

**RFP2019-29 ARCHITECTURAL AND ENGINEERING SERVICES FOR THE CITY OF TRENTON, MUNICIPAL COURT PROPOSAL OPENED 5/8/2019 AT 11:00AM**

RFP2019-29 ARCHITECTURAL AND ENGINEERING SERVICES FOR THE CITY OF TRENTON, MUNICIPAL COURT					
NUMBER OF RESPONDENTS:	5				
NAME OF BIDDER	LCA ENGINEERING, LLC	THE MUSICAL GROUP ARCHITECTURE, PA	CLARKE, CATON, HINTZ, P.C.	OCA ARCHITECTS, INC.	SETTEMBRINO ARCHITECTS
ADDRESS	1609 VAUXHALL ROAD, SUITE 206	191 MILL LANE	100 BARRACK STREET	211 WARREN STREET, SUITE 218	25 BRIDG AVENUE, SUITE 201
CITY, STATE, ZIP	UNION, NJ 07083	MOUNTAINSIDE, NJ 07092	TRENTON, NJ 08608	NEWARK, NJ 07103	RED BANK, NJ 07701
CONTACT NAME	LUIS C. AGUERO, PE	NOEL S. MUSIAL, A.I.A., PRESIDENT	JOHN D.S. HATCH, FAIA, LEED AP, PRINCIPAL	OBIORA AGUDOSI	KEVIN M. SETTEMBRINO
TELEPHONE	908-258-7943	908-232-2860	609-883-8383	973-732-0656	732-741-4900
FAX	908-258-7953	908-232-2845	609-883-4044	973-732-0657	732-741-4977
E-MAIL	TA3729@ATT.NET	<a href="mailto:NSMUSIAL@THEMUSIALGROUP.COM">NSMUSIAL@THEMUSIALGROUP.COM</a>	<a href="mailto:JHATCH@CCHNJ.COM">JHATCH@CCHNJ.COM</a>	<a href="mailto:OBIA@OCA-ARCHPLAN.COM">OBIA@OCA-ARCHPLAN.COM</a>	<a href="mailto:KSETTEMBRINO@SETTEMBRINO.COM">KSETTEMBRINO@SETTEMBRINO.COM</a>
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	N/A	N/A	N/A	N/A	N/A
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
DEBARMENT NOTICE REQUIRED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
EIC	CERT.#50645 EXP. 05/15/2020	CERT.#26513 EXP. 04/15/2020	CERT.#30171 EXP. 02/15/2020	CERT.#58607 EXP. 01/15/2025	CERT.#47845 EXP. 12/15/2018
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	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
60-DAY EXTENSION COMPLIANCE	YES	N/A	YES	YES	YES
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES	YES	N/A	YES	YES	YES
REFERENCES	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
W-9	INCLUDED	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	\$29,500.00 FIXED FEE PLUS REIMBURSABLE EXPENSES, ALSO SEE ATTACHED BREAKDOWN OF PRICING
FATAL DEFECT	NONE	NONE	NONE	NONE	NONE



## THE CITY OF TRENTON

### REQUEST FOR PROPOSALS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE CITY OF TRENTON MUNICIPAL COURT - RFP2019-29

FIRM: LCA Engineering LLC and Sub Consultants

TITLES	ALL INCLUSIVE HOURLY RATES
Principal-In-Charge	\$145
Project Manager	\$110
Mechanical Engineer	\$110
Electrical Engineer	\$110
Structural Engineer	\$118
Plumbing	\$110
Sr. Fire Protection Engineer	\$85
Cost Estimator	\$110
CAD Operator	\$80
HVAC Engineer	\$98
Architect	\$110



## 2019 STANDARD SCHEDULE OF CHARGES & GENERAL CONDITIONS

### 1. PROFESSIONAL SERVICES

A. For agreements based on actual hours expended or additional authorized work on lump sum projects, the following hourly rates shall apply:

President, Noel S. Musial, A.I.A., PP, NCARB	\$195.00
Principal, Noel Musial, II, A.I.A. NCARB	\$175.00
Architect (Associate of the Firm)	\$150.00
Staff Architect	\$125.00
Staff Engineer	\$125.00
Staff Design Engineer	\$100.00
Project Manager	\$95.00
Architect Intern	\$95.00
Architectural Designer	\$90.00
Draftsperson	\$85.00
Junior Draftsperson	\$75.00
Landscape Architect	\$75.00
Interior Designer	\$70.00
Planner	\$95.00
Field Representative	\$80.00
Clerical	\$50.00

B. For expert testimony before Planning Boards and Boards of Adjustments, the minimum billing will be four (4) hours.

### 2. REIMBURSABLE EXPENSES FOR ADDITIONAL SERVICES

A. Consultants which are not part of a proposal, such as structural, civil, hydraulic, kitchen, etc., will be billed at a rate of 1.3 times the amounts billed to our office.

B. Reproduction of documents by outside vendors will be billed at the rate of 1.5 times the cost billed to our office. In-house reproduction of drawings will be billed at \$0.50/sq. ft. Plotter usage will be billed at \$40.00 per plot. Computer CD of drawings at \$250.00.

C. Express mail or overnight messenger services are billed at 1.5 times the cost billed to our office.

### 3. INVOICES

A. Invoices will be submitted monthly. Billing will be based on the actual hours expended or the percentage of work completed, as provided in the Owner/Architect agreement. Invoices are payable within thirty (30) days.

B. Any invoice or portion thereof that is not satisfied within thirty (30) days will be subject to interest charges of 1.5% per month. If we do not receive payment as per our invoices, we reserve the right to suspend any further services.

A summary of our cost proposal for the Trenton Municipal Court Upgrades is below. Please see the following pages for our standard schedule of charges and general conditions.

LUMP SUM FEE: MUNICIPAL COURT UPGRADES

Schematic Design	\$9,820.00
Construction Documents	\$22,500.00
Bidding	\$1,155.00
Construction Administration	\$5,900.00
GRAND TOTAL	\$39,375.00



Noel S. Musial, A.I.A., President  
The Musial Group, pa  
Dated: May 7, 2019

# FEE PROPOSAL & HOURLY RATES

# ORIGINAL

Clarke Caton Hintz proposes a lump sum fee of \$45,000.00 (Forty-five thousand dollars) and estimated reimbursable costs of \$3,500.00.

Our hourly rates are as follows:

Partner	\$220.00
Associate Partner	\$185.00
Senior Associate/Director	\$160.00
Associate/Project Manager	\$145.00
Interior Designer	\$130.00
Project Architect/Coordinator	\$120.00
Staff (3.1 x direct salary – not to exceed \$110/hr.)	\$85 to \$110.00

## Reimbursable Expenses

	BW Charge	Color Charge
Letter (8.5"x11")	\$0.15	\$2.00
Legal (8.5"x14")	\$0.30	\$3.00
Tabloid (11"x17")	\$0.30	\$3.00
Arch C (18"x24")	\$1.20	\$2.25
Arch D (24"x36")	\$2.40	\$4.50
Arch E1 (30"x42")	\$3.50	\$6.50
Arch E (36"x48")	\$4.80	\$9.00
Check Plots are billed at Cost		
Scans billed 12.50 each, any size		
Fax @ 0.25, CD's @ \$10 ea.		

## Assumptions & Exclusions

1. Our fee is based on professional A/E services for the expansion and renovation of the Municipal Court.
2. Professional fees and work excludes Survey, Site/Civil Engineering, Site Design, Parking Design, Environmental Engineering (inclusive of testing of hazardous materials and soils testing), Landscape Architecture, Exterior Signage and Traffic Engineering.
3. Our fee proposal is based on producing one set of construction documents for the purpose of a bidding a single project. Should the project not be constructed under one contract, Clarke Caton Hintz will seek compensation for additional services.

# GENERAL

Fee includes general LEED design in order to submit for a LEED- Silver rating. Excludes third party commissioning, which shall be obtained by Owner. Excludes solar/photovoltaic design, BIM design, energy modeling, computerized energy analysis and life cycle costs, commissioning and/or assisting commissioning agents in their preparation of calculations and documentation, start-up, training, etc.

5. Excludes engineering as follows: Specialty lighting design, specialty acoustical design, food service, etc.
6. MEP/ Fire work will be limited to changes in distribution only. It is assumed that the base building systems and head-end equipment are adequate and still within their overall life expectancy. If the City elects to modernize the base building systems and head-end equipment, CCH will seek additional compensation.

**Harrison-Hamnett, P.C.**  
Consulting Structural Engineers

**Hourly billing rates as of January 1, 2019**

Principal .....	\$175.00
Associate .....	\$150.00
Project Engineer.....	\$140.00
Design Engineer.....	\$120.00
Drafting.....	\$90.00
Clerical .....	\$60.00

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***KELTER & GILLIGO consulting engineers***

2019 Professional Hourly Rate Schedule

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<u>Personnel Classification</u>	<u>Range</u>
Engineering Aide	\$30.00 - \$50.00
Draftsperson	\$50.00 - \$75.00
Designer	\$75.00 - \$125.00
Engineer	\$125.00 - \$150.00
Dept. Head/Manager	\$150.00 - \$200.00
Principal-in-Charge	Flat rate of \$200.00
Principal-in-Charge Testifying	Flat rate of \$275.00

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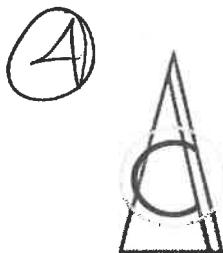
REIMBURSABLE EXPENSES

Additional Reproduction Requests      Cost Per Print

36 x 48 Prints	\$1.00
34 x 44 Prints	\$0.90
30 x 42 Prints	\$0.85
24 x 36 Prints	\$0.75

Overnight / Express Delivery Requests

As charged by Courier / Postal Service



## OCA 2019 Hourly Rate

	Hourly Rates
Principal/President	\$175.00
Sr. Project Manager	\$155.00
Project Architect	\$145.00
Construction Manager	\$155.00
Architect	\$110.00
Junior Graduate Architect	\$100.00
Interior Designer	\$120.00
Architectural Intern	\$ 80.00
Administrative Assistant	\$85.00
Clerical	\$70.00

### **Reimbursable expenses are at 1.15%**

**The indicated rates shall be updated on yearly bases to accommodate inflation and Employee rate increases.**

In Addition to Compensation for Basic and Additional Services, reimbursable expenses made by the Architect in the interest of the Project will be billed as follows:

- Renderings and models requested by the Client.
- Expense of transportation at the prevailing Federal Reimbursed rates.
- Expense of overtime work, if authorized by the Client.
- Application fee paid to authorities having jurisdiction over the Project, if agreed to be fronted by OCA.
- Cost of plotting documents, reproduction, and printing. Prints made for formal submissions and for permit review, or additional prints requested by Client will be charged at the following rates:
  - 8.5 x 11 \$0.25 each
  - 11 x 17 \$1.25 each
  - Large format B&W \$1.00 per sf.
  - Large format color \$5.00 per sf.
- Expense of additional insurance coverage or limits, including professional liability insurance, requested by the Client.
- Faxes, postage, express mail, messenger services, plotting, printing, and reproduction.



OCA Architects, Inc.

## Transmittal

To:	Ms.Isabel Garcia,QPA	From: OCA Architects Inc.
Company:	City of Trenton,City Hall	Date & Time: <b>05/8/2019</b>
Address:	319 East State street, Trenton Division of Purchasing,1 <sup>st</sup> Floor Trenton NJ 08608	Project Name: Trenton Municipal Court
Telephone:		Project Number: <b>RFP2019-29</b>
cc:	<b>File</b>	Total # of pages/packages , including cover:

**RE:** **Proposal for RFP2019-29**

**Transmitting:**

shop drawings       prints       mail       project file  
 reproduction       samples       overnight       project director  
 sketches       final art       messenger       administration file  
 specifications       copy of letter       Pick-up       accounting  
 bulletin  
no:  
 other – see below       Environetics

**Via:**

**Distribution:**

Qty	Date	Revision	Description
1	05/8/2019		Original Proposal for RFP2019-29
3	05/8/2019		Copies of Proposal for RFP2019-29

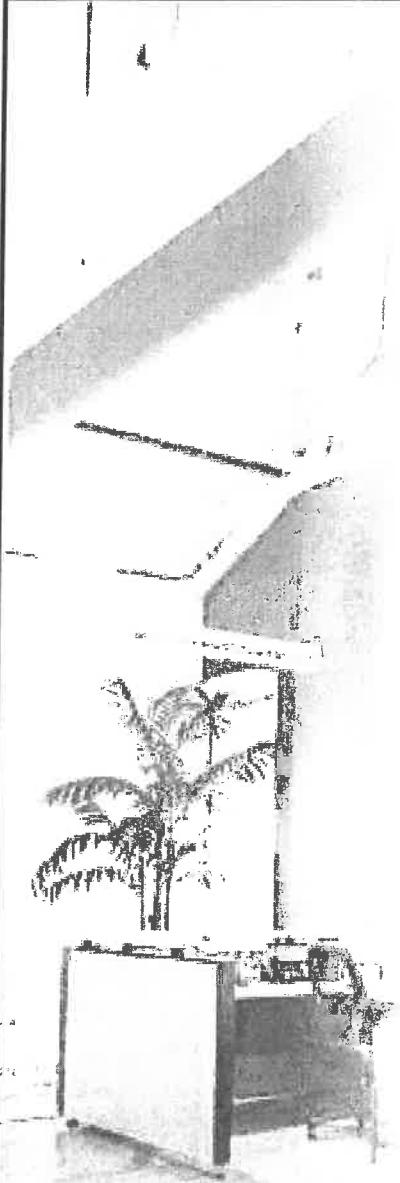
**REMARKS:**

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# FEE PROPOSAL

Settembrino Architects can complete the Scope of Services as detailed in this proposal and the Request for Proposal (RFP) for a fixed fee of \$29,500 plus reimbursable expenses. This fee excludes all civil, survey, geotechnical, subsurface and hazardous material testing and abatement investigation and documents. All information technology and security will be power and pathways only. Devices and connectivity to be specified / designed by Owner's Vendor.

# SETTEMBRINO ARCHITECTS 2019 *hourly* rates



Principal, LEED AP	\$150.00
Project Manager, LEED AP	\$145.00
Senior Project Architect, LEED AP	\$145.00
Project Architect, LEED AP	\$140.00
Interior Designer	\$135.00
Architectural Designer	\$125.00
Construction Administration	\$125.00
Technical / Consultant	\$110.00
Accounting Department	\$ 95.00
Administrative Department	\$ 90.00

\* Hourly Rate Schedule subject to change.

\* Any consultants as authorized by the Owner will be billed at cost plus 20%.

\* Settembrino Architects will provide a fixed fee proposal per project.



25 Bridge Avenue  
Suite 201  
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732.741.4900 (o)  
732.741.4977 (f)  
[www.settembrino.com](http://www.settembrino.com)

## REIMBURSABLE EXPENSES

Printing | Copies | Shipping

At Cost

\*Expense of additional coverage or limits, including professional liability insurance, requested by the Owner in excess of that normally carried by Settembrino Architects.