

PROFESSIONAL SERVICES CONTRACT
RFP # 2013-41
RESOLUTION #14-133

THIS CONTRACT, made this 3RD day of **APRIL 2014** by and between the City of Trenton, a municipal corporation of the State of New Jersey, ("City") and **SMP ARCHITECTS, 1600 WALNUT STREET, 2ND FLOOR, PHILADELPHIA, PENNSYLVANIA 19103 ("CONTRACTOR")**.

WHEREAS, the City has need for **Professional Architectural and Engineering Services** for rehabilitation of the William Trent House Museum for the City of Trenton, Department of Recreation, Natural Resources and Culture.

WHEREAS, Contractor agrees to perform **Professional Architectural and Engineering Services** in terms and conditions as set forth hereinafter, and the City being agreeable thereto;

NOW THEREFORE, the parties mutually agree as follows:

1. **PROFESSIONAL SERVICES:** The City agrees to retain **SMP Architects, 1600 Walnut Street, 2nd Floor, Philadelphia, PA 19103** at the request of and under the general supervision of the City of Trenton, Department of Recreation, Natural Resources and Culture.
2. **SCOPE OF SERVICES:** The contractor warrants that the representations made by it regarding its ability and skill level to carry out these services are true. Contractor shall, in a good, professional and workmanlike manner, in conformity with the responsibilities, demands and ethics of their profession, perform all reasonable and necessary services as described as follows:
 - Upgrades to Mechanical Systems
 - Improvements to Exterior Drainage
 - Waterproofing and Other Repairs for the William Trent House Museum Building
 - Waterproofing and Other repairs for the Carriage House Visitor's Center and Offices

3. **DURATION OF THE CONTRACT:** This contract shall remain in full force effective beginning **April 3, 2014 through April 2, 2015.**

4. **COMPENSATION:**
 - (a) All work performed by Contractor according to the attached scope of services shall not exceed \$83,004.00.
 - (b) Contractor shall submit monthly bills complete with appropriate support documentation to justify said billing;
 - (c) In no event during the terms of this Contract, Contractor's billings shall hereunder exceed the amount set forth in **Resolution No. 14-133**, which is incorporated herein by reference. In the event Contractor anticipates exceeding the aforesaid contract amount, the Independent Contractor, shall give prior written notice to the City of Trenton, Department of Recreation, Natural Resources and Culture. Notice shall be given in the billing cycle before the contract amount is expected to be exhausted.

5. **STATUS OF CONTRACTOR:** It is expressly understood by and between the parties hereto that the status of the Contractor retained to carry out the services set forth in this agreement is that of an Independent Contractor. It is further understood by and between the parties that is not intended nor shall it be construed, that the contractor is an agent, employee, or officer of the City of Trenton.

6. **NOTICES:** Any notices required to be delivered to either party pursuant to this Contract shall be in writing to their respective addresses. The parties shall be responsible for notifying each other of any change of address.

7. **INTEGRATION:** RFP2013-41 and this contract constitutes the entire agreement between the parties and any representation that may have been made prior to the execution of this Contract are nonbonding, void, and of no effect and neither party has relied on any such prior representations in entering into this Contract.

8. **ENFORCEABILITY:** If any term or condition of this Contract or its application to any party or circumstances shall be deemed invalid or unenforceable, the remainder of the Contract and its application to other parties and circumstances shall not be affected.

9. **GOVERNING LAW:** This Contract shall be governed by the laws of the State of New Jersey.

10. **MISCELLANEOUS PROVISIONS:**

Contractor, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation, disability or nationality. Contractor will take affirmative action to ensure that such applicants are recruited and employed and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional, gender identity or expression, sexual orientation. Such action shall include, but is not limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;

Contractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation.

Contractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the American with Disabilities Act.

Contractor, where applicable, agrees to attempt to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2, amended and supplemented from time to time.

Contractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

Contractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are take without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality. Contractor will conform these employment goals consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.

Contractor, where applicable, shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations. Contractor shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

Contractor, shall submit along with the signed contract one of the following as evidence of compliance with N.J.A.C. 17-27:

1. Appropriate evidence that the Independent contractor is operating under an existing Federally approved or sanctioned affirmative action program.
2. A certificate of employee information report approval issued in accordance with N.J.A.C. 17:27-4.
3. An initial employee information report (Form AA#302) provided by the Affirmative Action Office and completed by the contractor in accordance with N.J.A.C. 17:27-4

Nancy Crosswell

SMP Architects
1600 Walnut Ave, 2nd Floor
Philadelphia, PA 19103

Seal

Attest:

JSPH

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals
the day and year above written.

ATTEST:

CITY OF TRENTON

Richard M. Kachmar

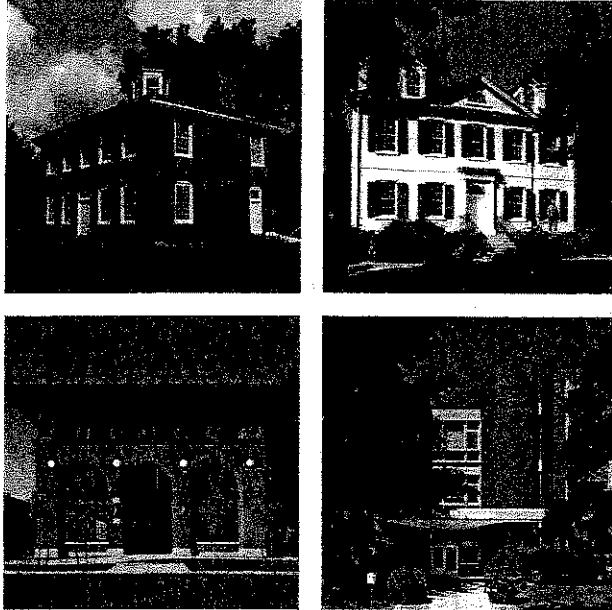
RICHARD M. KACHMAR
CITY CLERK

George P. Muschal

GEORGE P. MUSCHAL
MAYOR

100

SMP ARCHITECTS



RFP2013-41

**The William Trent House Museum
Rehabilitations**

City of Trenton, New Jersey
Department of Recreation, Natural Resources, and Culture
Division of Purchasing

Proposal

October 31, 2013

SMP ARCHITECTS

October 30, 2013

Isabel C. Garcia, Purchasing Agent

City Hall Annex

Division of Purchasing

1st Floor

319 East State Street

Trenton, NJ 08608

RE: RFP2013-41

Professional Architectural and Engineering Services for

The William Trent House Museum Rehabilitations

City of Trenton, New Jersey

Department of Recreation, Natural Resources and Culture

Dear Ms. Garcia:

SMP Architects is pleased to submit our proposal for professional architectural and engineering services for Rehabilitations to the William Trent House. Our firm prepared the original Historical Documentation and Strategic Planning Recommendations for the William Trent House in 1997 and worked closely with two former Directors of the Trent House, Anne Hermann and Rhett Pemoť, to follow through with the phased documentation of these recommendations over a period of ten years as funds became available from the City. It is disappointing to see the current condition of this National Historical Landmark. We hope that the City is again committed to the ongoing preservation of this important property.

Because of our previous work at the Trent House, SMP Architects is intimately familiar with the conditions at the Trent House and its construction and will be able to address these issues efficiently. Assisting us will be several firms with whom we have long working relationships: Gillan & Hartmann, mechanical engineers; Built Form LLC, structural engineers; KS Engineers, civil engineers and landscape architects; Roof Maintenance Systems; Hunter Research, archaeologists, and Becker & Frondorf, cost estimators.

We would greatly value the opportunity to again collaborate with the City of Trenton and the Trent House Association to bring the Trent House back to its pristine condition. I personally will be the Management Contact for the project and the Project Manager. You may reach me at mmm@smparchitects.com.

Respectfully submitted,
SMP Architects, Ltd.



Missy Maxwell, AIA
Principal

SMP ARCHITECTS

The William Trent House Museum Rehabilitations
RFP 2013-41

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Scope of Services

Project Understanding,
Approach and Methodology

Scope of Services

2 Project Understanding, Approach and Methodology

Project Understanding



The William Trent House, Trenton's oldest building, is a significant structure in Trenton and as such is listed on the National and State Registers of Historic Places and has been recognized as a National Historic Landmark. Originally constructed in 1760, it was modified and enlarged in the Victorian era and later restored by the WPA in the 1930's. In 1997, SMP Architects (formerly Susan Maxman & Partners) and our consultant team completed the Historical Documentation and Strategic Planning Recommendations for the William Trent House. Based on this study, a matching grant was obtained from the NJ State Historic Trust. Working with the

two former Directors of the William Trent House, we implemented the work recommendations of the Strategic Planning Study in a series of projects over a period of ten years as funds were committed by City, finishing approximately in 2007. The current condition of the William Trent House reflects a recent lack of commitment by the City to the continual maintenance of the property, resulting in problems with the building envelope, site conditions and the mechanical systems of both the historic Trent House Museum and the Carriage House Visitor Center and Offices. Several areas of concern have been identified in recent assessments.

Mechanical Systems

With the exception of the air handling units in the attic of the William Trent and a remote chiller located in the garden, the HVAC equipment for the both buildings is located in the Carriage House. Supply and condensate return is brought to the Trent House in piping that runs through an underground tunnel. Cooling and heating is distributed in both buildings through a forced air system. The system is currently operating, but without the designed automatic temperature control system. Inadequate annual and five-year service contracts have allowed the control system to fall into disrepair. The lack of humidity control is a key issue for the finishes and furnishings in the Trent House, as well as for the Carriage House exhibit and orientation area. Although it appears that the mechanical system is suitable and functional, a complete evaluation of the system is required.

Exterior Drainage System

The drainage situation around the Trent House is not ideal from a design standpoint. As the Trent House has no gutters and downspouts, rain water runs off the roof into a brick trench drain running around the house that was presumably a part of the WPA restoration. The grade around the house has been raised since the eighteenth century and stone window wells surround the basement windows. The grade around the building is more or less flat and does not slope away from the house. The existing brick trench drain does not seem to be functioning and water is entering the basement at several locations: under window sills, particularly where the tunnel intersects the basement and through the east bulkhead door. Prior to our involvement, the tunnel was waterproofed. The roofs of the tunnel and adjacent underground toilet rooms are only a few inches below grade, and the brick trench drain acts as a surface drain over this area. An underground drainage system begins at the north side of the restrooms and the south side of the tunnel adjacent to the southwest window well. The drainage system was installed during the rehabilitation of the property and perforated piping was installed in a gravel bed with filter fabric wrapped around it. The piping leads to existing storm drains on the east side of the property. Cleanouts should exist at the four corners of the house but only one was visible on our site visit. Judging from the water entering in the basement near the tunnel and under several of the south window wells, the some part of the system is not functioning, and thorough examination and assessment is necessary to determine the causes of the problems.

Water Intrusion at Trent House



There are several areas of concern at the Trent House. A primary one is the roof. In a condition survey of the building prepared by Ray Tschoepe, Mr. Tschoepe identified some key issues such as missing slates, possible lack of hip flashing and an issue with the pole gutters over the north and south entrances, which also correspond to areas where the cornice is pulling away from the building. The brackets under the cornice are also racking on the north and south. The rafters in the attic have been reconfigured, possibly when the WPA restored the building in the 1930's or even before. Mr. Tschoepe noted that several rafters are not attached

to the plates as they should be. He also suggested that the slate may be too heavy for the rafters. Measured drawings prior to the WPA restoration indicate a tin roof while the WPA drawings that it was changed to slate at that time. It may have been wood in the 18th century. Though the slate has been on the roof for some time, the rafter size, supports and attachments should be reassessed as a part of this project as well as change in roof material. The period of interpretation should be considered when evaluating any change in roof material.

In general, the brick pointing seems in fairly good shape. The façade was selectively repointed previously and at the time, it was determined that it would be too damaging to remove all the inappropriate pointing mortar. Water intrusion through the wall is more likely to be found around the windows, foundations and roof. All of the woodwork including the windows, cornice, bulkhead and doors, is in dire need of painting. This needs to be done quickly in order to prevent more serious damage to the wood. The windows should be carefully assessed and damaged putty replaced the interior storms should be removed, the windows painted, caulked and reputtied where necessary. Water that has been entering under the main doors may be solved with a simple sweep.

On the upper two floors of the Trent House, there are some areas of damaged plaster as well as woodwork especially near the roof and on and under the windows. In general, the condition of the interior is good, and most of the visible areas are associated with the windows or near the roof. The worst areas of visible water problems are in the basement where water is leaking through the east bulkhead doors, below some of the window wells and over the tunnel entrance. This is obviously due to the poor repair of the bulkhead and the problems with the drainage system on the exterior.

Mr. Tschoepe also raised a concern about the cracks in the summer beams in the basement, stating that the pegs in the bottoms may have been due to insects. These beams were reinforced with epoxy rods during the previous renovation, and the plugs conceal the rods. The beam should be inspected and monitored.

Water Intrusion at the Carriage House

There are some areas of leakage inside the Carriage House on the second floor, but they do not seem to be as significant as those in the Trent House. Several roof issues were noted in the previous assessment which should be reassessed. The windows and doors are also in need of painting at the Carriage House. As the Carriage House has gutters and downspouts, rain water is controlled and carried to the west side of the building.

Project Approach

The causes and solutions to some of these issues are fairly straightforward, such as repairing and painting windows, doors and damaged plaster. However the causes of other issues have been suggested in the recent studies but must be confirmed by investigation. Our approach to the project will be to perform the investigations and assessments of the key issues, including the roofs and exterior walls of the Trent House and the Carriage House; an assessment of the rafters of the Trent House and the summer beams; an assessment of the drainage system around the Trent House; and an assessment of the mechanical systems. We will then make recommendations for reasonable solutions; prioritize these issues in terms of immediate, intermediate and long term needs much as we did in the Strategic Planning Study, and finally assign costs to each item. In prioritizing these issues, obviously solving water intrusion must take priority. Temporary measures may need to be taken while funds are obtained for long term improvements. Our specific list of tasks is itemized in the following Scope of Services.

Since the budget for the project is limited and the solutions to the problems are unknown at this point, our fee is based on the following conditions and assumptions. Our Schematic Design fee will include all of the investigations, reports, prioritized recommendations and costs associated with these recommendations. Our fee for Design Development, Construction Documents and Bidding is based on documenting a prioritized scope of work that falls within the construction budget stated in the RFP. Our schematic cost estimate will include design fees for documenting work that is beyond the current budget so that can be included in fundraising for the work.

2 Scope of Services

Task Item 1A Schematic Design (60 Days)

The Schematic Design phase will define goals, confirm the scope of work, establish contacts with the Owner and key agencies, understand project constraints and gather all pertinent code, building and site data. Schematic Design will consist of the following tasks:

- **Pre-Design Meeting:** Upon receipt of the Notice to proceed, we will attend a pre-design meeting with representatives of the City and the Trent House Association to discuss the scope of services, project goals, schedule and other management concerns. We will record the decisions of the meeting in a meeting report distributed to all parties, revising as necessary.
- **Preparation of Base Drawings:** SMP Architects will prepare base drawings for use by our consultants in the investigations described below.
- **Pre-Design Investigations:** We will perform the following investigations and assessments:

Site Assessment: KS Engineers, will examine the existing site and drainage conditions and, with the assistance of a contractor, perform one day of CCTV monitoring for the perimeter drainage system, including flushing the pipeline if necessary.

Building Condition Assessment for the Trent House and Carriage House: SMP Architects will examine the exterior envelope of the buildings, identify and evaluate potential points of moisture entry and migration in the walls, roof, foundation, windows, and doors and other wood elements on the exterior. Along with this we will identify air infiltration issues in the buildings. We will prioritize these recommendations.

Roofing Assessment: Roof Maintenance Systems will examine via a high lift, the roofs of both the Trent House and the Carriage House including the slate, flashings, pole and hung gutter in order to determine the source of the roof leaks and recommended work to be done.

Structural Assessment: Michael Paul of BuiltForm LLC will perform an examination and assessment of the structural condition of the roof rafters at the Trent House as well as the condition of the summer beams in the basement. Mr. Paul will propose prioritized recommendations and solutions.

Mechanical Assessment: Gillian & Hartmann, with the assistance of Devine Brothers, mechanical contractors, will examine, test, and assess the mechanical system equipment in both the Trent House and the Carriage House to identify deficiencies in order to determine the most practical solutions to the upgrading the HVAC system. Assuming that the basic equipment is suitable and operational, recommendations may include replacing the central digital automatic control system, valves, sensors, detectors and solid state control. Other fuel and system options will be evaluated based on initial cost, long term costs, and energy efficiency.

- **Prioritized Repair Recommendations:** We will meet with our consultants to review their findings and prepare a consolidated list of recommended solutions to the issues.

Scope of Services

- **Statement of Probable Construction Cost:** Our cost estimator, Becker & Frondorf, will assign cost estimates to the immediate, intermediate and long term items. We will also assign design cost to those items that are recommended but do not fall within the project budget.
- **Schematic Design Recommendations and Report:** We will consolidate our reports, recommendations and cost estimates into a final Schematic Design Report and submit this to the City of Trenton and the Trent House Association for review.
- **Schematic Design Review Meeting:** We will meet the City and the Trent House Association to review the Schematic Design Report.

Deliverables

Meeting Minutes

Schematic Design Report

Schematic Design Cost Estimate

Task Item 1B Design Development (60 Days)

Design Development Drawings: Upon receipt of the Notice to Proceed to the next phase, we will prepare Design Development drawings to define the agreed-on repair solutions that are achievable within the budget stated in the RFP. These may include site plans, floor plans, elevations and details and specifications for the intended repairs. Key tasks in this phase will include:

- **Design Development Drawings:** We will develop site plans, architectural plans, building sections, elevations, and details to illustrate the scope of the repair work. The design team will develop site, structural and mechanical work.
- **Preliminary Technical Specifications and Project Manual:** We will develop technical specification sections describing material and product selections.
- **Preliminary Regulatory Reviews:** We prepare a list of all required permits, licenses reviews and approvals required by the work.
- **Statement of Probable Construction Cost:** We will prepare a cost estimate at a level appropriate to Design Development and provide value engineering if needed to align with the Project Budget.
- **Design Development Review Meeting:** We will meet with the City and the Trent House Association to review the Design Development Drawings and estimate.

Deliverables

Meeting Minutes

Design Development Drawings and Technical Specifications (3 Printed Sets)

Electronic Files

Updated Statement of Probable Construction Cost

Task Item 2 Construction Documents (40 Days)

Upon approval of the Design Development phase and written approval to proceed, the design team will prepare final architectural drawings, technical specifications and contracting requirements for the project. We will provide a 100% complete set of documents to the Owner for review. We will perform the following tasks in this phase:

- **Final Construction Drawings:** We will continue to refine the plans, sections, elevations, schedules adding details of architectural work for the building; civil engineering drawings; structural drawings; MEP drawings and schedules; and alternates as decided by the Owner.
- **Project Manual:** We will prepare a Project Manual consisting of the contract and procurement requirements of the State of New Jersey and the City of Trenton and Technical Specifications in CSI format.
- **Permits and Approvals:** The project manual will contain a list of permits, which will be obtained by the contractor/constructor of the project.
- **Statement of Probable Construction Cost:** We will update the statement of probable construction cost as required prior to bidding.
- **Construction Documents Review Meeting:** We will meet with the City to discuss the Construction Documents package and any comments. We will incorporate those comments into the final Contract Documents.

Deliverables

Meeting Minutes

CD Submissions at 100%

8 printed sets of Final Bid Drawings and Project Manual

Electronic Files

Updated Statement of Probable Construction Cost

Task Item 3 Assistance with Bidding

During the Bidding phase, the Design Team will support the Owner by attending the pre-bid meeting, answering questions and preparing up to one addendum to the bid documents.

Deliverables

Pre-Bid Meeting and Minutes

Addendum

Task Item 4 Construction Phase Support Services (TBD)

We have included an allowance of 80 hours to assist the City in the administration of the construction contract. The price schedule includes one fixed hourly rate for construction phase support services.

Tasks during this phase will include the following:

- **Pre-Construction Meeting:** We will attend the pre-construction meeting to introduce the contractor and subcontractors to the project.
- **Construction Meetings and Site Visits:** We will visit the site at appropriate intervals and will attend construction meetings as established or requested by the City's representative. We will prepare field notes for these meetings.
- **Submittal Review:** We will review submittals provided by the City's representative, including shop drawings, samples, materials submittals and as-built drawings. We will respond to written requests for information and work plans.
- **Applications for Payment and Change Orders:** We will provide assistance to the City's representative in reviewing progress payments and change orders.
- **Construction Sketches:** At the request of the City's representative, we will prepare drawings and specifications as necessary to address new conditions that may be identified during construction.
- **Project Closeout:** We will assist in project closeout tasks, including review of punch lists prepared by the Owner's representative and review of substantial completion.

Deliverables

Field Reports of Site Visits

**CITY OF TRENTON
RFP2013-41 (INCLUDING ADDENDUM 1)
PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES
FOR
THE WILLIAM TRENT HOUSE MUSEUM REHABILITATIONS
TRENTON, NEW JERSEY**

STATEMENT OF WORK FOR ARCHAEOLOGICAL SERVICES

The scope of work envisages improvements to exterior drainage systems to address elevated water levels and localized ponding at the exterior of the William Trent House Museum Building. Permanent cures to the persistent and damaging localized ponding in the exterior areas adjacent to the building may include alterations to the landscape or surface grades; repair or replacement of existing drainage systems; and/ or construction of new drainage systems.

The scope mandates preservation and protection of the historical contents of the National Historic Landmark property.

Archaeological investigations and evaluations at the Trent House were documented in reports in 1995, 2003 and 2007, and an Archaeological Management Plan was also included in the 1997 Documentation and Strategic Planning Study by Susan Maxman Architects.

Archaeological resources relating to prehistory, to the early Colonial Period predating the Trent House, and to the 18th and 19th century construction and development of the House and its landscape are all present at the site.

Most importantly for the current project, the 2003 study concluded that the areas immediately around the house should be included in the High Priority Area for archaeological sensitivity defined in the Maxman study. This was a modification to the conclusion in the 1997 study that areas near the main house "have been most impacted by demolition and utility installations".

The archaeological monitoring program for the perimeter drain installed in 2002 showed that **significant archaeological resources lie very close to the house at a depth of 1.5 feet or more**, and recommended that any ground disturbance in excess of one foot, including tree plantings or other landscaping, should be archaeologically monitored.

Hunter Research will therefore work with the primary consultant on the development and implementation of solutions to the drainage issues around the house as follows:

1. Architectural Design Services. Hunter Research will provide the primary consultant with all relevant information concerning the archaeological resources in the areas around the House that might be affected by design improvements for the drainage, so that archaeological resource issues are fully taken into account in the design process, and measures can be developed to treat any potentially or clearly adverse effects to these resources from the design solutions. This data will be incorporated into the Condition Assessment Reports for the drainage systems, and, if appropriate, to the Water-Tightness study.

2. Construction Documents. Hunter Research will provide input to the construction documents, specifically annotations and details regarding the treatment of archaeological resources during construction activities.

3. Construction Phase Support Services. It is envisaged that a portion of the Archaeological Services Allowance will be assigned to archaeological investigations and monitoring prior to and/or during the construction phase if there are identified and unavoidable adverse effects to archaeological resources in relation to the drainage improvements and, if appropriate, the other tasks under this RFP. These investigations will be undertaken to the Secretary of the Interior's Standards for Archaeology. The Principal Investigator assigned to the project will meet these Standards, and will in addition be a Registered Professional Archaeologist (RPA).

This task will include the completion of a report on the work in a format for submittal to and review by the New Jersey Historic Preservation Office

Ian Burrow, Ph.D., RPA
Vice President
Hunter Research, Inc.

3

Price Schedule

Price Form with Lump Sums

Hourly Rates

PRICE FORM (REVISED)
Professional Architectural Services
For
The William Trent House Museum Rehabilitations
Trenton, New Jersey

An Officer of the Respondent Firm must sign and date this Price Form and return with the proposal.

Description	Unit	Qty.	Unit price (\$)	Total (\$)
Task Item 1A - Architectural Design Services - Schematic Design Phase	LUMP SUM	1	—	# 17,280
Task Item 1A - Investigation Allowance	LUMP SUM	1	—	# 15,196
Task Item 1A - Archaeological Services Allowance (Allowance amount set by the Owner).	LUMP SUM	1	—	\$10,000
Total Hourly Rate for Archaeologist including Consultant markup for coordination and documentation: \$ <u>145.00</u>				
Task Item 1B - Architectural Design Services - Design Development Phase	LUMP SUM	1	—	# 14,400
Task Item 2 - Construction Documents	LUMP SUM	1	—	# 19,248
Task Item 3 - Assistance with Bidding	LUMP SUM	1	—	# 2,880
Task Item 4 - Construction Phase Support Services	HOUR	80	# 125	# 10,000

On the lines below, insert the Total Price for the entire Scope of Services including General Requirements, Task Item 1A & 1B - Architectural Design Services (including Schematic Design Phase & Design Development Phase), Task Item 2 - Construction

Documents, Task Item 3 – Assistance with Bidding, and Task Item 4 - Construction Phase Support Services.

Total Amount in words

\$ ~~#~~ 83,004

Total Amount in numbers

The undersigned proposes to furnish and deliver the above goods/services pursuant to the RFP and made part hereof. The price provided in the Price Form shall include all equipment, materials, supplies, labor, subconsultant's fees, per diem, overhead, insurance, profit, taxes, shipping fees, warranties, submittal preparations, conformance with health and safety protocols, compliance with all regulations and other incidentals required to complete the Work as described in the Scope of Services.

SMP ARCHITECTS

232792771

Company

Federal ID #

1600 WALNUT ST., 2ND FLR, PHILADELPHIA, PA 19103

Address

Missy Maxwell

MISSY MAXWELL

Signature of Authorized Agent

Print Name

PRINCIPAL

10/29/2013

Title

Date

215-985-4410 x312

mmm@smparchitects.com

Telephone Number

E-mail Address

SMP ARCHITECTS

September 13, 2013

Project: City of Trenton NJ

RFP for Professional Architectural Services

Calhoun Street Park Improvement "Phase 2"

2013 HOURLY RATES

SMP Architects

Principal	\$120.00
Project Manager/Architect	\$90.00 - \$120.00
Staff Architect	\$80.00 - \$90.00
Intern Architect	\$55.00 - \$60.00
Administrative	\$60.00

FIXED HOURLY RATES FOR CONSTRUCTION ADMINISTRATION

Construction Administration	\$60.00
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Missy Maxwell, AIA

Principal



September 13, 2013



Gillan and Hartmann, Inc.
Consulting Engineers

"Tradition: Preparation, Planning, Purpose, Perseverance"

Valley Forge, PA 19461-0345
140 Whitaker Avenue, Mont Clare, PA 19453-6036

October 24, 2013

John P. Gillan, P.E.
Thomas L. Tate, P.E.
M. Steven Gillan, P.E.

Jack P. Hartmann, P.E.,
1914-1982

Professional Registrations:

Delaware
Maryland
New Jersey
New York
Pennsylvania
Virginia

Phone:
610-935-0101
215-238-9510
302-654-5959 - DE
609-347-1593 - NJ

Fax:
610-935-7520

Web:
www.gillan-hartmann.com

E-Mail Address:
ghmail@gillan-hartmann.com

Sent Via Email

SMP Architects
1600 Walnut Street, 2nd Floor
Philadelphia, PA 19103

Attn: Missy Maxwell, AIA

Re: William Trent House Museum Rehabilitation
Gillan & Hartmann, Inc. (G&H) Professional Fees
(Mechanical and Electrical Engineering Services)
Hourly Rates, Fixed Hourly Rate for Construction Phase Support Services
G&H No. 2013-321

Dear Ms. Maxwell:

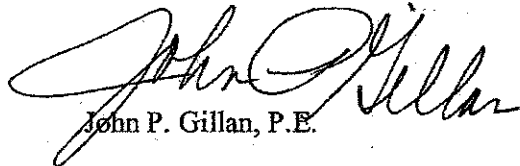
G&H Hourly Rates proposed for this Project are:

- Lead M&E Engineer: \$150.00
- Project Mechanical Engineer: \$139.00
- Project Fire Protection Engineer: \$139.00
- Project Electrical Engineer: \$139.00
- CAD Specialist: \$130.00
- Designer: \$90.00
- Specification Writer: \$119.00

G&H proposes a Fixed Hourly Rate for Construction \$139.00
Phase Support:

Please call with any questions.

Very truly yours,


John P. Gillan, P.E.

JPG/dj



Engineers . Surveyors . Construction Managers

KS Engineers, P.C. 494 Broad Street, 4th Floor, Newark, NJ 07102 . P: 973.623.2999 . F: 973.242.2955 . www.kseng.com

October 28, 2013

Engineering Services for
The William Trent House Museum Rehabilitations Project
Hourly Rate Schedule
Fully Burdened Hourly Rates for Design Services for additional work

	Fully-Burdened Rate
	2013
Senior Project Manager	\$222.25
Engineering Project Manager	\$208.75
Project Engineer/Task Leader	\$152.25
Senior Civil Engineer	\$130.00
Senior Structural Engineer	\$164.00
Civil/Structural Engineer	\$121.50
Project Surveyor / Sr. Survey Tech	\$121.00
Survey Party Chief	\$82.00
Instrument Person	\$68.75
CAD & Engineering Technician	\$75.00
Technical/Admin Support	\$60.00
Staff for Construction Phase Support	\$125.00

Printing, mailing and travel expenses will be invoiced separately.

The above schedule indicates KSE hourly rates in effect until December 31, 2013.

KS ENGINEERS, P.C.

David J. Hassinger, Sr.
Philadelphia Branch Manager

New Jersey . New York . Pennsylvania . Connecticut

MBE / SBE / DBE

Built Form LLC

Rate Schedule

Classification and Typical Services	Hourly Rate
Principal Engineer Analysis and design of unusually complex systems and elements, especially in engineering investigations and forensic engagements.	\$190.00
Engineer VI Overall analysis and design of conventional systems and elements. Planning, oversight, and coordination of construction documents for projects of ordinary size and complexity. Trouble-shooting field review and construction observation. Project meetings involving concept development, design workshops, or construction-phase disputes. Engineering consultation in limited engagements where documents are produced by design-professional client.	\$140.00
Engineer III Application of standard engineering techniques and criteria on ordinary projects of moderate size. Development of construction documents for ordinary projects of moderate size. Routine field review, construction observation, and project meetings for ordinary projects of moderate size.	\$105.00
Technician III Production of CAD drawings and Revit models.	\$60.00

M J PAUL
10.24.13



ROOF MAINTENANCE SYSTEMS
PERSONNEL FEE SCHEDULE

Time and Material Charges for Consulting Services

PERSONNEL

Expert Testimony (Court, Deposition, File Review, etc.)	\$250.00/Hour
Professional Engineer	\$175.50/Hour
Project Manager / Roof Consultant	\$135.00/Hour
Roof Consultant	\$128.00/Hour
CADD Services	\$ 68.00/Hour
Field Survey Technician	\$ 88.00/Hour
Technical Typist / Clerical	\$ 42.00/Hour
Roofing Mechanic	\$100.00/Hour

REIMBURSABLE EXPENSES

1. Transportation for additional services to be reimbursed @ \$0.65 mile. Expenses such as tolls, living allowances, long distance telephone and telegraph, express delivery, reproduction, materials, etc., will be invoiced at cost.
2. The above fees will be used unless otherwise noted. Professional personnel time is based on portal-to-portal time. Overtime for professional services, when approved, will be invoiced at 1.5 times the base rate.
3. If outside consulting services are required, such as Testing Services, Structural, Mechanical, Civil, or Electrical Engineers and / or Hazardous Materials Consultants for asbestos and lead paint testing, etc., services will be invoiced at cost plus 10%.

Manager, Consulting Services

October 25, 2013

HUNTER RESEARCH

Richard W. Hunter
PRESIDENT

Ian C. Burrow
VICE PRESIDENT

**CITY OF TRENTON
RFP2013-41 (INCLUDING ADDENDUM 1)
PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES
FOR
THE WILLIAM TRENT HOUSE MUSEUM REHABILITATIONS
TRENTON, NEW JERSEY**

HOURLY RATE FOR ARCHAEOLOGICAL SERVICES

The hourly rate for archaeological services provided by Hunter Research for the above-referenced project is \$135.00.



Ian C. Burrow
Vice President

4

References and Experience

SMP Architects

Consultants

5

Exceptions to the RFP

SMP ARCHITECTS

October 28, 2013

Exceptions to RFP No. 2013-41

We have assumed a project cost of \$360,000 and a construction cost of approximately 80% that, or \$288,000. We have also assumed a design/documentation phase of 180 days based on the time periods outlined in the RFP. As we stated in the Project Understanding section of the proposal, the budget for the project is limited and the solutions to the problems are unknown at this point. Our fee is therefore based on the following conditions and assumptions.

Task 1A Architectural Schematic Design Services includes meetings, condition assessments and recommendations, prioritized recommendations and costs associated with these recommendations.

Task 1A Investigation Allowance includes the following tasks:

HVAC Condition Investigation and Assessment (2 days): \$7,676

Daily rate for contractor per person: \$1,416.00

Daily rate for mechanical engineer: \$ 2012 (1 day)

CCTV Pipe Investigation (1 day): \$2,400

Hourly rate for CCTV: \$150

Hourly rate for pipe cleaning: \$150

Roofing Investigation and Report: \$5,120

Hourly rate for roof consultant: \$135

Day rate for man lift: \$925


Hourly rate for roofer: \$100

Our fee for Design Development, Construction Documents and Assistance with Bidding is based on documenting a prioritized scope of work that falls within the construction budget stated in the RFP. Our schematic cost estimate will include design fees for documenting work that is beyond the current budget so that can be included in fundraising for the work. Our fee includes basic architectural and engineering services as well as typical reimbursable expenses such as printing, travel, phone and fax.

Please do not hesitate to contact us if we have misunderstood the intention of the RFP regarding professional fees.

Respectfully submitted,

SMP ARCHITECTS



Missy Maxwell, AIA

Principal