diem	As Incurred

¹per IRS standard mileage rate (rate as of January 1, 2018 is shown – subject to change)

Invoices are payable within 30 days of invoice date.

Delinquent bills are subject to finance charges of 1.5% per month.

The client shall pay attorney fees, court costs, and related expenses incurred in the collection of delinquent accounts.



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RFP 2019-11

Dumack Engineering
1038 Second Street Pike
Richboro, PA 18954
215.598.1230
Heath@Dumack.com

Personnel Fee Schedule from Dumack Engineering:

Administration of Municipal Engineering Services on an on-call service agreement for the City of Trenton
Department of Public Works Division of Traffic and Engineering

Fee Schedule for City of Trenton

Principal Engineer	\$150.00
Design Engineer - Licensed	\$135.00
Design Engineer	\$110.00
Architect	\$150.00
Reg Landscape Architect	\$135.00
Project Manager	\$90.00
Survey Crew	\$135.00
CAD Operator / Draftsman / Technician	\$90.00
Head Inspector / Construction Manager	\$110.00
Inspection / Inspector	\$90.00
Office Administration / Clerical	No Charge

Miscellaneous Reimbursable Expenses:

Postage, Federal Express, etc.	\$Cost
Printing	\$3.00/sheet
Computer Mylars/Color Plots	\$25.00/sheet
Outside Services or Fees	\$Cost
Color Copies	\$1.50 /each

All outside expenses will be charged at direct cost, no markup to the City of Trenton.

No mileage expenses for travel will be charged to and from the City of Trenton.

Non-conflict statement:

As of the date of this proposal, Dumack Engineering does not have any work in Trenton, NJ. We pledge, as part of this proposal, not to represent private clients in the City while representing The City of Trenton.

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Price Proposal

Billing Rates

CITY OF TRENTON 2019 SCHEDULE OF FEES

Pennoni provides engineering consulting services to its clients in accordance with the terms and conditions of our contract. Pennoni's compensation will be based on the following schedule of fees and charges unless our contract specifies otherwise.

LABOR CATEGORY	RATES: \$/HOUR
Principal Professional.....	\$165
Senior Professional	\$160
Project Professional	\$155
Staff Professional	\$132
Associate Professional	\$125
Graduate Professional	\$116
Technician III	\$135
Technician II	\$113
Technician I	\$110
Survey Crew	\$252
Field Technician	\$99
Project Assistant	\$74

- Add 15% to above Survey Crew rates when OSHA 40-hour training required
- Technical Support/Expert Testimony Fee provided upon request
- 3 Person Survey Crew rates for roadwork provided upon request

"Professional" includes all disciplines (Engineer, Landscape Architect, Surveyor, Geologist, etc.)

EXPENSES:

Pennoni does not bill for routine office management or accounting services; however, direct expense charges described below are subject to an additional administrative and handling fee as indicated:

- Subconsultant/Subcontractor services: cost plus 10%
- Project Related Travel and Living Expenses: cost plus 10%
- Field Equipment, Expendable Materials/Supplies and Outside Reproduction): cost plus 10%
- Passenger Vehicles: per IRS standard rate
- Field Vehicles: \$100.00/day
- Record Retrieval: \$500.00/request plus reprographic charge
- Communication Fee: 2% of billable labor. Includes cost for non-deliverable in-house photocopies, non-express postage and telephone/fax/computer.



COST PROPOSAL
MUNICIPAL ENGINEERING SERVICES – ON-CALL BASIS
RFP2019-11

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2019 PERSONNEL RATES

TITLE	HOURLY RATE
Principal	\$165.00
Senior Technical Director	\$155.00
Senior Project Manager	\$150.00
Technical Director	\$150.00
Senior Technical Manager	\$140.00
Project Manager	\$140.00
Senior Project Professional	\$135.00
Technical Manager	\$135.00
Project Professional	\$130.00
Senior Project Specialist	\$130.00
Project Specialist	\$125.00
Senior Technical Professional	\$120.00
One-Man Robotic Crew	\$115.00
Technical Professional	\$110.00
Senior Technical Specialist	\$100.00
Technical Specialist	\$95.00
Senior Data/Field Specialist	\$85.00
Data/Field Specialist	\$80.00
Senior Technical Assistant	\$75.00
Technical Assistant	\$70.00
Junior Technical Assistant	\$65.00
Junior Data/Field Technician	\$55.00

2019 REIMBURSABLE EXPENSES

ITEM	FEE
Black & White Copy 8½ x 11	\$ 0.20/sheet
Black & White Copy 8½ x 14	\$ 0.30/sheet
Black & White Copy 11 x 17	\$ 0.40/sheet
Black & White Copy 18 x 24	\$ 1.45/sheet
Black & White Copy 24 x 36	\$ 2.85/sheet
Black & White Copy 30 x 42	\$ 4.25/sheet
Color Copy 8½ x 11	\$ 0.40/sheet
Color Copy 11 x 17	\$ 0.80/sheet
Color Copy 24 x 36	\$27.00/sheet
Color Copy 30 x 42	\$40.00/sheet
Mylar 24 x 36	\$27.00/sheet
Mylar 30 x 42	\$40.00/sheet
CD	\$50.00/disc
Robotic per diem	\$249.00
Scanner per diem	\$400.00
Subconsultants	115% of cost
Out-of-pocket expenses	115% of cost

Additional reimbursables include, but are not limited to, delivery expenses and mileage charged at Federal prevailing rates.



SCHEDULE OF BILLABLE HOURLY RATES

2019

It has always been the firm's policy to encourage clients to contact our staff with questions or problems that need to be discussed. No fees are incurred each time the telephone is answered or a meeting is held on-site. Clients are free to discuss various projects without fear of incurring a consulting expense. Fees are all project-related, established at the initiation of the project or as the scope of the project can be defined. Prior to client authorization, a detailed proposal, including a scope of services, will be prepared for all Capital Projects. All proposals are subject to negotiation and approval.

ENGINEERING

Regional Engineer/Manager	\$175
Engineering Department Head	\$175
Project Manager, LSRP	\$175
Project Manager/Engineer	\$169
Project Engineer	\$164
Senior Engineering Technician	\$131
Engineering Technician	\$104
Technical Aide	\$71

PLANNING

Planning Manager	\$175
Project Planner	\$169
Senior Landscape Architect/Planner	\$153
Landscape Architect/Planner	\$131

Principal \$186

Mileage Commensurate in accordance with IRS Regulations

CONSTRUCTION MANAGEMENT & OBSERVATION

CM & Observation Department Head	\$153
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Construction Management Personnel

Project Manager	\$143
Construction Manager	\$126

Observer Personnel

Observer Supervisor	\$143
Resident Observer NICET IV	\$139
Observer NICET II/III	\$133
Observer	\$127
Contract Administrator	\$120

SURVEY, CADD & GIS

Field Personnel

Surveyor	\$115
Party Chief	\$109
Transit/Rod Person	\$104

Office Personnel

Survey/CADD Department Head	\$153
Survey Manager	\$148

CADD/GIS Manager	\$148
Senior CADD/GIS Technician	\$131
CADD/GIS Technician	\$115

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NUMBER OF RESPONDENTS:								
NAME OF BIDDER								
ADDRESS								
CITY, STATE, ZIP								
CONTACT NAME								
TELEPHONE								
FAX								
E-MAIL								
OWNERSHIP DISCLOSURE STATEMENT								
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE								
ACKNOWLEDGEMENT OF RECEIPT OF ALL ADDENDA								
NJ BUSINESS REGISTRATION CERTIFICATE								
NON-COLLUSION AFFADAVIT								
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE								
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN								
POLITICAL CONTRIBUTION DISCLOSURE FORM								
ETHICS COMPLAINT DISCLOSURE								
DEBARMENT NOTICE								
EIC								
60-DAY EXTENSION COMPLIANCE								
EMERGENCY SERVICES								
CERTIFICATE OF INSURANCE								
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY								
W-9								
THREE (3) REFERENCES								
EXCEPTIONS (IF ANY)								
MUNICIPAL ENGINEERING SERVICES								
FATAL FLAW								

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