

**RFP2019-56 CONSULTING SERVICES FOR THE CITY OF TRENTON, DEPARTMENT OF POLICE AND FIRE
PROPOSAL OPENED 11/27/19 AT 11:00AM**

RFP2019-56 CONSULTING SERVICES FOR THE CITY OF TRENTON, DEPARTMENT OF POLICE AND FIRE		
NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	V-COMM, LLC	HHW GROUP LLC
ADDRESS	2540 US HIGHWAY 130, SUITE 101	55 MADISON AVENUE, SUITE 400
CITY, STATE, ZIP	CRANBURY, NJ 08512	MORRISTOWN, NJ 07920
CONTACT NAME	DOMINIC C. VILLECCO, PRESIDENT	RAYMOND HAYLING II
TELEPHONE	609-655-1200	1-888-710-0903
FAX	609-409-1927	908-888-0224
E-MAIL	DOMINIC.VILLEVVO@VCOMM-ENG.COM	RAYMOND.HAYLING@HHWGROU.COM
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY EXHIBIT A	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	N/A	N/A
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	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
DEBARMENT NOTICE REQUIRED	INCLUDED	INCLUDED
EIC	CERT.#31794 EXP. 01/15/2023 REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD
CERTIFICATE OF INSURANCE CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED
60-DAY EXTENSION COMPLIANCE	YES	NO
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES	YES	
W-9	INCLUDED	

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NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	V-COMM, LLC	HHW GROUP LLC
TOTAL AMOUNT FOR ONE (1) YEAR	\$85,750.00 (SEE BREAKDOWN OF LUMP SUM FEE BY TASK)	\$211,760.00 (SEE BREAKDOWN OF LUMP SUM FEE BY TASK)
FATAL DEFECT	NONE	NONE



2540 U.S. Highway 130, Suite 101, Cranbury, NJ 08512
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736 Springdale Drive, Suite 300, Exton, PA 19341
P: (610) 684-1000 | F: (484) 879-6963

COST PROPOSAL

This is a fixed rate proposal based on the scope of work and project schedule outlined in the RFP response which will be negotiated with the City of Trenton upon contract award to best meet the needs of the City.

Task Description	Cost
Assessment of System and Subscriber Equipment	\$ 14,000
Conceptual Design and Recommendations	\$ 14,000
Procurement Assistance	\$ 21,000
Project Management of System Implementation	\$ 36,000
Estimated Expenses	\$ 750
Project Total	\$ 85,750



COST ASSUMPTIONS AND EXCLUSIONS

1. V-COMM is not providing any hardware, software or installation services as part of this proposal.
2. The price reflected in this proposal does not include any building materials, construction cost, construction or electronic equipment, product or vendor costs associated with the plans or recommendations provided by V-COMM.
3. The price reflected in this proposal does not include any additional cost associated with the delay of this project as a result of vendor delays, union disputes or Homeland Security issues.
4. Costs quoted above include all labor, travel time and expenses.
5. Quoted prices assume the duration of project will not extend beyond six (6) months from the date of notice to proceed from City of Trenton Department of Police and Fire. V-COMM reserves the right to revisit pricing if the project extends beyond 6 months, through no-fault of V-COMM.
6. This proposal is a fixed rate proposal based on the scope of work and project schedule outlined in the RFP response assuming the project is completed within the six month timeframe. If project exceeds six (6) month timeline or June 15, 2020, additional costs will be quoted.
7. This proposal does not include FCC Licensing requirements or services. Licensing requirements will be determined once recommendations are finalized. V-COMM can provide full licensing services as a separate quote.
8. Pricing assumes existing dispatch center is adequate and no dispatch center renovations are required including flooring, electrical, lighting, HVAC, etc. If renovations to the existing dispatch center and associated design services are required, these services will be performed at an additional cost.
9. This proposal does not include structural engineering, power design, site plans, HVAC design or permit drawings in the above pricing. These services can be performed as needed at an additional cost.
10. Cost assumes all existing talk groups and fleet mapping will be transferred one for one. If reconfiguration of talk groups or fleet mapping is required, these services can be performed at an additional cost.
11. Construction management services are not included (e.g. foundation and tower inspections, building deliveries, etc.). These services can be performed as needed at an additional cost.
12. Project schedule assumes prompt review of all V-COMM recommendations, documentation, procurement specifications, etc., within one business week of submittals by V-COMM.
13. This proposal assumes that the City of Trenton will not unreasonably withhold approval of recommended changes, modifications, or additional vendor related infrastructure to facilitate the overall project objectives as defined in the proposal.
14. Any changes in frequencies, Radio Repeater locations, technology or modulation schemes after acceptance of V-COMM report and recommendation will result in a major change and will require a change order to analyze and specify changes, if needed.
15. This proposal does not include tower/structural analyses, additional civil engineering requirements including site plans, MEP, geotechnical exploration, surveying, NEPA or SHPO studies.
16. Additional services requested by the City of Trenton Department of Police and Fire will be quoted separately as additional projects.
17. Specific In-building coverage predictions or testing is excluded and can be performed at an additional cost.
18. Continuous Wave (CW) testing at specific tower locations is excluded and can be performed at an additional cost.



- 19. FAA application for new or existing locations is excluded and can be performed at an additional cost.
- 20. APCO and/or other frequency coordination fees are not included in cost proposal, and are assumed to be paid directly by City of Trenton Department of Police and Fire, unless another arrangement is negotiated between V-COMM and the City of Trenton Department of Police and Fire.
- 21. Structural analyses and tower climbing audits on proposed or existing towers are not included and will be quoted separately.
- 22. This pricing and schedule assumes the City of Trenton will promptly approve recommendations and conceptual system design as proposed by V-COMM. In the event the recommendations and conceptual system design are not approved in a prompt manner, thereby impacting the proposed schedule, V-COMM will work closely with the City to develop a revised schedule and costs to match the new timeframes.
- 23. The proposed schedule is dependent upon the City of Trenton’s ability to promptly fund the procurement of the expanded or new system. If funding or other approvals are delayed and impact this proposed schedule, V-COMM will work closely with the City to develop a revised schedule and costs to match the new timeframes.

INVOICING AND PAYMENT SCHEDULE

Engineering services will be invoiced on a monthly basis or as negotiated with the City of Trenton. Payments shall be due upon receipt of invoice. Any invoices which are paid after thirty (30) days of invoice date will incur a late payment charge of 1 ½ % per month.

All invoices should be mailed to the following address to the attention of the City of Trenton representative named below:

City of Trenton, New Jersey
Department of Police and Fire

Attention: _____

All payments are to be mailed to the following address below:

V-COMM, L.L.C.
2540 US Highway 130, Suite 101
Cranbury, NJ 08512
Attention: Accounts Payable

ADDITIONAL PROJECTS AND CHANGE ORDERS

This quote is specific to the engineering tasks outlined within this Scope of Work (SOW). Additional projects will be quoted separately as individual projects.

Should the City of Trenton direct a change in the Work, the change shall be incorporated into the agreement by a written Change Order approved in advance of such work in writing by the City of Trenton and V-COMM, stating their agreement upon the change or changes in the work and the necessary adjustments.



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PERSONNEL

V-COMM management will perform coordination of personnel. These personnel will be located in either V-COMM's offices throughout the duration of the project. All work will be performed during a normal workweek, Monday through Friday.

STARTING DATE

The V-COMM team is ready to begin this project for the City of Trenton Department of Police and Fire upon execution of an agreement and receipt of a Purchase Order authorizing V-COMM to commence services, along with receipt of all necessary information. This offer and pricing is good for 90 days.



ATTN: Accounts Payable

CHANGE ORDERS

If the City of Trenton requires additional services that outside the agreed upon scope of work, HHW will provide the City with a proposal that outlines the estimated effort and anticipated cost for the requested service. Once approved by the City, HHW will provide the desired service at the agreed upon cost.

PRICE PROPOSAL

HHW will complete all the tasks identified in this proposal, not including any optional phases, for the firm fixed price of \$211,760. HHW will be responsible for costs related to travel, housing, transportation, per diems, etc. Additional services would be performed based on the then current HHW Fee schedule. The 2019 Fee Schedule is below:

Project Task	Task Fees	Completion Date*
Phase 1	\$16,704	No later than the end of December 2019*
Phase 2	\$16,704	No later than the end of February 2020*
Phase 3	\$19,952	No later than the end of April 2020*
Phase 4	\$158,400	No later than 15 June 2020*
Total	\$211,760	

**This assumes that the City of Trenton is able to supply HHW with all of the required information needed to meet these deadlines. This includes but is not limited to providing all site and design parameters, FCC password for FRN 0006844476, identification of transmit/receive sites, access to said sites and timely turnaround of information requests.*

In order to successfully complete all the proposed project requirements HHW will need the full cooperation of the City of Trenton and its representatives. All available information associated with this project will be made to HHW in a timely fashion. HHW assumes no responsibility for delays caused by the City’s selected radio vendor in meeting the requested installation date.

In an effort to assist the City in successfully accomplishing its goals, HHW is willing to work with the City of Trenton with regards to all aspects of the SOW, including but not limited to the fees. We recognize that a mutual understanding of the goals and how they can be achieved is entirely possible in this instance.

HHW GROUP LLC 2019 RATE SCHEDULE – INCLUDING EXPENSES

Titles	Rate/Hr
Support Specialist	\$93.00
Support Specialist I	\$99.00

Support Specialist II	\$119.00
Support Specialist III	\$125.00
Public Safety Specialist I	\$153.00
Public Safety Specialist II	\$166.00
Technical Writer	\$153.00
Communications Specialist	\$180.00
Planner	\$191.00
Technology Specialist I	\$205.00
Technology Specialist II	\$217.00
Sr Technology Specialist	\$230.00
Sr Program Manager	\$276.00
Program Manager	\$250.00
Sr Project Manager	\$238.00
Project Manager	\$211.00
Assistant Project Manager	\$191.00
Consulting Manager	\$276.00
Managing Director	\$289.00

STARTING DATE

HHW is prepared to begin this engagement for the City of Trenton upon execution of this agreement and receipt of a Purchase Order and/or written authorization to commence services. This offer and pricing are good for 60 days.

Agreed to on this 26th day of November 2019

Agreed by:
City of Trenton

Accepted by:
HHW Group LLC

Authorized Signature



Raymond J Hayling II
Managing Director

Printed Name

Title

User Interviews		
Site Surveys		
Assessment Report Completion		
Presentation of Assessment		
Design Development		
Presentation of Design		
Specifications Development		
Finalize Specifications with City		
Specifications Released		
Proposal Evaluation		
Vendor Selected		
Vendor Negotiations		
Vendor Contract Awarded		

Proposed Fee Schedule and Cost Proposal

Below is HHW’s proposed fee schedule and cost proposal for the services described in this proposal. All services and costs herein are given as a firm fixed price contract including all necessary travel expenses. It does not include any costs outside the scope of this proposal including, but not limited to the following: FCC licensing fees, Frequency Coordination Fees, site acquisition fees, backhaul service fees (phone lines, fiber, etc.) electrical or other site work, the cost for the radio vendor equipment and their implementation fees.

HHW STANDARD BILLING

Progress billings will be submitted monthly based upon work performed during that month. Payments are due within 30 days of invoice. Payments not paid within 30 days will be assessed a late fee of 1.5% per month.

All invoices should be mailed to the following representatives:

City of Trenton

225 N Clinton Ave

Trenton, NJ 08609

ATTN: _____

All payments should be mailed to:

HHW Group LLC

5 Lyons Mall, #138

Basking Ridge, NJ 07920