

**RFP2014-21**  
**CONDUCT PHASE II OF THE CITY OF TRENTON, NEW JERSEY'S TRENTON 250 MASTER PLANNING PROCESS**  
**BID OPENING DATE: JUNE 26, 2014 AT 11:00AM**

TERM OF CONTRACT: ONE (1) YEAR				
NUMBER OF RESPONDENTS:	4			
NAME OF BIDDER	HKS URBAN DESIGN STUDIO	TETRA TECH, INC.	PHILLIPS PREISS GRYGIEL, LLC	GROUP MELVIN DESIGN, LLC
ADDRESS	350 N SAINT PAUL ST, SUITE 100	1000 THE AMERICAN ROAD	33-41 NEWARK ST., 3RD FL./SUITE D	2 AQUARIUM DRIVE, SUITE 320
CITY, STATE, ZIP	DALLAS, TX 75201-4240	MORRIS PLAINS, NJ 07950	HOBOKEN, NJ 07030	CAMDEN, NJ 08103
CONTACT NAME	RANDALL MORTON	CYNTHIA ADDONIZIO-BIANCO	KEENAN HUGHES	ROBERT F. MELVIN
TELEPHONE	646-480-4280	973-630-8044	201-420-6262	856-251-9989
FAX	646-924-3880	973-630-8304	201-420-6222	856-202-8007
E-MAIL	<a href="mailto:RMORTON@HKSINC.COM">RMORTON@HKSINC.COM</a>	<a href="mailto:CYNTHIA.BIANCO@TETRATECH.COM">CYNTHIA.BIANCO@TETRATECH.COM</a>	<a href="mailto:KHUGHES@PPGPLANNERS.COM">KHUGHES@PPGPLANNERS.COM</a>	<a href="http://WWW.GROUPMELVINDESIGN.COM">WWW.GROUPMELVINDESIGN.COM</a>
STOCKHOLDER DISCLOSURE STATEMENT	INCLUDED	INCLUDED	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	INCLUDED	INCLUDED	INCLUDED	INCLUDED
NJ BUSINESS REGISTRATION CERTIFICATE	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS	INCLUDED	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS
NON-COLLUSION AFFIDAVIT	INCLUDED	INCLUDED	INCLUDED	INCLUDED
AFFIRMATIVE ACTION STATEMENT	INCLUDED	INCLUDED	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED	INCLUDED	INCLUDED
EIC	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS	CERT #39549 EXP. 3/15/2016	CERT #44697 EXP. 3/15/2017	CERT # 37157 EXP. 7/15/2019
60-DAY EXTENSION COMPLIANCE	YES	YES	YES	YES
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	YES	YES	YES	YES
EXCEPTIONS (IF ANY)	NONE	NONE	NONE	NONE
CERTIFICATE OF INSURANCE	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS	NEEDED FROM AWARDED VENDOR WITH SIGNED CONTRACTS
EMERGENCY SERVICES	YES	YES	YES	YES
W-9	NOT INCLUDED	INCLUDED	INCLUDED	INCLUDED
TOTAL PRICE	\$315,000.00	\$349,900.00	\$349-964.00	\$349,997.52
FATAL FLAW	NONE	NONE	NONE	NONE

**ATTACHMENT A**  
**Cost Proposal Form**

- The Consultant shall explain all expenses associated to the proposal/bid packet. The Consultant shall provide one (1) Fixed Fee Proposal broken down by Milestone as outlined in the "Specific Deliverables" Section.
- Total compensation for services rendered and deliverables shall include any hourly billing rate and all expected related expenses, both actual and administrative.
- Costs for subcontractors are broken out separately.
- Please note if any subcontractors are certified Minority and Women's Business Enterprises.
- The prices proposed in the Contractor's response will be valid for a minimum of 90 days following the submission deadline for this RFP.

Deliverable	Explanation	Estimated Hours	Hourly Rate	Total Compensation
<b>Analysis</b>	HKS			\$45,000
	4ward Planning			\$54,000
	Langan			\$36,000
	<b>Analysis Total \$135,000</b>			
<b>Options</b>	HKS			\$72,000
	4ward Planning			\$18,000
	Langan			\$12,000
	VJ Associates			\$9,000
<b>Options Total \$111,000</b>				
<b>Plan</b>	HKS			\$40,500
	4ward Planning			\$18,000
	Langan			\$6,000
	VJ Associates			\$4,500
<b>Plan Total \$69,000</b>				
<b>Total \$315,000</b>				
<b>Estimated Reimbursable Expenses \$35,000</b>				

List any additional explanation of cost and list assumptions that could influence cost.

We have projected 12 months. Because there is an ebb and flow to a project of this sort, we budget an average week in order to estimate a fee. Although the estimates given below may need to be adjusted once we have finalized the scope and tasks.

Name	Position	Hourly Rate
Randy Morton	HKS   Principal-In-Charge	\$295
Cecil Bakalor	HKS   Project Manager	\$218
Takeshi Kamiya	HKS   Urban Designer	\$238
Todd Poole	4ward   Managing Principal	\$190
Neil Rivers	Langan   Brownfield Redevelopment	\$250
Gregory Woodruff	Langan   Natural Resources	\$210
Karl Pehnke	Langan   Traffic Engineer	\$250
Joseph Lucin	VJ Associates   Director of Projects	\$134

Randy Morton, AIA - Principal | Director of HKS Urban Design Studio

Name and Title of authorized person who reviewed and approved this response

HKS, Architects, Inc.

Name of Consultant Firm

June 26, 2014

Date

## ATTACHMENT A

### Cost Proposal Form

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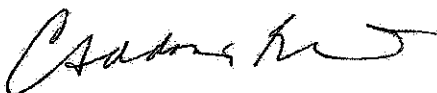
Deliverable	Explanation	Estimated Hours	Hourly Rate	Total Compensation
Unified Land Use and Circulation Element Plan		365	\$125.00	\$45,625
Economic Development Element Plan		270	\$125.00	\$33,750
Housing Development Element Plan		200	\$125.00	\$25,000
Education Element Plan		140	\$125.00	\$17,500
Environmental Element Plan		200	\$125.00	\$25,000
Five Individual District Plans		689	\$125.00	\$86,125
Departmental Work Plan		144	\$125.00	\$18,000
Capital Improvement Plan		110	\$125.00	\$15,500
Master Plan		234	\$125.00	\$29,300
Master Plan Implementation/ Facilitation Manual		200	\$125.00	\$25,000
Public Presentation of Final Plan		100	\$125.00	\$12,600
Website Update		92	\$125.00	\$11,500
Reasonable and Ordinary Expenses	Printing, travel, advertisements, etc.		At cost	\$5,000
<b>GRAND TOTAL</b>		<b>2,744 Hrs.</b>		<b>\$349,900</b>

Include any additional explanation of costs and list assumptions that could influence cost.

List explanation and assumptions below:

1. All materials from Phase I will be provided to the selected consultant
2. The time schedule, as proposed, remains the same.
3. The estimated hourly rate listed above is a projected blended rate and the actual cost per hour for each team member will be charged for the tasks.
4. The estimated hours listed above were calculated using the estimated blended rate above and are only estimations.
5. The Trenton HED Staff will be directly involved in the planning process.

Name	Role/Position	Hourly Rate
<b>Tetra Tech, Inc.</b>		
Ryan Conklin, AICP, PP	Project Manager and GIS	\$94
John Mizerak	Technical Advisor	\$157
Andy Mazzeo	Quality Control Manager	\$197
Roseann Cordelli	Communication and Outreach Manager	\$142
Mason McClellan	Planner	\$110
Emily Slotnick	Planner	\$80
Erik Genga	Planner	\$101
Russ Dudley, PE	Engineer	\$159
Casey Grabowski, PE	Engineer	\$95
Harish Mital, PE	Senior Engineer	\$192
Bob Rynkar	Financial Analyst	\$119
Tony Subbio	Planner	\$117
Jen Johnson	Administrative	\$84
Patrice Stevens	Administrative	\$35
Marybeth Craig	Administrative	\$49
<b>Subcontractors</b>		
Charles Hill (Section 3 DBE)*	Communication and Outreach Specialist	\$160
Susan S. Gruel, PP (WBE)*	Senior Planner	\$165
Fred Heyer, AICP, PP, LEED-AP ND, CNU (WBE)*	Senior Planner	\$165
Christopher Dochney, AICP, PP (WBE)*	Planner	\$135
Michael Lawson (WBE)*	Planner	\$115
Elena Gable (WBE)*	GIS/Planner	\$100
Tracey Scott AIA, LEED AP (MBE)*	Urban Designer	\$160
Amy Kim, AICP (MBE)*	Transportation Planner	\$150
Angie M Mason, AICP (MBE)*	Planner	\$165
Michael H Anderson AIA, NOMA (MBE)*	Technical Advisor	\$180
<b>Grand Total (See above)</b>		<b>\$349,900</b>



Cynthia Addonizio-Bianco – Morris Plains Office Supervisor

**Name and Title of authorized person who reviewed and approved this response**

Tetra Tech, Inc.

**Name of Consultant Firm**

6/25/2014

**Date**

**Appendix A1: Cost Proposal**

Specific Deliverable	Explanation	Estimated Hours	Hourly Rate	Total Compensation
Unified Land Use and Circulation Element	Includes 5 Individual District Plans; Departmental Work Plan; Recommendations for Capital Improvement Plan; Design guidelines and regulating plan; Implementation and Facilitation Manual; Public Presentation; Community Outreach; Administration and Project Management for Overall Master Plan	1300	\$117.69	\$152,998
Economic Development Element	Includes Departmental Work Plan; Implementation & Facilitation Manual; Public Presentation; Community Outreach	352	\$151.73	\$53,407
Housing Element	Includes Departmental Work Plan; Implementation & Facilitation Manual; Public Presentation; Community Outreach	498	\$117.10	\$58,315
Education Element	Includes Departmental Work Plan; Implementation & Facilitation Manual; Public Presentation; Community Outreach	230	\$132.64	\$30,507
Environmental Element	Includes Departmental Work Plan; Implementation & Facilitation Manual; Public Presentation; Community Outreach	424	\$129.10	\$54,737
<b>TOTAL</b>		<b>2804</b>		<b>\$349,964</b>

