



45 KNOLLWOOD ROAD, STE 401, ELMSFORD, NEW YORK 10523

JOSEPH FULLER JR., AIA  
PRESIDENT

JOHN D'ANGELO, ARA, LEED AP  
EXECUTIVE VICE PRESIDENT

NICHOLAS A. D'ANGELO, FARA, CSI  
PRESIDENT EMERITUS

February 14, 2020

Mr. John Carr  
Executive Director, School Facilities Management  
Yonkers Public Schools  
One Larkin Center  
Yonkers, NY 10701

RE: YONKERS PUBLIC SCHOOLS  
ARCHITECTURAL, ENGINEERING AND SECURITY DESIGN SERVICES  
SMART SCHOOLS BOND ACT  
VARIOUS BUILDINGS  
FULLER AND D'ANGELO PROJECT #: 19361.00

Dear John,

We propose to provide architectural, engineering and security design services, as described below, to design and develop various rehabilitation projects to implement security upgrades to the following buildings throughout the district:

- Eugenio Maria de Hostos Microsociety School
- School 10 (VIVE)
- School 14 (Siragusa) & Modular
- School 18
- School 21
- School 22 & Modular
- School 23
- School 26
- School 27
- School 28 (Kahlil Gibran)
- Cross Hill Academy (Emerson Jr.)
- Hawthorne PEARLS
- Roosevelt High School
- Lincoln High School
- Gorton High School
- Yonkers Middle/High School
- Palisades Preparatory Academy (Commerce)
- Paideia School 15
- Cesar E. Chavez Elementary School
- Yonkers Montessori Academy

Since final Architectural and Engineering scope of work is not determined at this point and will be dependent on final equipment and system designs as developed by ITG, we are proposing to provide services in a 2-phase approach, as defined below.

RE: Architectural, Engineering and Security Design Services - Smart School Bond Act

**I. PHASE 1: SECURITY DESIGN AND A/E SCOPE DETERMINATION:**

1. SECURITY DESIGN :
  - a. Design security layout and device placement for new security systems in accordance with YPS standards and as itemized in attached proposal from ITG Larson, Inc., dated 1/27/20, attached.
2. ARCHITECTURAL AND ENGINEERING CONCEPTUAL DESIGN:
  - a. Meet with YPS personnel to review requirements and goals of the project.
  - b. Review any existing or historic plans available of original or existing construction.
  - c. Visually survey buildings with ITG Larson and YPS personnel,
  - d. Review any existing hazardous material testing available and evaluate any potential impacts to the project.
  - e. Develop work scope and make recommendations for repair/replacement of existing systems and components required to implement the project scope developed by YPS IT department and ITG Larson.
  - f. Develop estimate of probable construction costs to complete work recommended.
  - g. Attend any required review or presentation meetings with YPS personnel or representatives.
  - h. Assist YPS personnel in completing required forms and documentation for submittal to NY State Education Department for approval.

**II. PHASE II - PREPARATION OF CONTRACT DOCUMENTS (not included in this proposal)**

1. SCHEMATIC DESIGN:
  - a. Develop conceptual plans
  - b. Review initial conceptual plans with YPS personnel.
  - c. Attend any required review or presentation meetings with YPS personnel or representatives.
  - d. Revise initial documents based on comments received.
  - e. Complete final schematic plan.
  - f. Prepare estimate of probable construction costs for implementation of proposed plan.
2. CONSTRUCTION DOCUMENTS:
  - a. Prepare full and complete Plans and Specifications of construction elements and rehabilitations required to complete work to implement approved work scope.
  - b. Contract documents will be prepared to allow contractors to submit sealed competitive bids.
  - c. Prepare alternate bids, if requested, for possible alternative work to ensure completion within project budget.
  - d. Coordinate technical material specifications with front end specifications provided by the City.
  - e. Attend any required coordination or review meetings with YPS or City personnel.
  - f. Assist YPS in completion of required State Education Department submittal forms.
  - g. Submit drawings and specifications to State Education Department for approval.
  - h. Simultaneously prepare Bid Documents incorporating COY Purchasing Department bidding and contract requirements.

RE: Architectural, Engineering and Security Design Services - Smart School Bond Act

3. BID NEGOTIATION:
  - a. Attend a Pre-Bid Conference with potential bidders.
  - b. Respond to requests for information (RFI's) from potential bidders during the bid period.
  - c. Preparation of bid document addenda prior to bid.
  - d. Assist in evaluating the bid responses.
  
4. CONSTRUCTION ADMINISTRATION
  - a. Pre-Construction:
    - i. Review contractor submittals for materials, guarantees, bonds, insurances and conformance with other specification requirements.
    - ii. Conduct/attend a pre-construction conference with YPS representatives, the Contractor and his subcontractors to review administrative, site access, performance and coordination issues, and technical installation expectations.
  
  - b. Construction:
    - i. Perform work-in-progress inspections and conduct construction progress meetings and prepare meeting minutes.
    - ii. Review and approve payment requisitions from the Contractor.
    - iii. Answer any contractor submitted requests for information, issue any construction plan clarifications and prepare plan modifications as required.
    - iv. Prepare any required change orders or directives.
  
  - c. Close-Out:
    - i. Perform a visual inspection of completed work and issue a Punch List of any incomplete or non-conforming work.
    - ii. Perform a Final Inspection when the Contractor advises that all Punch List work is complete.
    - iii. Review close out documents submitted by the Contractor, e.g., warranties, guarantees, release of lien waivers, as-built documents and the final payment request.

**III. PROPOSAL CONDITIONS**

1. Services will be provided in compliance with current YPS contract.
  
2. The following items are not included in this proposal:  
Hazardous material testing or abatement documents (reimbursable \*)  
Destructive test cuts or probes (reimbursable\*)  
Field material testing or monitoring during construction.

**IV. ARRANGEMENT OF FEE**

1. The above listed work shall be provided for the fees as follows:

Security Design Services:	\$159,672.00
Phase I – A/E Scope Determination:	
\$ 3,000 per Building x 20 buildings	\$ 60,000.00
Estimated Reimbursable Costs	<u>\$ 10,000.00*</u>
Total Phase I Fee:	\$ 229,672.00

RE: Architectural, Engineering and Security Design Services - Smart School Bond Act

Phase II – Preparation of Contract Documents:

To be mutually negotiated and agreed at conclusion of Phase I

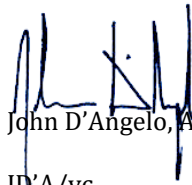
2. Should additional services be authorized, they shall be rendered at the hourly rates included in our current contract, or as mutually agreed.

\* No markup on reimbursables will be added. Original receipts will be provided.

All required printing at various phases in included in above fees.

If you should require any additional information, please do not hesitate to call.

Sincerely,



John D'Angelo, ARA, LEED AP

JD'A/vc

Cc: Minaz David – YPS