

TERM OF CONTRACT: ONE (1) YEAR	RFP2015-05 ENGINEERING DESIGN & CONSTRUCTION INSPECTION SERVICES FOR THE REPLACEMENT OF HVAC SYSTEMS/CONTROL AT FIRE HEADQUARTERS & ENGINE 9	
NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	O & S ASSOCIATES	DBL ASSOCIATES CONSULTING ENGINEERS, PC
ADDRESS	145 MAIN STREET	265 INDUSTRIAL WAY WEST
CITY, STATE, ZIP	HACKENSACK, NJ 07601	EAATONTOWN, NJ 07724
CONTACT NAME	WILLIAM T. PAYNE	GEORGE MURAWSKI
TELEPHONE	201-488-7144	732-774-5000
FAX	201-488-7135	732-774-2000
E-MAIL	WTPAYNE@OANDASSOCIATES.COM	GMURAWSKI@DLBASSOCIATES.COM
STOCKHOLDER DISCLOSURE STATEMENT	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA NO. 1	INCLUDED	INCLUDED
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED
NON-COLLUSION AFFIDAVIT	INCLUDED	INCLUDED
AFFIRMATIVE ACTION STATEMENT	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
EIC	CERT#32623 EXP.7/15/2016	CERT#4810 EXP.6/15/2017
60-DAY EXTENSION COMPLIANCE	YES	YES
EXCEPTIONS (IF ANY)	NONE	NONE
CERTIFICATE OF INSURANCE	NEEDED FROM AWARDED VENDOR	NEEDED FROM AWARDED VENDOR
W-9	NOT INCLUDED	INCLUDED
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES	YES	YES
TOTAL AMOUNT FOR THE PROJECT	\$24,600.00 SEE ATTACHED BREAK-DOWN SHEET	\$39,500.00 SEE ATTACHED BREAK-DOWN OF HOURLY RATES
FATAL FLAW	NONE	NONE



PROFESSIONAL FEES

O&S Associates proposes to provide the above services on a stipulated sum basis, plus customary reimbursable expenses as per the following table.

Fee Schedule		
Service	Fee	ESTIMATED REIMBURSABLE (NOT TO EXCEED)
PHASE 1 – Field Survey	\$5,900.00	INCLUDED
PHASE 2 – 75% Preliminary Bid Documents	\$5,500.00	INCLUDED
PHASE 3 – Final Bid Documents	\$3,000.00	INCLUDED
PHASE 4 – Bid Tabulation	\$1,200.00	\$600.00
PHASE 5 – Construction Inspection and Management	\$8,800.00	INCLUDED
PHASE 6 – System Maintenance	\$800.00	INCLUDED
TOTAL	24,600.00	\$600.00

Notes:

1. Reimbursable expenses, including mailings, travel, document reproduction, long-distance and mobile telephone, and testing expenses will be invoiced at 1.5 times the actual direct cost, unless otherwise included in fee.



RATES

Additional Services will be billed per the following:

2015 Hourly Rates

Principal	\$225.00
Senior Project Manager.....	\$185.00
Project Manager	\$165.00
Senior Engineer / Senior Architect.....	\$165.00
Project Engineer / Architect.....	\$150.00
Field/CAD Technician.....	\$115.00
Administrative Assistant	\$70.00

Isabel Garcia, QPA
 April 2, 2015

2.0 FEE AND FINANCIAL

The following represents the billing rate for staff members anticipated to provide services on this project:

HOURLY RATES FOR ADDITIONAL SERVICES					
Admin.....	\$60	Senior Engineer / Designer.....	\$125	Project Manager.....	\$150
CAD Operator.....	\$85	Construction Specialist.....	\$150	Associate.....	\$200
Engineer / Designer	\$100	IE Analyst.....	\$150	Principal.....	\$250

PHASE	DESCRIPTION	FEE TYPE	FEE
01	Field Survey	Fixed	\$ 6,500
02	75% Preliminary Bid Document Preparation	Fixed	\$ 11,500
03	Final Bid Document Preparation	Fixed	\$ 8,000
04	Bid Tabulation	Fixed	\$ 1,500
05	Construction Inspection and Management	Fixed	\$ 8,000
06	System Maintenance	Fixed	\$ 4,000
TOTAL			\$ 39,500

Further details of the work involved in each phase can be found in our Statement of Qualifications Section 5.

Reimbursable expenses to be added to the above fees are reproduction, photography, special printing (existing drawings, photographic scale changes, etc.), travel, long distance calls, postage and courier services. We suggest a budget of \$500 for reimbursables.

3.0 General Conditions

Our services includes electrical, and HVAC engineering services but do not include plumbing, fire protection, civil engineering, architecture, geotechnical or structural engineering.

- **Quality:** The general quality from a construction cost standpoint is average.
- **Interface & Coordination:** A maximum of 48 hours for meetings which includes 1 design, 2 bid, 5 construction and 4 construction phase site visits. Time beyond this limit is considered additional services. At the end of each phase, participate in multi-professional drawing exchange and quality control review.
- **HVAC Systems:** This proposal is based a controls replacement project. Any upgrades or replacements of the HVAC systems not directly related to controls will be considered additional services
- **Agency Reviews:** Design documents shall be prepared in sufficient detail for review by the Local Building Department
- **Standards:** This proposal is based on using DLB standards for the drawings and specifications. Using other standards is available as an additional service.
- **General Contractor:** All the trades are to work as subcontractors to the General Contractor.

