



TOWNSHIP OF WEST ORANGE

25 LAKESIDE AVENUE, WEST ORANGE, N.J. 07052

DEPARTMENT OF PUBLIC WORKS

ROBERT D. PARISI

Mayor

Tel: (973) 325-4160

Fax: (973) 669-9588

Email: llepore@westorange.org

LEONARD R. LEPORE

Director/Municipal Engineer

May 3, 2018

Gary Musciano, RA
Herbst-Musciano LLC
611 Main Street
Boonton, New Jersey 07005

RE: **REQUEST FOR PROPOSALS**
ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING
DESIGN SERVICES
WEST ORANGE PUBLIC LIBRARY

Dear Mr. Musciano:

The Township of West Orange requests proposals from professional firms capable of providing architectural, mechanical, electrical and plumbing design services for improvements to the West Orange Public Library, 46 Mt. Pleasant Avenue. Attached please find an outline of the required minimum improvements at the Library. Your proposal shall include professional services to prepare design plans, specifications and bid documents; construction cost estimates; bidding period services including bid analysis, construction inspection and contract management and administration. The latter will include approval of shop drawings and equipment details, payment review and payment approval. It also includes periodic inspections and attendance at project meetings.

The improvements were developed from a facility needs assessment of the Library performed in October 2015 by the architectural firm of Arcari & Iovino Architects PC, Little Ferry, New Jersey 07643. A copy of the report is attached.

The renovation for design, specifications and bid documents and construction phase services shall be in three separate packages: 1. For the roof and other exterior improvements, 2. The new roof top HVAC system and 3. All other described improvements.

A report is being prepared by Garden State Environmental of Glen Rock, New Jersey which will identify asbestos containing materials in the Library. It will also provide information on the impact of the renovations on these materials and how the presence of asbestos containing materials should be addressed during renovations. When completed, you will be provided a copy of the report.

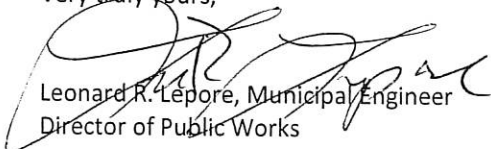
The Proposal is due by 3:30 P.M. Friday, June 1, 2018, and it shall be submitted to Leonard R. Lepore, P.E., Municipal Engineer, Director of Public Works, 25 Lakeside Avenue, West Orange, New Jersey 07052. The fee for both the design and bid phase, including construction cost estimates and the construction inspection management and administration phase shall be a not to exceed lump sum price. The former shall also include 20 sets of plans specifications and bid documents for each bid package. The deadline will be extended if the report of Garden State Environmental cannot be provided to you at least one week before the proposal due date.

AN EQUAL OPPORTUNITY EMPLOYER

www.westorange.org

To arrange to inspect the Library please contact Assistant Director Nick Salese at nsalese@westorange.org or on his cell (973) 725-7456.

Very truly yours,



Leonard R. Lepore, Municipal Engineer
Director of Public Works

LRL/tp
enc.

cc: John Gross
Nick Salese
Lou Reynolds
David Cubie

file: request for proposal west orange library