

July 15, 2021

The Township of Byram Administrator and Municipal Clerk
Attn: Joseph Sabatini, Administrator
10 Mansfield Drive
Stanhope, NJ 07874

Re: Architectural, Civil Engineering, Environmental/Permitting, &
Construction Administration Services – **EXTRA WORK PROPOSAL**
Byram Municipal Building
TNG Proposal No.: P21011

Dear Mr. Sabatini:

As discussed, and requested by Council during the June meeting of this year, NADER is pleased to submit this proposal to generate alternate plans for the existing Mortar Building. The alternate plans are specific to the existing structure and include the demolition of the superstructure and the construction of a new structure which will occupy the existing foundation. We plan to revise the floor plan layout for this section of the building as part of this extra work. The new floor plan will allow for better flow within the new admn. building. We also assume that the mortar building footing and foundation wall were built according to the design plans prepared by William J. Wilson, AIA, Architect, 1971, provided to us at the start of the project.

As such, there are several plans that will need to be created to provide for the appropriate design and details in order to generate a comprehensive set for contractors to bid on the alternate. Our team will update the Design Development plans and will add this alternate to the Construction Documents and final bid set. The site plans will also be updated to include the new part to be demolished.

The scope of our services is outlined below. It is important to note that progress plans will require review and approval prior to moving to the next phase of work.

We understand that the township plans to continue retaining MJA construction services to provide construction estimates for the proposed work based on our design plans. We will coordinate with the estimator and provide them with our site plans, CDs and future Bid Documents for review and generation of estimates. We will assess their cost estimate and look to make necessary and valuable adjustments as we move towards bid documents, in order to maintain construction cost to within the desired budget. We will coordinate with the estimator and township through 90% and 100% plans.

SCOPE OF SERVICES

Phase IB – SITE PLANNING & PERMITTING

PRELIMINARY SITE PLANS

- A. We have completed the site plans and submitted them to Council and Planning Board. We have also attended Council meeting and Planning Board meeting whereby we presented the site plans and addressed comments. At this point, we await a recommendation and review letter from the Planning Board to Council for discussion and decision as to which items, if any, will be incorporated into the site plans. We will attend the next Council meeting to understand the anticipated changes to the plans.
- B. Aside from the comments by Planning Board, we will update the site plans to call out the Mortar Building for demolition, and to provide for any additional notes or details to that effect; especially, with the connection between the mortar building and the trailer building.
- C. We will update the permits sets to show the changes in A and B above.

Deliverables:

- Updated preliminary site plan set incorporating the change to the mortar building
- Updated permit documents and applications

Township Action Items:

- Approve plans

We are withholding on including changes to the site plans based on the recommendations by the Planning Board since we are not aware of which ones the council will approve. We will submit a separate proposal, if requested, for those changes.

Phase II – Construction Documents - Bid & Award

Prior to proceeding with the Construction Documents, we will need to update the Design Development Plans to incorporate the alternate for the complete demolition of the Mortar Building. We will update elevations, wall sections, floor plan wall thicknesses, structural and MEP plans.

CONSTRUCTION DOCUMENTS

Upon your approval of the alternate plans, we will proceed with the development of Construction Documents (CDs) to include all the required drawings, details, specifications, and schedules required for approval from the Department of Buildings and other governing agencies having jurisdiction, and necessary for construction of the buildings. The plans

will conform to the Uniform Building Code and other Sub-Codes currently in use in the State of New Jersey. We will also conform to any local requirements. Our documents will include:

We will address comments from building department officials during permit review process.

Deliverables:

- Floor Plans, Elevations, Wall Sections, enlarged floor plans as required
- Alternate floor plan, elevations, wall sections for the mortar building
- Reflected Ceiling Plans
- Roof Plan and details
- Roof Plan and detail for the Alternate
- Interior Finishes Schedule, Doors Schedule & Window Schedule
- Construction Details
- Structural Engineering Drawings
- Structural Engineering details and drawings for the Alternate
- Mechanical, Electrical, Plumbing and Fire Protection Engineering Drawings
- Project Specifications
- Updated construction estimate

Township Action Items:

- Approve CDs for bid package

Bid and Award

We will create an alternate within the bid documents to assist the township in deciding on award for the mortar building. We will assist you in establishing a list of prospective contractors. Once the construction documents are approved and the site plans are final, we will assist in the bid and award process. We will review bids for completeness and responsiveness. We will identify uneven bids and we will then help determine the most successful bid. We can also assist in preparation of the contract.

NADER will perform the following, as required by the Township:

- Reproduce the Bidding Documents. A fee will be assessed to bidders for acquiring the plans and specs.
- Distribute the Bidding Documents, maintaining a log of bidders and deposits, if required.

- Organize and conduct/attend a pre-bid conference
- Prepare response to questions and provide clarifications
- Organize and conduct opening of bids
- Assist Township in determining the successful bidder
- Assist Township with contracting with successful bidder

Deliverables:

- Advertise Bid
- Conduct Pre-Bid Meeting
- Review and rank submissions – provide recommendations

Township Action Items:

- Approve successful bid for contract
- Contract with successful bid

SCHEDULE

A schedule will be provided following notice to proceed and kickoff meeting. We anticipate the following schedule for each phase. Township approval is required prior to moving to next phase. Schedule contingent on outside approvals and permits:

| | |
|------------|---|
| Update DDs | 3 weeks |
| Phase IB | 1 week |
| Phase II | 14 weeks (including Alternate but not including advertisement and receiving bids) |

ITEMS NOT INCLUDED

- Construction survey stakeout services are not included in this proposal. TNG will provide a separate proposal for construction stakeout services upon request.
- Boundary Survey
- The following consultants or services: NJDOT permits, Traffic engineer and/or study, wetlands LOI or general permits, Soils Engineer, Environmental Engineer, A/V consultant, Lighting consultant, Virtual 3D tour rendering, Historic preservation specialist, Pool consultant, cost estimator, LEED certifying professional, Building/zoning expeditor, Acoustical Engineer, Security Engineering,
- Furnishings procurement and millwork design
- Any scope of work not explicitly included in this proposal, including Interior Design Services
- Proprietary digital information and business processes, specific to The Nader Group, is confidential. Such information will not be provided.

EXCEPTIONS AND ASSUMPTIONS

- Access to the property will be provided to TNG for the duration of this project.
- Electric, gas, water and sewer connections and capacities exist at the site to support the new building.
- PDF and other Digital Data will be transmitted to the client at the end of each phase. Modification of the digital data and files is not permitted without written permission by NADER. To the fullest extent permitted by law, the owner shall indemnify and defend NADER against all claims arising from the modification or unlicensed use of the Digital Data.

DIRECT EXPENSES

This item will include compensation for miscellaneous direct expenses including plotting, reproduction, permit application fees, mailing and overnight etc. Testing fees are also part of direct expenses (i.e., concrete testing, non-destructive testing, geotechnical testing, etc.). These expenses will be billed directly to the client. Other direct expenses include testing services.

REQUESTED FEES

Our fee for Professional Services is **Lump Sum** as shown below. These fees do not include Direct Expenses, which will be billed separately.

PHASE IB – SITE PLANNING & PERMITTING

| | |
|--|-------------------|
| Update Floorplan for Existing Mortar Building Section | \$2,000.00 |
| Update Preliminary Site Plans (not including PB recommendations) | \$1,500.00 |
| <hr/> | |
| <i>Subtotal Extra Phase IB</i> | <i>\$3,500.00</i> |
| Total Extra Phase IB | \$3,500.00 |

PHASE II – UPDATE DESIGN DOCUMENTS AND CONSTRUCTION DOCUMENTS

| | |
|--|--------------------|
| Update Design Documents for Alternate | \$6,500.00 |
| Update Construction Documents to add Alternate | \$13,000.00 |
| Update Bid Documents to include Alternate | \$1,500.00 |
| <hr/> | |
| <i>Subtotal Extra Phase II</i> | <i>\$21,000.00</i> |
| DIRECT EXPENSES | \$2,000.00 |
| <hr/> | |
| Total Extra Phase II | \$23,000.00 |

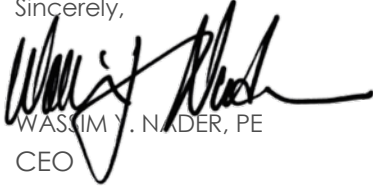
| | |
|------------------------------------|--------------------|
| TOTAL EXTRA WORK | \$26,500.00 |
| TOTAL REQUESTED REDUCED FEE | \$19,800.00 |

INVOICING AND PAYMENT

Invoices will be submitted monthly for a proportion of the work completed to-date, in accordance with Township requirements. All invoices are due upon receipt. Work will not commence to the next task until all payments are made for work completed for prior invoices.

We look forward to working with you to build a new municipal complex to better serve the Township and its citizens. Thank you and feel free to reach out with any questions or concerns.

Sincerely,



WASIM Y. NADER, PE
CEO