

RESOLUTION OF THE TOWNSHIP OF IRVINGTON, NJ

No. **DPR 15-0915-7**

Date of Adoption **SEPTEMBER 15, 2015**

APPROVED AS TO FORM AND LEGALITY ON THE BASIS OF FACTS SET FORTH BY

Legislative Research Officer

PRESENTED BY COUNCIL MEMBER **JONES**

SECONDED BY **INMAN**

ADDITIONAL PROFESSIONAL SERVICES FOR THE GATLING CENTER FOR PHASE 2 RENOVATIONS

WHEREAS, the Township of Irvington received a grant from the County of Essex under the Open Space Trust Fund Program to perform interior renovations at the Gatling Center located on Union Avenue, and;

WHEREAS, exterior renovations were not within the scope of this work and it is the Township's best interests to continue work at this facility and effect certain exterior renovations at this facility; and,

WHEREAS, the project architect that had prepared the plans and specifications for the interior renovations at the Gatling Center, James R. Guerra, P.A., was asked to prepare a concept plan for these exterior renovations, which will be referred to as the Phase 2 Renovations at the Gatling Center, and has submitted a proposal to prepare the plans and specifications for this project; and

WHEREAS, the proposal submitted by the architectural firm of James R. Guerra, P.A., in the amount of \$ 10,000, was reviewed by the Township Engineer and found to be the most expedient and cost effective way to accomplish the exterior renovations; and

WHEREAS, the Township Engineer has recommended that a professional services contract be awarded to the firm of James R. Guerra, P.A., in the amount of \$ 10,000 for the Phase 2 (Exterior Renovations) at the Gatling Center.

NOW, THEREFORE, BE IT RESOLVED BY MUNICIPAL COUNCIL OF THE TOWNSHIP OF IRVINGTON that a professional services contract in the amount of \$ 10,000 be awarded to the firm of James R. Guerra, P.A., for the Phase 2 (Exterior Renovations) at the Gatling Center.

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 5:34-5.2, the required Certificate of Availability of Funds No. C5-00282 for the above has been obtained from the Chief Financial Officer of the Township of Irvington and the appropriation to be charged for this expenditure is in the amount of \$10,000.00, Account No. 5-01-21-165-165-299.

RECORD OF COUNCIL VOTE

X = Indicates Vote N.V. = No Vote A.B. = Absent

COUNCIL MEMBER	YES	NO	N.V.	A.B.	COUNCIL MEMBER	YES	NO	N.V.	A.B.
BURGESS, 1ST VICE PRESIDENT	X				JONES, 2ND VICEPRESIDENT	X			
COX	X				LYONS	X			
HUDLEY	X				FREDERIC, PRESIDENT	X			
INMAN	X								

PRESIDENT OF COUNCIL *[Signature]* MUNICIPAL CLERK *[Signature]* DATE SEPTEMBER 15, 2015

I hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Municipal Council. In witness whereof I have hereunto set my hand and the Corporate Seal of the Township of Irvington.

MUNICIPAL CLERK *[Signature]* DATE SEP 15 2015

BA ☐ BLDG ☐ CFO ☒ COURT ☐ DHS ☐ DHW ☐ DPW ☐ ENG ☒ FIRE ☐ INIC ☐ JUDGE ☐ LIBR ☐ LICEN ☐ LEGAL ☐ MAYOR ☐ OCDP~DIR ☐ OCDP~AD ☐ P&R ☐ PAYROLL ☐ POL~DIR ☐ POL~CF ☐ PURCH ☒ SEC~PB/BA ☐ TAX ☒ TAX~AS ☐ TAX~COL ☐ TRAFFIC ☐ UEZ ☐ ZONING~OFF ☐ DLGS ☐ GNCD ☐ OTHER(S):

Certification Of Availability of Funds

This is to certify to the of the Township of Irvington that funds for the following resolutions are available.

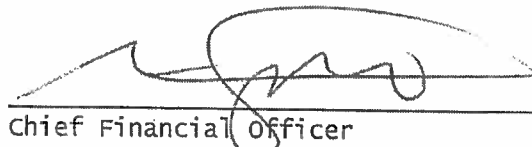
Resolution Date: 09/10/15
Resolution Number: DPW-0910181

Vendor: GUERRA01 GUERRA, JAMES P.A.
55 JEFFERSON AVENUE
ELIZABETH, NJ 07201

Contract: C5-00282 CHRIS GATLIN CENTER
PHASE 2

Account Number	Amount	Department Description
5-01-21-165-165-299	9,159.73	DEPARTMENT OF ENGINEERING
5-01-26-310-311-130	840.27	BUILDINGS & GROUNDS
Total	10,000.00	

Only amounts for the 2015 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.



Chief Financial Officer

-JAMES R. GUERRA, P.A.

Architects • Waterfront Consultants • Planners

55 Jefferson Avenue

Elizabeth, New Jersey 07201

Phone: 908-355-2555 • Fax: 908-355-0418

e-mail: jrgarch@aol.com

RECEIVED

SEP 09 2015

ENGINEERING

JAMES R. GUERRA, AIA

NJ, NY, PA REGISTERED ARCHITECT

NCARB

NJ PROFESSIONAL PLANNER

FRANK J. LAWRENCE, RA

NJ REGISTERED ARCHITECT

8 September 2015

John A. Wiggins, P.E.
Township Engineer
Township of Irvington Municipal Building
Civic Square
Irvington, New Jersey 07111

REF: FEE PROPOSAL – GATLING CENTER UPGRADES – PHASE 2

Dear Mr. Wiggins,

We are pleased to submit a proposal for providing professional services for the above referenced project based on the following scope of work.

SCOPE OF WORK

- Phase2 Work to include:
 - New replacement windows in gymnasium, front and rear elevations of building
 - New Canopy Façade Treatment
 - Installation of new gutters, leaders and soffits
 - Painting of exterior
- Develop architectural drawings and a technical specification that will be utilized to solicit bid proposals from contractors to perform the work for the Gatling Center Upgrades – Phase 2
- Assist in obtaining and evaluating bid proposals.
- Observe the construction and review contractor's requests for payment.

FEE PROPOSAL

The firm of James R. Guerra P.A. proposes to provide professional services based on the above scope of work as follows:

Development of Working Drawings and Specifications.....	\$7,500/00
Project Administration	\$2,500.00
TOTAL FEE -----	\$10,000.00

The above fee does not include hazardous material investigations or removal, topographic maps or surveys, civil engineering, environmental issues or engineering. Additional services, as authorized by the Owner, will be billed hourly based on our attached *Standard Schedule of Rates and Charges*.

We sincerely hope our proposal is accepted as we look forward to working with you on this project.

JAMES R. GUERRA P.A.

Frank J Lawrence RA.
Vice President

JAMES R. GUERRA, P.A.
Architects – Planners – Waterfront Consultants
STANDARD SCHEDULE OF RATES AND CHARGES
January 2015

I. Professional Services

For agreements based on actual hours expended or additional authorized work on lump sum projects, the following hourly rates shall apply:

PRINCIPAL	
ARCHITECTURE, CONCEPTUAL REVIEW, CONSULTING	250.00
PROJECT ARCHITECT	135.00
PROJECT MANAGER	110.00
DESIGN and PRODUCTION STAFF	100.00
INTERN ARCHITECT	85.00
CIVIL ENGINEER	150.00
MECHANICAL/ELECTRICAL ENGINEER	150.00
STRUCTURAL ENGINEER	150.00
INTERN ENGINEER	100.00
CAD DRAFTER (RENDERINGS)	100.00
SPECIFICATION WRITER	85.00
FIELD REPRESENTATIVE (SITE INSPECTIONS)	75.00
CLERICAL	45.00

Please Note: Premium Response Time requires a 10% increase in rates.

II. Reimbursable Expenses

- A. The following expenses are billed at cost plus 20%: travel, long distance telephone calls, postage and engineering services which are not included in a signed proposal.
- B. The fee typically includes two sets of signed/sealed drawings and two sets of working drawings delivered to the owner as defined in the attached proposal. Printing costs for additional sets will be billed to the owner as shown below.
 - a. Copies \$0.25 per copy, Blueprints \$5.00 per copy, Fax \$1.00 per copy
 - b. Other outside reproductions are billed at cost plus 25%
- C. Digital files (including PDF format) are billed according to file type and quantity.

III. Invoices

- A. Invoices will be submitted with the finished drawings or as progress invoices. Billing will be based on the actual hours expended, or otherwise as provided in a fee proposal. Invoices are payable upon receipt.
- B. Any invoice or portion thereof that is not satisfied within thirty (30) days will be subject to interest charges of 1.5% per month plus any cost incurred in the collection of those unpaid balances. If we do not receive payment per our invoices we reserve the right to suspend any further service. Drawings will be released upon payment.