



March 17, 2023

Mr. Louis Reynolds, CPWM/Supervisor
Township of West Orange
66 Main Street
West Orange, NJ 07052

RE: PROPOSAL 23-055

Engineering Services – Facilities Condition Assessment
Various Locations
West Orange, New Jersey

Dear Mr. Reynolds:

Thank you for the opportunity to offer our professional engineering services in connection with the condition assessment of multiple facilities throughout West Orange. Having performed numerous condition assessments throughout West Orange and the surrounding area, we are familiar with the engineering expertise you are looking for.

We understand the Township of West Orange would like comprehensive visual inspections performed at various facilities to establish their current condition and document deficiencies. During our inspections, we shall interview key personnel with intimate knowledge of the facilities and review existing building documents that may be available. Following our inspection, we shall prepare a report that establishes an overall condition and includes recommendations & cost estimates for the design & implementation of repairs. The items inspected shall include:

- Exterior Systems
Foundation, roofs, walls, window systems, exterior doors, civil/structural components, sidewalks, parking lots, driveways, outside lighting, water lines, gathering areas, vegetation, and architectural components.
- Interior Systems
Walls, doors, flooring, ceiling, hardware, architectural components, fire escapes, HVAC, electrical components, plumbing, fire protection, and elevators.
Project #1 - 60 Main Street

We propose to provide an investigation, evaluation, and recommendations at each facility listed in our Scope of Services. Our team will include civil/structural engineers, architects, an MEP engineer, and an elevator consultant. Petry Engineering, LLC shall provide a letter report presenting our observations along with recommendations for addressing noted issues.

155 Passaic Avenue, Suite 350, Fairfield, New Jersey 07004
973-227-7004 963-227-7074 (fax)
www.petryengineering.com

We anticipate that the reports prepared by the MEP and elevator consultant shall be incorporated into ours to create one comprehensive document at the time of submittal.

Our services have been separated into five distinct "Projects" that are listed in your initial request.

Please note, our investigation & subsequent report does not include the design of necessary repairs to each facility. It will only assess the existing condition and make recommendations to address the issues. If repairs are necessary, we can prepare a separate proposal for that design effort.

Should the above summary meet your approval, we propose to provide professional engineering services for the design work as follows:

SCOPE OF SERVICES

Facility Condition Assessment & Report (each location)

1. Perform a review of available plans and record documents to be provided by you.
2. Perform a visual inspection of the exterior and interior systems to establish visible flaws or deterioration. This includes civil/structural, MEP, and elevator inspections by our team, along with taking photos and measurements as necessary to document and evaluate the noted issues.

(Please note: Estimate energy consumption and efficiency upgrades are for lighting and mechanical equipment only. Detailed calculations or modeling are excluded.)

3. Conduct interviews of key personnel at each facility to obtain pertinent information regarding the condition of the various facility systems.
4. Review our initial findings with the Township's administration to discuss items discovered.
5. Provide draft reports to the Township for their comment.
6. Incorporate comments from the Township into our reports.
7. Prepare budgets for the recommended repairs of issues noted.
8. Prepare a comprehensive report outlining the facility's condition and recommended repairs. The report shall include photos and sketches as necessary to convey the required information.

REMUNERATION

We have established Lump Sum Fees for the services outlined above at the various project locations. Separate Price Proposals for each project are also attached. Our fees are as follows:

Facility Condition Assessment & Report

Project #1 – 60 Main Street	Lump Sum	\$ 25,850.00
Project #2 – 92 Washington Street & 549 Valley Road	Lump Sum	\$ 25,890.00
Project #3 – 60 ½ Cheery Street (Rec. Offices & Pool House)	Lump Sum	\$ 24,340.00
Project #4 – 650 Pleasant Valley Way & 551 Valley Road	Lump Sum	\$ 25,600.00
Project #10 – Pump Stations (PS)		
Cherry Lane PS	Lump Sum	\$ 8,600.00
Dogwood PS	Lump Sum	\$ 8,600.00
Grande PS	Lump Sum	\$ 8,600.00
Haggerty PS	Lump Sum	\$ 8,600.00
King PS	Lump Sum	\$ 8,600.00
Northfield PS	Lump Sum	\$ 8,600.00
Short Hills PS	Lump Sum	\$ 8,600.00
Vitro PS	Lump Sum	\$ 8,600.00

We will invoice you at the time of submittal of the documents to you. Payment is due in full within thirty days of invoice date. Past due invoices are subject to 1 1/2% interest per month and any and all collection fees including reasonable attorney fees. We reserve the right to stop work and freeze all records relating to any project with a past due balance.

Any additional meetings, site visits, or structural design tasks required shall be provided on an hourly basis in accordance with our 2023 rates for West Orange. We have included a separate rate for our MEP consultant with no mark up:

Principal (PE)	\$200.00
Senior Engineer (PE)	\$165.00
CADD Engineer	\$155.00
MEP Consultant	\$250.00

155 Passaic Avenue, Suite 350, Fairfield, New Jersey 07004
973-227-7004 963-227-7074 (fax)
www.pettryengineering.com

We trust that we have provided sufficient information for your review. Should you have any questions, please feel free to call.

Very truly yours,

PETRY ENGINEERING, LLC

Christopher J. Daly

Christopher J. Daly, PE

J. Michael Petry

J. Michael Petry, PE, PP, AIA

23-055 – Facility Condition Assessment – West Orange

APPENDIX 1 - PRICE PROPOSALS

Instructions

Proposer must complete this section in its entirety for each of the projects identified in Appendix 2 and may supplement this section with additional pages as to provide the Township with a more detailed breakdown, backup and/or options of the related cost associated with the services being solicited in this solicitation.

The Total Cost for the solution provided must be a turnkey cost inclusive of all aspects noted in Section 2 – Scope of Services.

Provide a Total Cost (to include all expenses) for the proposed solution. The Total proposed cost will be a firm not-to-exceed cost. There will be no reimbursable permitted. Include in the above pricing, all expenses associated with performing the facilities condition analysis including, travel, meals, lodging, printing, etc.

Total Proposed Cost: \$ 25,850.00

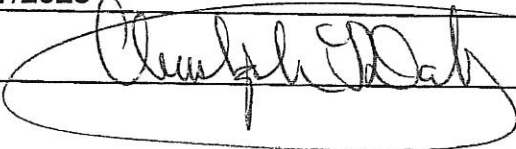
**Project # & Description Project #1 - 60 Main Street,
aka Police Department**

Price Proposal Signature

Name: **Christopher J. Daly**

Title: **Member**

Date: **03/17/2023**

Signature: 

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Total Proposed Cost: \$ 25,890.00

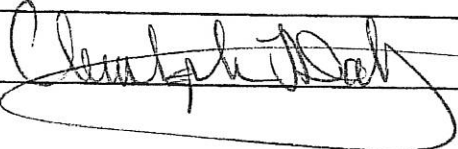
Project # & Description **Project #2 - 92 Washington St, aka Police Officer Timothy Groves Community Sub Station housing the WOPD Community Services Unit (CSU) and 549 Valley Road, aka the Valley Sub Station housing the WOPD Traffic Bureau**

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Title: **Member**

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Total Proposed Cost: \$ 24,340.00

Project # & Description **Project #3 - 60 1/2 Cheery Street,
aka Recreation Offices (including
Ginny Duenkel Pool House)**

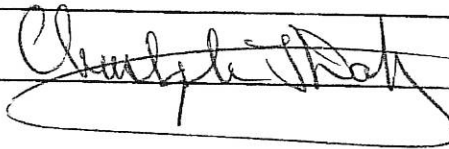
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Total Proposed Cost: \$ 25,600.00

Project # & Description **Project #4 - 650 Pleasant Valley Way, aka
Katz Community Center; 551 Valley Road,
aka West Orange Arts Center;**

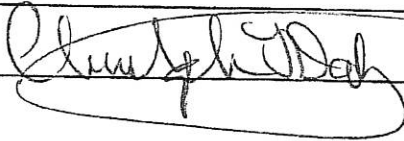
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Total Proposed Cost: \$ 8,600.00

Project # & Description **Project #10 - Cherry Lane PS,**
99 Cherry Lane

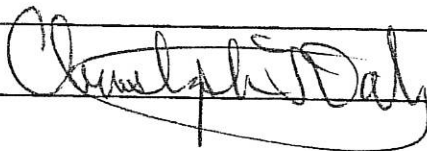
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Total Proposed Cost: \$ 8,600.00

Project # & Description **Project #10 - Dogwood PS,**
39 Dogwood Road

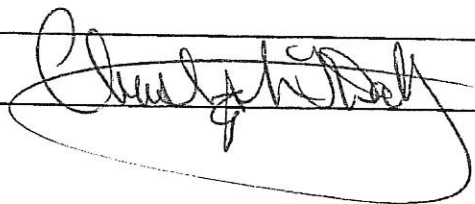
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Total Proposed Cost: \$ 8,600.00

Project # & Description **Project #10 - Grande PS,**
1 Rappleye Court

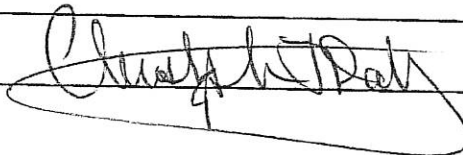
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Total Proposed Cost: \$ 8,600.00

Project # & Description **Project #10 - Haggerty PS,
50 Haggerty Drive**

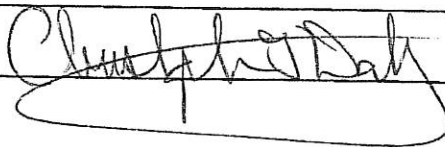
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Total Proposed Cost: \$ 8,600.00

**Project # & Description Project #10 - King PS,
14 King Road**

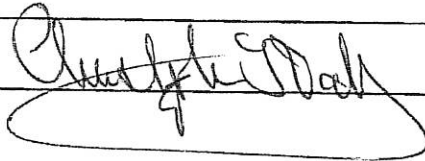
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Total Proposed Cost: \$ 8,600.00

Project # & Description **Project #10 - Northfield PS,**
794 Northfield Avenue

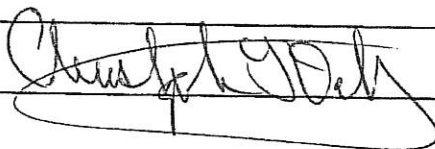
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Total Proposed Cost: \$ 8,600.00

**Project # & Description Project #10 - Short Hills PS,
111 Old Short Hills Road**

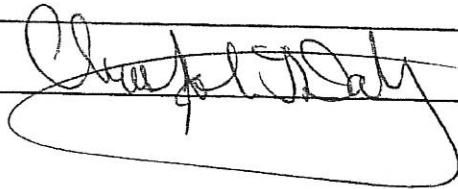
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Total Proposed Cost: \$ 8,600.00

Project # & Description **Project #10 - Vitro PS,
198 Pleasant Valley Way**

Price Proposal Signature

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Title: **Member**

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