



EXHIBIT A

PROPOSAL FOR SERVICES

REVISED August 13, 2026
July 30, 2026

James Latore, Superintendent
Department of Public Works
Township of West Orange
25 Lakeside Dr, West Orange, NJ

A/E SERVICES PROPOSAL FOR:

Interior Alterations for
Restrooms Improvements
Second Floor Tenant
10 Rooney Circle, West Orange, NJ

A. PROJECT DESCRIPTION

1. Herbst-Musciano, LLC will provide architectural design, engineering and construction contract administration for the interior alterations to men's and women's rooms on the second floor of 10 Rooney Circle.
2. The project will generally include to the following:
 - a. Remove all wall stainless steel trash bins
 - b. Remove all paper towel dispensers
 - c. We are assuming that the building's janitorial service will provide paper towel dispensers.
 - d. Toilet seat cover dispenser
 - e. Stainless steel floor mounted trash container with flip-up top cover.
 - f. New stainless steel toilet partitions
 - g. Solid surface vanity tops with new wash basins and faucet
 - h. New wall tile on vanity walls
 - i. Remove existing mirrors
 - j. New wall mirrors at each wash basin location.
 - k. Remove 1 water closet at Women's Lobby Toilet Room
 - l. New toilet tissue dispensers
 - m. Remove all wall mounted trash receptacles, towel dispensers and feminine napkin dispensers - replace with West Orange Approved units.
 - n. Patch and repair walls at all removals
 - o. New accessible (36"W) door, frame and ADA hardware at Lobby entrance to Locker Room.
 - p. Replace all shower enclosures shower faucets, curtains and rods, shower heads and floor drains.
 - q. Replace all accessibility accessories, such as seat, grab bars, etc.
 - r. Miscellaneous repairs
 - s. Remove wall paper, patch and paint walls
 - t. Replace Ceiling Tiles
 - u. NJUCC Accessibility improvements where feasible
 - v. Replace exhaust fans

B. ARCHITECTURAL DESIGN SERVICES

1. CONSTRUCTION DOCUMENTS PHASE
 - i. Field work measurement and documentation of conditions.
 - ii. These documents will consist of Drawings and specifications setting forth in detail the requirements for the construction of the project.
 - iii. Construction Documents will be prepared for the work described in Section A above.
2. CONSTRUCTION CONTRACT ADMINISTRATION PHASE



- i. Unless otherwise provided in this Agreement and incorporated in the Contract Documents, the Architect will provide administration of the Contract for Construction generally as follows:
- Provide signed and sealed documents for filing
 - Visit the site during construction
 - This phase is limited to 3 calendar months
 - Hold up to 6 job-meeting conference calls with the Contractor and Lincoln's Representatives.
 - Review and approve or take the other appropriate action on Contractor's submissions of shop drawings, including pre-engineered components, and product literature with respect to their conformity with the Contract Documents.
 - Review and take action on Contractor's applications for payment.
 - Respond to contractor's questions and requests for information.
 - Prepare finish selections for all specified products and finishes.
 - Conduct punch list and final inspection.

3. QUALIFICATIONS

- i. This proposal limits the duration of construction administration to a period not to exceed 3 months.
- ii. This proposal excludes:
- a. Site plan (zoning) approval process.
 - b. Boundary Survey.
 - c. Site plan and permit application fees.
 - d. Identification, handling or abatement of hazardous or otherwise controlled materials.
 - e. Revisions to documents made after acceptance by the Town or jurisdictional agencies or authorities.
 - f. Revisions to documents due to changes made in field or due to substitution of products or changes of specified materials or methods.
 - g. Additional construction administration
- iii. Client shall defend, hold harmless and indemnify the Architect for all claims, expenses, loss or liability (including attorney's fees) incurred during the construction and/or use of the facility when constructed in accordance with plans and specifications prepared under the terms of this agreement, except as solely by reason of the acts or omissions or negligence of the Architect. Such indemnity shall extend to include all claims, expenses, loss or liability, which occurs due to construction material or methods not in complete conformity with the requirements of the plans and specifications.
- iv. Any controversy, dispute or question arising out of, in connection with or in relation to this agreement or its interpretation or performance or breach thereof shall be determined by arbitration conducted in New Jersey in accordance with the then existing rules of the American Arbitration Association, and judgment upon any award of damages may be entered by the highest court having jurisdiction. Each party shall select an arbitrator and selected arbitrator shall select a third arbitrator who shall conduct the arbitration. All expenses incurred or paid by reason of this arbitration, including the reasonable fees and expenses of the arbitrator shall be borne equally by the parties hereto.

C. COMPENSATION

1. A fixed fee payable monthly in proportion to services rendered, with overall fee attributed generally as follows:

Task	Est. Man-Hrs	Av. Hourly Rate	Fee \$	Notes
Construction Drawings	150	150	22,500.	Man-Hrs are for reference only
Contract Administration	70	150	10,500.	Man-Hrs are for reference only
			TOTAL SERVICES \$33,000.	

- a. Reimbursable expenses are in addition to basic fixed fee compensation and are payable at a multiple of 1.10 times amounts expended by the Architect.



Reimbursable Expense	Unit	Fee \$	Note
1. Mileage 35 miles x \$0.80 x 10 Trips	350 Mi	280.	Allowance
2. Printing and Delivery		500.	Allowance
Total Estimated Expenses \$780.			

2. Billing shall be made monthly in proportion to services rendered and payment is appreciated within 30 days of date of invoice.

I hope that this is acceptable. Please contact me if you have any questions.

Sincerely,

Gary Musciano, AIA, PP