

2017 JAN 31 P 1:25

YONKERS PUBLIC SCHOOLS GIBRAN + DEHOSTOS SCHOOLS



PROPOSAL FOR ARCHITECTURAL + ENGINEERING SERVICES



January 31, 2017

Kaeyer, Garment + Davidson Architects, PC

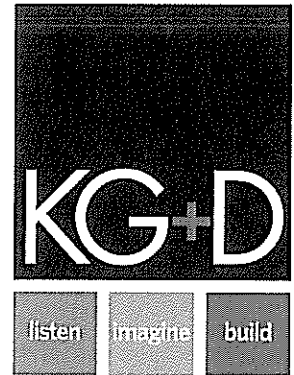
285 Main Street, Mount Kisco, New York 10549

914.666.5900 kgdarchitects.com

January 31, 2017

Yonkers Public Schools
One Larkin Center, Third Floor
Yonkers, NY 10701

Attn: John Carr PE, Executive Director, School Facilities Management
RE: Proposal for Professional Services: Classroom Additions
Kahlil Gibran School 28 + Maria Eugenia DeHostos School



Greetings:

We look forward to the opportunity to work together to efficiently complete these two projects and start a new chapter in our relationship with Yonkers Public Schools that emphasizes clarity of communications and thoroughness of design and construction documentation. We are firmly committed to these goals and are proposing a new project team that I will personally lead along with senior members of our firm Susan Davidson and Calvin Black and experienced licensed architects Laurie Johnsson, AIA and Teresa May, AIA.

We will bring both a fresh perspective and extensive experience with the District's facilities to the Kahlil Gibran School 28 and Maria Eugenia DeHostos School projects. We will build upon our past success together while working toward future goals. With this approach we feel we can again exceed expectations and work collaboratively to plan, design and execute comprehensive upgrades to both the Gibran and DeHostos Schools.

KG+D's in-depth knowledge of the Gibran and DeHostos buildings and building systems will serve as a foundation for the addition and renovation projects and allow our team to work at a greater level of detail and efficiency. We worked with you to identify these opportunities and will follow through on the original intent including working with SED to maximize building aid and grant funding. With over 30 years of experience with the New York State Building Aid procedures I will personally advocate alongside District representatives to get Yonkers all it deserves.

As you know from our relationship with Yonkers Public Schools, the experience and skills our team will draw upon have been developed through proud partnerships with over 27 educational clients. Our team's relevant project experience includes recent classroom additions for Brewster Middle School, Eastchester Middle School, Bronxville Schools and Middletown ECSD High School. Additionally, we have worked with many school districts to plan comprehensive reconfigurations and renovations to create learning spaces that appropriately and effectively serve 21st Century learning and programming. The extent of our experience with K-12 educational facility assessment, planning and design makes our approach well tested and highly effective.

However, in addition to our team's experience, we firmly believe that listening and collaboration is the root of all successful projects. Our project approach is geared to engage administrators, teachers, and community members in meaningful discussions and ultimately build solid solutions based on academic and financial data. Our team will include members who have previously worked with the district, as well as new team members to provide a fresh perspective and to lead efficient projects that are clearly well documented.

Our current understanding of Yonkers Public Schools goals for the Gibran and DeHostos Schools capital projects are outlined below:

Kaeyer, Garment + Davidson Architects, PC

285 Main Street, Mount Kisco, New York 10549
914.666.5900 kgdarchitects.com

Kahlil Gibran School 28

We understand that the project goal includes a new, expandable, twelve classroom addition, demolition of modular classrooms, related building improvement and site work. We understand that the current project budget for the Kahlil Gibran School 28 capital project is approximately \$16 million dollars. We view the development of this concept as a good opportunity to explore the benefits of factory built school additions that can possibly be expanded to serve other projects across the District. As a National leader of Architects I have witnessed first-hand how factory built commercial structures are starting to transform architecture in the 21st century.

At this time we understand that the new addition is to include, but not be limited to the following design:

- Two story, expandable, twelve-classroom addition (factory built construction) of approximately 22,000sf that is connected to the main building.
- In classroom lavatories.
- Elevator
- Common fire alarms + public address system.
- Separate heating and air conditioning plants.
- Site Upgrades

Ancillary infrastructure work in the existing building will include:

- Electrical upgrades to power the installation of air-conditioning in every classroom, the cafeteria and gymnasium.
- Site work to include the demolition and removal of two wood framed modular classrooms.
- Construction for new baseball field.
- Miscellaneous site improvements for ADA accessibility and traffic flow.

Eugenia Maria DeHostos School

We understand that the project goal for the DeHostos School includes the reconfiguration of existing spaces to provide (4) net additional Pre-K, General and Utility Classrooms. We understand the current project budget is \$3 million dollars. This project includes:

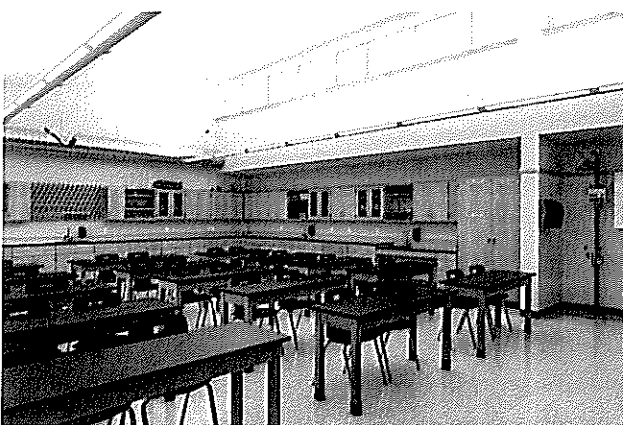
- Repurposing/reconfiguring unused basement levels space, existing classrooms, library and multipurpose rooms.
- Fit out (3) added classrooms in the unused basement level spaces as special use classrooms i.e. Art, Music and Computers etc.
- Reconfigure existing classrooms, library and multipurpose spaces to created added Pre-K classrooms.

The team we have assembled for the Gibran and DeHostos capital projects includes architects and engineers that have worked with the District through the building condition survey and Facilities Plan process, as well as specialty sub-consultants that complement and will function as an extension of the KG+D team. The team also includes new KG+D team members and project managers Laurie Johnson, AIA – Associate and Teresa

May, AIA. Our team will provide a fresh perspective for the Gibran and DeHostos project and lead quick and efficient projects that are clearly well documented project. The proposed project team includes:

- **KG+D Architects, PC**
 - Russell Davidson FAIA, President
 - Susan Davidson, Associate Principal
 - Laurie Johnsson, AIA Associate
 - Teresa May, AIA
 - Calvin Black, PE
- **Damiano Barile Consulting Engineers (MEFP Engineer Consultant)**
 - Laurence Barile, PE LEED AP – Principal
 - Paul Gallagher, PE - Principal
- **Badey & Watson Surveying & Engineering (Surveying)**
 - Stephen Miller, LS – Vice President for Surveying
- **SoilTesting, Inc. (Test Borings)**
 - James DeAngelis – Engineering Geologist/President
- **Watsky Associates (Roofing Consultant)**
 - Tom Olam
- **The Di Salvo Engineering Group (Structural Engineers)**
 - Trevor B. Hill, PE – Associate Principal
- **Nasco Construction Services (Construction Cost Estimator)**
 - Robert Rubenstein, PE – Vice President

Our team’s relevant project experience includes recent classroom additions for both Brewster Middle School and Eastchester Middle School:



Eastchester Union Free School District

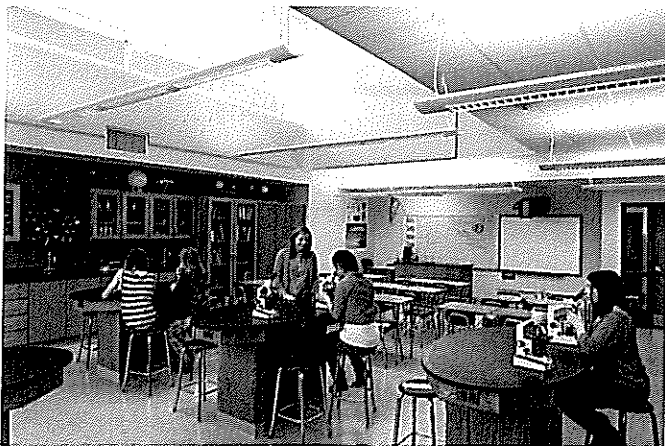
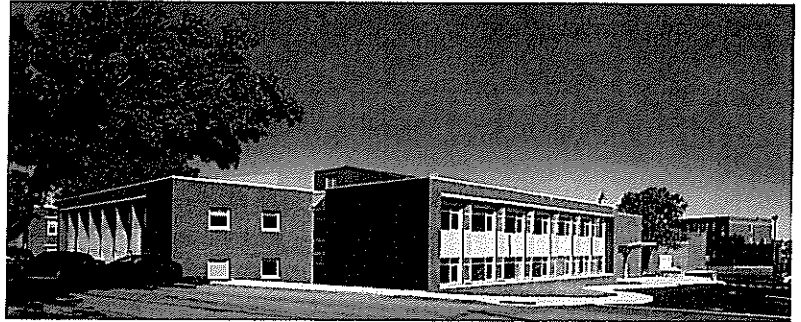
KG+D has worked with Eastchester UFSD through two successful bond referendums. The first bond project involved major additions and renovations to the Eastchester Middle School.

The middle school was a insufficient, outdated and limiting facility for 21st Century Teaching and Learning. The school was too small to meet the communities growing needs and programs were overflowing into the adjoining high school spaces. The project included a large addition to the middle

school encompassing 14 new classrooms, 5 additional bathrooms, space reconfiguration, an elevator, an expanded cafeteria, relocation of the special needs classrooms and energy efficient improvements in heating and lighting.

Our team is currently working with Eastchester UFSD on capital projects for the high school that were part of a successful 2014 bond.

The project involves a cafeteria expansion, 36,500 three-story classroom addition, gymnasium renovation and auditorium upgrades.



Brewster Central School District

KG+D has worked with Brewster CSD through two successful bond referendums. The first bond involved major additions and renovations to the Henry H. Wells Middle School.

The project included a 26,000 SF 3-level brick and block science classroom addition, a new library addition, new stair hall addition and front entrance canopy. Interior alterations to the existing building included the main office, guidance office, general classrooms, corridors, stairwells, halls, window replacements and an entire roof replacement. The second phase of the project consisted of alterations and relocations of the existing Art Rooms, Tech Rooms, Kitchen, Cafeteria, and Auditorium.

Our team is currently working with Brewster CSD on district-wide capital projects that were part of a successful 2014 bond. Including additions and alterations to CV Star Elementary School and Brewster High School. One of the projects for the high school involves the renovation of the high school's current library into an library/innovation lab that will include

small group rooms, presentation and video area, small group learning spaces, large group learning spaces and a collaboration counter. The large group learning space will be flexible and will be able to be broken down into smaller group learning spaces as required. The innovation lab will feature soft seating, "graffiti boards," charging stations, break out areas, working lounges and different types of collaboration spaces.

A summary of the services our team will provide, by phase for the Gibran and DeHostos projects are outlined as follows:

Kick Off + Preliminary Development Investigation + PDI Report

- Kick off meeting with the Yonkers Public Schools to confirm the project scope and establish a firm project schedule. The District will provide all drawings, files, condition surveys, maintenance histories, design reports or other pertinent information as available.
- Conduct interviews with District Administration, Educational and Operational personnel.
- For the Gibran school our consulting testing and surveying teams will conduct subsurface soil investigations suitable for use for footing designs and environmental profile as well as conduct a new property line with corner and POL pinning and topographic survey.
- Traffic counts will also be considered.
- Based on the analysis of the information gathered and reviewed under the Preliminary Development Investigation, we will prepare a schematic design and report suitable for presentation to project stakeholders, neighboring property owners as well as City and BOE officials.
- The report will include, but will not be limited to: conceptual site plans, floor plans, roof plans, elevations, renderings, basic MEP functionality, traffic flow patterns, trash pick-up, utilities, sustainability measures, parking areas, buffering, photos of existing conditions as well as photos of comparable completed projects for comparison.
- The report will also include topography and proper line surveys.
- The report will include a project estimate and schedule with discussions of SEQURA, sustainability measures, SED building aid, Smart Schools Bond Act eligibility, SED approval requirements, means and methods of accelerated construction and any discovered conditions through the Preliminary Development Investigation.
- The report will be presented to the Facilities Committee of the Board of Trustees and other boards or councils as required in order to achieve consensus around the selected design options.

Design Development

- Create detailed construction drawings including floor plans, interior elevations, sections, details, schedules, SED permit applications, specifications and product/materials samples.
- Prepare design development documents consisting of 95% complete plans, specifications and project estimate.
- The design development documents will establish the scope, size and character of the entire project. Documents will include drawings of all disciplines as necessary to depict the entire scope of work including all major programming, design, finish, layout and code compliance drawings.

SED Permitting + Construction Documents

- Creation of comprehensive, detailed drawings and specifications suitable for permitting, bidding and construction.
- Preparation of required New York State Department of Educational Facilities Planning permit application forms.
- Submission of Construction Documents to NYSED for permitting.
- Respond to NYSED comments as necessary to obtain permitting.

Bidding + Negotiations

- Solicit bids, attend a pre-bid conference, respond to questions, and prepare a technical addendum as needed.
- Conduct pre-proposal walkthroughs with interested bidders and respond to bidder requests for information.
- Review the bids, conduct detailed scope reviews with the apparent low bidders and make recommendations for award of the bids.

Construction Administration + Inspection Phase:

We understand that the construction support services phase of this project will be negotiated at the design development stage of the program. The services we normally provide include:

- Typical pre-construction services including review the contractor's technical submittals and schedule of values and conduct a pre-construction conference to review administrative, site access, performance and coordination issues, and technical installation expectations.
- Conduct site visits during the project and prepare a field report for each site visit.
- Perform a "punch list" inspection when the work is complete, and issue a list of incomplete or non-conforming work observed. Then perform a final inspection.
- Review close out documents submitted by the Contractor, e.g., warranties, guarantees, as-built drawings, and the final payment requisition and change orders.

We have provided our fee proposal and hourly rates in the requested format within the attached RFP document. We propose to complete this work for Gibran and DeHostos Schools inclusive of Yonkers Public Schools' estimated additional services and reimbursable expenses for the lump sum fee of **\$824,000**. This is broken down as **\$647,689** for Gibran and **\$176,311** for DeHostos. Our fee also includes credits for both the Gibran and DeHostos preliminary work (as outlined in the attached fee worksheet) that was developed during the conceptual design phase, which helped to establish the scope of work for these projects.

Our proposal is for all of the basic services described in this proposal. Printing expenses for the specified deliverables are included in the fee for each project phase as instructed in the RFP. Additional reimbursable expenses will be limited to the cost of printing for additional sets requested by Yonkers Public Schools over

and above what is stated in the RFP, and the cost of express mail services if needed. There will be no reimbursable charges for telephones, use of computer use, or travel to and from the project sites or meetings.

KG+D and our consulting teams appreciate your continued trust in our firms and we look forward to seeing this project successfully completed. As always, please feel free to call if you have any questions regarding this proposal.

Sincerely:

KG+D ARCHITECTS, PC



Russell A. Davidson, FAIA - President

1/31/2017

Yonkers Public Schools
Gibran & DeHostos Fee Worksheet

	% of total fee	Gibran	DeHostos
Construction Budget - median between low and high range		\$ 12,250,000	\$ 2,300,000
Total Fee Percentage		6.5%	7.6%
Total Fee Amount	100%	\$ 796,250	\$ 174,800
Schematic Design and Pre-Design Investigation (PDI)	15%	\$ 119,438	\$ 26,220
Full Credit for Initial Conceptual Work		\$ (5,672)	\$ (1,293)
SD & PDI Net Fee		\$ 113,766	\$ 24,927
Design Development	25%	\$ 199,063	\$ 43,700
Construction Drawings and SED Submittals	30%	\$ 238,875	\$ 52,440
Bidding and Negotiations	3%	\$ 23,886	\$ 5,244
Test Borings - Soiltesting		\$ 5,300	
Survey - Badey & Watson		\$ 16,800	
Reimbursable allowance (as per YPS)		\$ 50,000	\$ 50,000
		\$ 647,689	\$ 176,311
		GRAND TOTAL	\$ 824,000
Construction Administration	27%	\$ 214,988	\$ 47,196

Phone
(203) 262-9328

Telefax
(203) 264-3414



WHITE PLAINS, N.Y.
(914) 946-4850

SOILTESTING, INC.

90 DONOVAN ROAD - OXFORD, CONN. 06478-1028

**GEOTECHNICAL / ENVIRONMENTAL SUBSURFACE INVESTIGATIONS - Test Borings - Core Drilling
Monitoring Wells - Recovery Wells - Direct Push/Probe Sampling
UNDERPINNING - HELICAL PILES - SOIL NAILS**

January 26, 2017

KG&D Architects & Engineers
285 Main Street
Mount Kisco, NY 10549
914-666-5900

Attn: Russell Davidson

Re: Kahlil Gibran School
Yonkers, NY

Dear Mr. Davidson,

We herein submit our proposal to conduct subsurface investigations for the above referenced project site.
Our proposal is as follows:

Estimated Quantities:

Lump Sum	Mobilization: Truck-Mounted Equipment		\$	700.00
Lump Sum	Boring Layout including Meeting with Site Facilities Manager and Dig Safe One Call			500.00
	Private Utility Locating Contractor (if required) @	Cost + 20%		
1 day	Truck-Mounted Equipment & Crew	@	\$1,880.00 / day	1,880.00
	Over Time	@	\$275.00 / hour	
32 units	2" Split Spoon samples, including sample jars	@	\$1.50 / each	48.00
	NX (2 1/2") Rock Core in Bedrock or Boulder	@	\$30.00 / lf	
20 lf	1" SCH 40 PVC Observation Well	@	\$8.00 / lf	160.00
1 unit	Observation Well Curb Box	@	\$85.00 / each	85.00
1 visit	Delayed Ground Water Level Reading	@	\$285.00 / each	285.00
Lump Sum	Geotechnical Report & Recommendations			1,600.00

Estimated Total \$ 5,258.00

This project is anticipated to include four [4] borings to depths of 25' or refusal including continuous split spoon sampling between 0 - 12'.

Any required permits not listed above will be billed at cost + 20%.

The above outlined costs have assumed that this project/work is not subject to prevailing wage rates(*).

Tuesday, January 31, 2017 at 11:22:01 AM Eastern Standard Time

Subject: Re: Survey proposal for School 28 Gibran

Date: Friday, January 27, 2017 at 9:19:02 AM Eastern Standard Time

From: Steve Miller

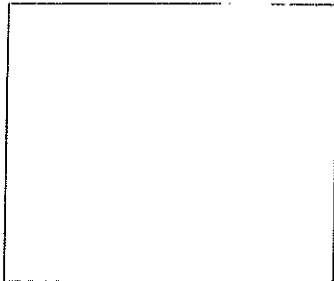
To: Russell A. Davidson, Ashley Higgins

Hi Russ

Our fee to prepare a boundary survey and detail topographic survey for the Gibran school is \$16,800. The timing would be 3-4 weeks from authorization. This assumes the standard level of detail you usually request. Let me know if you need a formal proposal.

Steve

Stephen R. Miller, L.S.
BADEY & WATSON Surveying & Engineering, P.C.
3063 Route 9
Cold Spring, NY 10516
845-265-9217 x 23 (v)
845-265-4428 (f)



Please visit our website. It contains links to math games for kids. More importantly, you can learn about our laser scanner. You can view a short movie explaining its capabilities and use a simulator created from an actual project. Click here: <http://www.Badey-Watson.com>

On Thu, Jan 26, 2017 at 11:27 AM, Steve Miller <smiller@badey-watson.com> wrote:

Russ

I will take a look and get back to you as a soon as I can.

Steve



**YONKERS
PUBLIC SCHOOLS**



**CITY OF YONKERS / YONKERS PUBLIC SCHOOLS
SCHOOL FACILITIES MANAGEMENT**

One Larkin Center – 3rd floor
Yonkers, NY 10701
Phone: 914.376.8008

**Request for Proposal 420-17-01
For Professional Design Services
for
Classroom Additions to
Kahlil Gibran School 28
and the
Maria Eugenia DeHostos School**

For Issue on January 4, 2016
Response Due Date: January 31, 2017 at 3:00 pm

1.00 INTRODUCTION

This is to garner proposals for Architectural and/or Engineering (A/E) design services for two capital improvement projects the funding for which shall be a blending of Smart Schools Bond Act and general obligation bonds.

Preliminary discussions between the Board of Education and KG&D Architects have been captured in a presentation made at the November 7 meeting of the Facilities Committee which forms the basis of the anticipated designs so far. This presentation is made part of this RFP. The project scope for each school is presented below:

1.01 Kahlil Gibran School 28 (Gibran):

Expandable, twelve classroom addition (modular construction), demolition of modular classrooms, related building improvement and site work. Current project budget is roughly \$16 million. At this time, it is proposed that the new addition is to include but not be limited to the following design: two story (modular construction) building of approximately 22,000 s.f. of floor space, connected to the main building, elevator, in class lavatories, common fire alarms & public address systems, separate heating and air-conditioning plants, and site upgrades.

Ancillary (infrastructure) work in the existing building will include electrical upgrades to power the installation of air-conditioning in every classroom, the cafeteria and the gymnasium. Site work to include the demolition and removal of the two wood framed modular classrooms, construction for a

new (little league) baseball field and miscellaneous site improvements for ADA accessibility and traffic flow.

1.02 Eugenia Maria DeHostos School (DeHostos):

Reconfiguration of existing spaces to provide 4 (net) additional Pre-K, General and Utility Classrooms. This includes repurposing/reconfiguring unused basement level space, existing classrooms, library and multipurpose rooms. Current project cost is estimated to be roughly \$3 million. This is to fit out 3 added classrooms in the unused basement level spaces as special use classrooms (Art, Music, Computers, etc.) and the reconfiguration of other spaces to create added Pre-K classrooms to meet funding eligibility under the Smart Schools Bond Act.

2.01 ISSUING OFFICE AND RESPONSE SUBMITTALS:

All response submittals and written requests for clarification are to be e-mailed to:

John P. Carr, P.E., Executive Director
School Facilities Management Department
Yonkers Public Schools, One Larkin Center
Yonkers, New York 10701
914-376-8008 (Phone) 914-376-8621 (Fax),
jcarr@yonkerspublicschools.org (e-mail)

This RFP will be the basis, in part or in whole, of an Agreement between the successful proposer and the YPS for the work described at the rates and schedule proposed herein and/or as amended by negotiation.

2.02 RFP/CONTRACT AWARD TIMETABLE (ANTICIPATED)*

Issuance Date: January 4, 2017
Pre-Response Conference: None. Please e-mail any questions to John Carr
Questions cut-off date: JANUARY 25, 2017
Response Due Date: JANUARY 31, 2017
Interviews: optional - to be determined
Final Selection: FEBRUARY 2017
BOE Approval: Contract Start MARCH 2017

*The above dates are for informational purposes and may be altered to suit the District’s needs.

3.00 THE CONSULTANT'S RESPONSIBILITIES

KG+D Architects, PC

Architect or Engineer

(printed name of proposer)

hereinafter referred to as the “Consultant”, shall perform services consisting of any one or all of the phases described below and include the normal architectural, structural, civil, mechanical, electrical engineering and environmental services as deemed necessary to insure that all scope requirements are fulfilled, whether specifically described or not.

3.01 PRELIMINARY DEVELOPMENT INVESTIGATION (PDI)

Under this phase of the project, the consultant shall be required to collect, analyze and assess data from disparate sources including field survey work to create and deliver a detailed report describing the most advantageous design for the two schools listed above.

Documents to be consulted shall include but not be limited to: District plans, surveys, past & proposed capital projects, staffing & school use reports, enrollment projections, building & district-wide capacity analysis, building condition surveys, AHERA documents, long range facilities plans, the Rebuild Yonkers Plan, etc.,

The consultant shall conduct as many interviews (and produce minutes of these interviews) with as many District Administrative, Educational and Operational personnel as need to fully complete this task.

For the Gibran School, only, the consultant shall conduct subsurface soil investigations suitable for use for footing designs and environmental profile. The consultant shall also conduct a new property line with corner and POL pinning and topographic survey from a NYS licensed professional land surveyor as further described herein. The need for traffic counts should be considered as well.

3.02 PDI DESIGN & REPORT

Based on the analysis of the information and directions received under the PDI, the consultant shall prepare a schematic design & report with the intent to anticipate and answer any questions normally expected from the both the district wide and the school focused stakeholders, neighboring property owners as well as City and BOE officials.

The design shall include but not be limited to: basic site, floor & roof plans, elevations, renderings, basic MEP functionality, traffic flow patterns, trash pick-up, utilities, sustainability measures, parking areas, buffering, photos of existing conditions as well as photos of comparable completed projects for comparison. Topo and property line survey shall be included for the Gibran design.

The design report shall include an engineer's estimate and realistic project schedule with in-depth discussions of SEQRA, sustainability measures, SED building aid, Smart Schools Bond Act eligibility, a listing of the SED Office of Facilities Planning requirements for approval of this project with commentary on the timeline and likelihood of approval, means and methods to accelerate construction (such as modular construction) and the disposition of any discovered conditions from the PDI.

The findings in this report and the schematic design shall be presented to the Facilities Committee of the Board of Trustees and other boards or councils as required for achieving consensus for the design.

3.03 DESIGN DEVELOPMENT

Based on the discussion at the Kick-off Meeting, the Consultant shall prepare Design Development Documents consisting of 95% complete plans, specifications and estimate. These shall establish the scope, and the size and character of the entire Project as to architectural, structural, civil, environmental (hazardous materials) mechanical and electrical systems/materials and such other elements as may be appropriate.

The plans will have a standard YPS cover sheet. The specifications will consist of general conditions and boiler plate bid sheets supplied to the Consultant by the YPS. ***The Consultant is required to read, understand and comment on the efficacy of these documents.*** NO changes are permitted without written agreement from the YPS.

The Consultant shall also be responsible for addressing Alternate Designs and Cost Estimates where the anticipated or requested design project costs exceed the YPS project budgets or where the Consultant can illustrate a more efficient design.

3.04 SED PERMIT AND CONSTRUCTION DOCUMENTS

Based on the approved Design Development documents the Consultant shall prepare and submit a building permit application package to the SED. Comments from the SED shall be transmitted to the YPS, incorporated into a revised building permit application as required and resubmitted to the SED for approval.

3.05 BIDDING AND NEGOTIATION upon issuance of the SED Building Permit and YPS acceptance of the FPS&E, the Consultant shall provide the following services to the YPS:

1. Bid documents in an electronic form approved by the City of Yonkers Purchasing Department for posting on web-based public bidding forums.
2. Assist in writing Bid Ads. Assist in obtaining interested and qualified bidders.
3. Attend Pre-Bid Conference.
4. Be responsible for receiving, answering and recordkeeping of contractor Request for Information (RFI's). Upon completion of project the Consultant shall submit to the YPS an RFI log in chronological order.
5. Be responsible for addressing Addendums to cover responses to RFI's, where design issues were overlooked and are considered to be part of the scope of work. The Consultant shall also be responsible for issuing Addendums for changes in scope of work requested by YPS.
6. Perform an analysis of the low bid to determine if the bid is within an acceptable range and perform reference checks and issue written recommendations for award to the YPS.

3.06 CONSTRUCTION SUPPORT SERVICES

This task/scope etc will be negotiated at the design development stage of the program.

4.00 DELIVERABLES

All deliverables are to be transmitted in hardcopy and electronically, via CDROM or other acceptable form, ***in the programs with which they were created.*** The report shall become the property of the YPS. Harmless documentation shall be furnished upon request. ***(The cost for this and all required printing listed below is to be included in Consultants Lump Sum Fee for each phase.)***

5.00 BACKGROUND DATA

The following materials are available for viewing during the proposal phase and will be presented to

the Consultant at the Kick-off meeting:

- 2015 Building Condition Survey including architectural/MEP/structural evaluations
- 2016 AHERA Asbestos Reports
- Electronic (scanned) plans of the building
- Basic floor plans on AutoCAD
- Topographic site plan AutoCAD
- 2015 Draft Educational Facilities Plan
- Current 5 year capital plan
- Rebuild Yonkers Plan

6.00 PROJECT MILESTONE DATES

The initial draft PDI Report is to be presented within 3 months of the receipt by the Consultant of a Notice to Proceed issued by YPS Facilities

7.00 MEETINGS

The consultant is required to record the minutes and sign in sheets of all meeting at which they are attending and distribute the same to all those in attendance.

8.00 PROJECT KICK-OFF

The Consultant and SFMD shall review the above Project Milestones Dates and the times proposed for each task to set a firm project schedule. The Scope of Work shall be reviewed and set for inclusion in the Schematic Design. YPS will provide the Consultant with any and all drawings, files, condition surveys, maintenance histories, design reports or other pertinent information available. Pre-meeting site inspections by the Consultant are required and can be arranged through the SFMD.

9.00 – FEE PROPOSAL

The proposed compensation shall be the Total Project, Lump Sum as tabulated below:).

PROPOSED PROGRESS SCHEDULE AND LUMP SUM FEES			
	DURATION	FEE	FEE
	(Weeks)	GIBRAN	DEHOSTOS
PDI DESIGN & REPORT	12 weeks	\$119,438	\$26,220
DESIGN DEVELOPMENT	12 weeks	\$199,063	\$43,700
CONSTRUCTION DOCUMENTS	12 weeks	\$238,875	\$53,440
BIDDING AND NEGOTIATIONS	5 weeks	\$23,886	\$5,244
CONSTRUCTION SERVICES	NA	NA	NA
SOIL BORINGS PROGRAM	4 weeks	\$5,300	NA
TOPO AND LINE SURVEY	4 weeks	\$16,800	NA

MISC ADDED REIMBURSABLE EXPENSES		\$50,000.00	\$50,000.00
TOTALS		\$647,689	\$176,311

TOTAL SUM OF THIS PROPOSAL \$824,000

KG+D Architects, PC Architect or Engineer
(printed name of proposer)

- A. The YPS has the right to negotiate with one or more Proposers, or to reject any or all Proposers as it may determine in its sole and absolute discretion.
- B. The YPS reserves the right to request the submission of Best and Final Offers from those Proposers who, after the conclusion of such negotiations, are still under consideration for award. **A Proposer shall not have any rights against the YPS arising from an invitation to enter negotiations or to submit a Best and Final Offer.**

9.01 CONTRACT TERM

The term of the agreement is determined by the actual construction of the project. For informational purposes, this it is anticipated to be from August 2008 to December 2009.

9.02 COMPENSATION FOR ADDITIONAL SERVICES

For additional services of the Consultant, beyond the scope of work described herein, the Consultant shall be compensated per a negotiated lump sum or by a time and material basis as per the discretion of the YPS. See 5.04 Hourly Payment Rates for Various Titles.

9.03 HOURLY PAYMENT RATES FOR VARIOUS TITLES

The Consultant will be compensated for time and material work beyond the original scope of work at the rates proposed by the Consultant for each of the titles listed below:

Category	Ave. Direct Hourly Rate	Inc. Direct Personnel Multiplier _____	Ave. Hourly Rate Charged (inc. O&P)
Sr. Principal	\$ _____	\$ _____	\$ <u>225</u>
Principal	\$ _____	\$ _____	\$ <u>170</u>
Associate	\$ _____	\$ _____	\$ <u>150</u>
Project Manager	\$ _____	\$ _____	\$ <u>150</u>
Project Pro. A/E	\$ _____	\$ _____	\$ <u>150</u>
Architect (RA)	\$ _____	\$ _____	\$ <u>150</u>

Engineer (PE)	\$ _____	\$ _____	\$ <u>175</u>
Architect	\$ _____	\$ _____	\$ <u>150</u>
Engineer	\$ _____	\$ _____	\$ <u>165</u>
A/E Technicians	\$ _____	\$ _____	\$ <u>100</u>
CAD Operations	\$ _____	\$ _____	\$ <u>100</u>
Sr. Cost Estimator	\$ _____	\$ _____	\$ <u>195</u>
Clerical Support	\$ _____	\$ _____	\$ <u>80</u>

All employees proposed for work under this contract must be labeled with one of the above titles in the proposal under 3.01 B.

9.04 REIMBURSABLES

Unless indicated otherwise, all extraneous expense, such as additional printing or increase in deliverables beyond that listed elsewhere, incurred by the Consultant that are directly and solely required to complete the work in this proposal will be reimbursed by the YPS at direct costs. **No mark up will be permitted.** Original receipts are required to receive reimbursement. Travel, lodging and meals will not be compensated **without prior written authorization** to do so by the YPS. The proposer is required to quantify their anticipated expenses in Table 5.01, above.

Reimbursables will be paid out of funds set aside solely for that purpose. These funds are to be used at the discretion of the YPS and are not to be considered part of the contract total.

10.00 PAYMENTS

Unless indicated otherwise, payments for services shall be billed and payable on a monthly basis. All requests for payment (requisitions) **must include the following:**

1. Cover letter on the Consultant’s letterhead with original signature requesting payment. This letter must indicate:
 - a) YPS Contract No.
 - b) The Project Numbers being billed
 - c) Original contract amount
 - d) Contract amendments (if any) and revised contract amount
 - e)
 - f) Requisition No.
 - g) The period of time covered by this requisition
 - h) Invoice Numbers covered by this requisition
 - i) Lists of attachments
 - j) Summary of amount due for this requisition and amount left in contract.
2. Original back-up receipts for reimbursables.
3. Invoice(s) showing amount(s) due for each project.
4. Time sheets signed by the employee being charged to the project counter-signed by his or her supervisor.
5. Original receipts for all items being billed as reimbursables.

