



PROJECT INFORMATION/PROPOSAL (AOR CLIENT)	
(For Project of Limited Scope)	
Proposal Date:	June 8, 2020
Client:	<u>Westfield Board of Education</u>
AOR Agreement Dated:	<u>2020-2021</u>
Proposed Project Name:	Room A/B Renovations at Jefferson ES
FVHD Project #:	5244
NJDOE Project #:	5730-120-20-1000
Project Description and Scope of Work	
Project Description:	Renovations to existing rooms A and B (and adjacent storage/toilet room spaces) to create the following rooms: two SGIs, one classroom, one art/music room, passage for playground access and barrier-free single-use toilet room.
Detailed Scope of Work:	Demolition, removals and restoration
	General construction- partitions, ceilings, doors/hardware, finishes and fixed furnishings/equipment
	Plumbing and drainage, art room sink, toilet room
	HVACR work- ventilation, exhaust, heating, cooling and controls
	Electrical work- Distribution, power, lighting, systems
	Movable equipment and furniture
Continued	



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Architect's Services	
Description of Services:	All professional design services related to the detailed scope of work as described above and as follows:
	Schematic design and design development phase work to determine scope of work. Documentation as required.
	Preparation of detailed plans and specifications for bidding purposes and plan review/permitting.
	Selection of movable furniture, subject to owner review and approval. Assistance with procurement of this furniture through a qualified co-op purchasing vendor.
	Submission to agencies having jurisdiction: NJ Department of Education and Town of Westfield Construction Office.
	Assistance with project bidding, bid evaluation and contract award.
	Construction administration services including periodic site visits and meetings, contract administration and assistance with project close-out.
District PO# (FVHD)	
<u>Architect's Consultants If Any</u>	
Consultant Name:	French & Parrello
Description of Services:	MEP Services
Estimated Project Cost	
	Please refer to project cost estimate worksheet (attached) for a school by school breakdown of estimated cost of the work.



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<u>ESTIMATED TOTAL COSTS</u>	
Construction Cost Estimate	\$805,700
Soft Costs	\$211,300
Total Project Cost	\$1,017,000
Estimating Worksheet Attached?	Yes
Project Cost Estimate Exceptions and Exclusions	
None	



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Architects Proposed Fee	
Fee basis (Total Construction Cost Estimate + 5% Contingency)	\$898,485
Fee %	6.90%
Total Proposed Fee (Rounded)	\$62,000
Fee Exceptions and Exclusions	
Fee includes design of movable furniture and equipment. Proposal excludes any services related to hazardous materials. FVHD will coordinate work with district's selected environmental consultant.	
Project Schedule	
District Authorization	June 16, 2020
Advertise for Bids on/about	December 3, 2020
Open Bids	January 12, 2021
Award Bids (BOE Meeting)	January 19, 2021
Construction Period (Estimates)	
Procurement	
Start Construction	June 22, 2021
Complete Construction*	October 22, 2021
	* Will require building access during school year. Note that project completion date may go in to new school year.
Proposal Respectfully Submitted By:	
	