

**RFP2019-12 PROFESSIONAL ENGINEERING SERVICES FOR ENVIRONMENTAL REGULATORY COMPLIANCE ISSUES FOR THE CITY OF TRENTON, DEPARTMENT WATER AND SEWER PROPOSAL OPEN 3/12/19 AT 11:00AM**

RFP2019-12 PROFESSIONAL ENGINEERING SERVICES FOR ENVIRONMENTAL REGULATORY COMPLIANCE ISSUES FOR THE CITY OF TRENTON, DEPARTMENT WATER AND SEWER				
NUMBER OF RESPONDENTS:	4			
NAME OF BIDDER	CDM SMITH, INC.	ATC GROUP SERVICES LLC D/B/A BCM ENGINEERS	ARECON, LTD.	MOTT MACDONALD, LLC
ADDRESS	110 FIELDCREST AVENUE, #8, 6TH FLOOR	920 GERMANTOWN PIKE, SUITE 200	2633A WHITEHORSE HAMILTON SQUARE ROAD	111 WOOD AVENUE SOUTH
CITY, STATE, ZIP	EDISON, NJ 08837	PLYMOUTH MEETING, PA 19462	HAMILTON, NJ 08690	ISELIN, NJ 08830
CONTACT NAME	DAVID C. SMITH, PE	THOMAS WILKES, P.E.	PATRICK G. NOCERA	JOSEPH STANLEY, PE, PP, SENIOR VICE PRESIDENT
TELEPHONE	732-225-7000	610-313-3100	609-298-0770	973-912-2485
FAX	732-225-7851	610-313-3151	609-228-7009	973-912-2455
E-MAIL	<a href="mailto:SMITHDC@CDMSMITH.COM">SMITHDC@CDMSMITH.COM</a>	<a href="mailto:THOMAS.WILKES@ATCGS.COM">THOMAS.WILKES@ATCGS.COM</a>	<a href="mailto:PNOCERA@ARECONLTD.COM">PNOCERA@ARECONLTD.COM</a>	<a href="mailto:JOSEPH.STANLEY@MOTTMAC.COM">JOSEPH.STANLEY@MOTTMAC.COM</a>
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA AS OF FEBRUARY 19, 2019	INCLUDED	INCLUDED	INCLUDED	INCLUDED
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED	INCLUDED	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED	INCLUDED	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED	INCLUDED	INCLUDED
DEBARMENT NOTICE REQUIRED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
EIC	CERT.#1509 EXP. 06/15/2019	CERT.#3846 EXP. 07/15/2021	CERT.#44555 EXP. 02/15/2024	CERT.#2062 EXP. 08/15/2021
CERTIFICATE OF INSURANCE	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED	INCLUDED	INCLUDED
60-DAY EXTENSION COMPLIANCE	YES	YES	YES	YES
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES	YES	YES	YES	YES
REFERENCES	INCLUDED	INCLUDED	INCLUDED	INCLUDED
W-9	INCLUDED	INCLUDED	INCLUDED	N/A
TOTAL AMOUNT FOR ONE (1) YEAR	SEE ATTACHED BREAKDOWN OF PRICING	SEE ATTACHED BREAKDOWN OF PRICING	SEE ATTACHED BREAKDOWN OF PRICING	SEE ATTACHED BREAKDOWN OF PRICING
FATAL DEFECT	NONE	NONE	NONE	NONE

# Schedule of Hourly Rates and Rates of All Expenses



CDM Smith proposes to bill our office staff (i.e., engineers, administrative staff) at their actual salary rate times a multiplier of 3.0. Our resident field crew (i.e., resident engineers/inspectors) will bill at their actual salary rate times a multiplier of 2.5. This ensures the City gets the true value of each professional that works on the Professional Engineering Services for Environmental Regulatory Compliance Issues project. Average rates for the various labor grade categories are as noted in the table below and are subject to escalation as noted below:

Schedule of Average Hourly Rates (2019)		
Labor Grade	Average Actual Salary	Average Billable Hourly Rate
Engineers/Scientists		
Grade 10	\$95.00	\$285.00
Grade 9	\$83.00	\$249.00
Grade 8	\$70.00	\$210.00
Grade 6-7	\$60.00	\$180.00
Grade 4-5	\$48.00	\$144.00
Grade 2-3	\$39.00	\$117.00
Grade 1	\$32.00	\$96.00
CAD Draftsperson	\$37.00	\$92.00
Resident Engineers/Inspectors		
RE/Inspector	\$32.00	\$80.00
RE/Inspector	\$34.00	\$85.00
RE/Inspector	\$36.00	\$90.00
RE/Inspector	\$38.00	\$95.00
RE/Inspector	\$40.00	\$100.00
RE/Inspector	\$42.00	\$105.00
Administrative Assistants/Financial		
Grade 8	\$38.00	\$114.00
Grade 4-5	\$30.00	\$90.00
Grade 2-3	\$28.00	\$84.00

Individual rates are firm until April, 2020, when performance-based increases are expected. Increases are expected annually after that.

## SCHEDULE OF BILLING CHARGES

Effective January 1, 2019

2

**SCOPE OF SERVICES** – BCM Engineers, referred to herein as "BCM," will perform the services described in its proposal, or, in the absence of a proposal, as defined in writing and approved by BCM and Client, referred to herein as "Services" in accordance with the terms of this "Schedule of Billing Charges." The Services shall be performed on a Time and Materials basis with payment to BCM for Labor and Other Direct Costs according to this Schedule of Billing Charges.

### BILLING RATES

**STAFF** - Charges for all professional, engineering, and other technical and administrative personnel directly charging time to the project will be calculated and billed on the basis of an hourly "Billing Rate". Billing Rates include direct salary, fringe benefits, payroll burden, overhead costs and fee. All time is rounded to the nearest one-half hour. The following lists the range of average Hourly Billing Rates:

Project Manager/Section Manager	\$125.00 - 160.00
Senior Technical Professional	\$ 95.00 - 130.00
Technical Professional	\$ 80.00 - 105.00
Construction Representative	\$ 50.00 - 75.00
Technical Specialist	\$ 65.00 - 85.00
Technician	\$ 40.00 - 75.00
Project Administration	\$ 35.00 - 75.00

Certain proposals may require the use of specific personnel. In those cases, the hourly billing rates used shall be the average of the actual rates of the personnel expected to be assigned to the project. Billing rates for senior staff not included in the above categories will be quoted separately or billed at a range of \$125.00 to \$175.00 per hour.

All staff personnel have been classified in the above labor classification categories based on discipline skills, education and experience level. All field labor and equipment are subject to a four-hour minimum charge and are portal-to-portal calculated from the base facility.

All travel, to a maximum of eight hours per day, will be charged at the Billing Rates. Overtime hours for exempt employees (non-hourly) will be charged at the standard Billing Rate. Overtime hours, authorized by Client, of non-exempt (hourly non-supervisory) employees will include overtime premium.

**LITIGATION SUPPORT** - In the event that BCM's employees are requested by Client or compelled by subpoena or otherwise by any party to give expert witness testimony or otherwise participate in a judicial

or administrative proceeding involving the Client at any time, Client shall compensate BCM at 100% of the Billing Rate, including preparation time, and shall reimburse BCM for all Other Direct Costs.

**RETAINER** - BCM may require advance deposit of funds on specific projects based upon project cost estimates. In those instances, BCM and the Client will mutually provide terms for the deposit of advance payments and provisions for crediting such advances against invoices for Services completed.

**OTHER DIRECT COSTS** - Costs directly related to a project will be charged to the project at a rate of 1.15 times the actual costs. Direct costs include: shipping charges; printing and reproduction; travel and subsistence; special fees, permits, licenses and insurance; subcontracts; outside computer time; and miscellaneous materials.

**CHARGES FOR AUTOMOBILES AND VANS** - For use of automobiles, there will be a charge of \$0.53.5 per mile plus a flat rate of \$25.00 per day. Vans, trucks and four-wheel drive vehicles will be charged at the rate of \$0.53.5 per mile plus a flat rate of \$35.00 per day.

**INVOICING AND PAYMENT** - Invoices will be issued at regular intervals (usually monthly) itemizing the staff categories, hours worked, rates, and the Other Direct Costs. Copies of supporting documentation will be provided upon Client's request and at the Client's expense, to include associated labor and copying costs. Original receipts will be available for review at BCM's Office - but will not be released. Payments are due at the address appearing on the invoice within thirty (30) days of the invoice date. Invoices not paid within thirty (30) days are subject to interest from the 31st day at a rate 1-1/2 percent per month. In addition BCM may, after giving seven (7) days written notice to Client, suspend Services without liability until the Client has paid in full amounts due BCM on account of Services rendered including interest on past due invoices or terminate Services without liability. If there is a disputed amount on an invoice, Client agrees to pay all undisputed amounts in the thirty- (30) day period. In the event that BCM places Client's account in the hands of an attorney for collection, Client agrees to pay BCM all fees and expenses, including attorney's fees and expert fees necessitated thereby. In the event either party terminates the Services for any reason; Client shall pay BCM for all Services performed to the date of termination and reasonable costs

## THE SCHEDULE OF HOURLY RATES FOR ALL PROFESSIONALS LISTED ON THIS PROJECT AND RATE OF PROJECT EXPENSES

Arecon proposes a prepare a cost estimate for each task that the City request professional services. The cost will include a list of equipment, materials and instruments and its respective cost, an estimate of the professionals to work on the task including anticipated hours. Finally, a not exceed cost will be generated for the task. Arecon will not proceed on any task unless it is approved by the City.

The propose project specification rates for this project are as follows:

Patrick Nocera, Point of Contact and Lead Engineer: \$165 per hour  
 Divyajit Mehta, QA/QC, Data Management, Data Validation: \$160 per hour  
 Frank Camera, Regulatory and Compliance: \$150 per hour  
 Renata Stosik, Environmental and Civil, \$145 per hour  
 Michael Mundras, Process Technician, \$95 per hour  
 Assistant Scientist or Engineer, \$85 per hour  
 Drafting (CADD / GIS), \$85 per hour  
 Field Tech / Project Assistant, \$75 per hour

It should be noted that Arecon has full AutoCAD® and ArcGIS® capabilities. Both of these are extremely important to professional engineering and compliance services.

Arecon classifies its Professional Services at various levels as described below:

- A. Assistant Project Engineering, technicians, office support and science have assignments of limited scope and complexity. Work supervised in detail may give guidance to members-in-training, technicians, technologists, contractor employees, etc.
- B. Engineers Independently puts out responsible and varied engineering or science assignments. Work not generally supervised in detail. May give guidance to 1 or 2 other engineers or scientists but supervision of other engineers or scientists is not usually a continuing responsibility.
- C. Management Engineers have authority over supervisory engineers, geoscientists, or a large group containing both professionals and non-professionals Advanced Specialist Engineer In addition to specialization, generally exercise authority over a group of highly qualified professionals engaged in complex engineering applications

All subcontractors, material, supplies and direct expense are invoiced at proposed at cost plus \$15% with a 30-day payment term.

2633A Whitehorse Hamilton Square Road, Hamilton, New Jersey 08690

Phone 609-298-0770

email [help@areconltd.com](mailto:help@areconltd.com)  
<https://areconltd.com>

Fax 609-228-7009



**Trenton Water Works**  
**2019 Environmental Regulatory Compliance**  
**Hourly Rate Table**

Principals / Principal Project Managers / Principal Engineers.....	\$190.00 to \$260.00
Sr. Project Engineer / 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 <sup>1</sup> / mile
Company Vans / Company Pick-Up.....	\$ 0.58 <sup>1</sup> / 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

<sup>1</sup>per IRS standard mileage rate (rate as of January 1, 2019 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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NAME OF BIDDER		
ADDRESS		
CITY, STATE, ZIP		
CONTACT NAME		
TELEPHONE		
FAX		
E-MAIL		
STATEMENT OF OWNERSHIP DISCLOSURE		
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE		
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA AS OF FEBRUARY 19, 2019		
NJ BUSINESS REGISTRATION CERTIFICATE		
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REFERENCES		
W-9		
TOTAL AMOUNT FOR ONE (1) YEAR		
FATAL DEFECT		