

REQUEST FOR PROPOSALS

Qualified engineering consultants are invited to submit a sealed proposal for engineering design and construction inspection for renovations to the Delaware Water Gap firehouse renovations. Sealed proposals will be received, opened and read aloud by the Delaware Water Gap Borough Council 7:00 PM on Monday, February 5, 2024, at Delaware Water Gap Borough Building, 49 Main Street, Delaware Water Gap PA, 18327.

Proposals will be accepted up until 2:00 P.M. on February 5, 2024. Proposals will not be accepted after the 2:00 P.M. deadline. Once proposals are submitted, they will not be allowed to be withdrawn or changed after the 2:00 P.M. deadline.

Borough Council may award the contract to the lowest responsible bidder immediately following the opening of bids on February 5, 2024, or at such other time as may be announced in public at that meeting.

Borough Council reserves the right to reject any or all proposals and to waive any and all informalities in the proposal and furthermore award the contract in such a manner as may appear to be in the best interest of the Borough of Delaware Water Gap.

Proposals may be held by Borough Council for a period of not to exceed sixty (60) days from the date of the opening of proposals for the purpose of reviewing the proposals and investigating the qualifications of applicants, prior to awarding the contract.

By the order of the Borough of Delaware Water
Gap Borough Council

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BACKGROUND INFORMATION

The Delaware Water Gap firehouse is in need of renovations. The project will be completed in phases. The work to be completed in each phase is described in the attached proposal.

SCOPE OF SERVICES

Work shall include 1) all permitting, design plan development and construction inspection required for the renovations; 2) preparation of technical specifications for construction and phasing, 3) preparation of construction cost estimate when the design is complete; 4) preparation of and review of construction bids; and 5) construction inspection.

The engineer will be responsible for managing all facets of the renovations from design through construction. The engineer must have sufficient oversight of the renovations to review and certify contractor payment requests and confirm construction is being performed in compliance with all applicable standards. The engineer must attend the pre-construction meetings and shall act as the Borough's representation during the construction phase.

SUBMISSION REQUIREMENTS

1. Proposals must be submitted in a sealed envelope labeled "Engineer Services Proposal."
2. The Borough must receive an original and one (1) copy of the proposal.
3. Proposals must be received by 2:00 PM on Monday, February 5, 2024. The Borough will accept no responsibility for the failure of the US Postal Service or commercial carriers to deliver proposals by the deadline.

4. All proposals are the property of and will be retained by the Borough. They will not be returned to the responders.
5. The Borough reserves the right to cancel this Request or to reject in whole or in part, any and all proposals received to the Request. The Borough reserves the right to waive any minor informality in any submitted proposals. All decisions regarding the contract award as a result of this Request are at the absolute sole discretion of the Borough.

PROPOSAL REQUIREMENTS

1. Proposal Components
 - a. Title page—this should include the firm’s name, contact person, and contract information.
 - b. Table of Contents
 - c. Primary qualifications—provide a brief narrative that explains why your firm is well qualified to serve as the Borough’s engineer for this project
 - d. Experience
 - i. Briefly describe the experience of key personnel in the legal specialty for which your firm is submitting its qualifications.
 - ii. List other public entities similar to the Borough for which your firm currently or recently provided similar services
 - e. Firm Profile—Provide a brief profile of your firm.
 - f. Biography of Key Personnel—Identify the staff within the firm who will be representing the Borough. Please include the individuals’ relevant experience and their primary office location.
 - g. Conflicts of Interest—Disclose any conflict of interest your firm may have involving the Borough.
 - h. Pricing Methodology—Describe your preferred fee structure and current rates. Please note any other factors that you deem significant.

EVALUATION CRITERIA

1. Qualifications will be evaluated using the criteria below:

a. Mandatory Elements

- i. The firm has no direct conflict of interest with the Borough or any related entity; and
- ii. The firm adheres to the instructions contained in this Request.

b. Technical Qualifications

- i. Experience and expertise
 - The firm's past experience on comparable issues
 - The qualification of the firm's professional personnel to be assigned to the engagement with the Borough
 - Fee information

QUESTIONS

Questions regarding this RFP should be directed to Allisen Trotter, Borough Manager, or Howard Ike at 570-476-0331

SR SQUARED

405 Industrial Park Ave,
Mount Pocono, PA. 18344
Phone: 1(570) 688-6169

Delaware Water Gap Fire Department

Estimate # 000002
Date: 09/20/2021

Description: Phase # 1 Cost \$230,000

Framing, Plumbing, Electrical

According to our meeting and initial walk through, the following renovated areas and scope of work will include.

*make adequate changes to building in order to:

1. Comply with all regulated ADA compliances and codes.
2. Increase energy efficiency and decrease energy cost.
3. Meet requirements to sustain an approved Emergency Shelter Building.

Scope(s) of work at Prevailing wage to include

*Framing/Construction Scope:

* One(1) entrance and One(1) exit will be built in accordance to ADA Regulations.

* ADA WheelChair Accessible Entrance and Exit.

* Enlarge both Men and Women's lavatory to completely satisfy, comply and follow all ADA Regulations.

*Enlarge the Kitchen and installation of new Commercial grade full Kitchen, Kitchen will be built to ADA compliance and codes.

* Two (2) new Air purification units will be installed in the meeting hall.

* mold remediation and clean up in the Engine room, and new Gear Racks to prevent future molding of gear.

*Enlarge Chief's Office as well as frame-in and install a large observation window overlooking the Engine Bay Area.

Electrical Scope:

* Installation of Commercial Sized Natural Gas 48KW Kohler 48RCL, Automatic Transfer Switch RDT 0200 ASE with block heater. Emergency power during a power outage or natural disaster in order to maintain a safe shelter space for our Community and Surrounding Communities.

*Installation of New Burglary, Surveillance, and Fire System to Building.

*Electrical outlets, wires, switches and lighting to be replaced and brought up to Code.

*Removal of extra sub panels and electrical upgrade to be completed to include panels.

Plumbing Scope:

*Men's and Women's Lavatories to be brought up to ADA code with ADA showers for Emergency shelter use and Hazardous Material Decontamination. To meet all local and building codes.

*Kitchen to be commercial type and ADA compliant and meet all jurisdictional codes.

*Commercial gear washer with extractor, Commercial gear dryer to be installed in convenient area.

Description: Phase #2 Cost \$230,000

HVAC Scope:

*Remove the existing HVAC unit in Hall and replace it with a Natural Gas efficient unit with A/C, and air purification.

*Remove the existing HVAC unit in the Office, Kitchen, and Bathroom areas, and replace it with a Natural Gas efficient unit with A/C, and air purification.

*Remove all the existing Natural Gas unit heaters in engine room and replace it with a Natural Gas efficient unit.

*All existing duct work will be reused, and inspected to ensure proper function and safety of units.

*Additional costs may ensue due to unusable duct work.

Electrical Scope:

*Install new outdoor lighting on Building and parking lot to ensure proper lighting for Parking area.

*Electrical to include new wire, outlets, and disconnects for all electrical equipment in the engine room.

*Electrical cord reels hung from the ceiling in the engine room for all apparatus.

Plumbing scope:

*Natural Gas Navien high efficiency water heater.

<u>Description</u>	<u>Phase #3</u>	<u>Cost \$230,000</u>
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Framing/Construction Scope:

*Replace all windows to a higher energy efficient selection Anderson windows.

*Insulate Exterior Walls to an R-19 factor.

*All common areas will have new Epoxy floors installed, including Engine Bay Areas.

*Remove all paneling for all walls and Install sheetrock and molding.

*Drop Ceiling will be installed throughout common areas.

*All doors will be replace with new, security doors provided where necessary, with keypad entry at engine room side door to be incorporated to existing computer.

*Cat6 communication to be provided to all wifi equipment, and television location.

*Commercial Kitchen equipment to be installed up to all local and state Codes.

*Building to be painted color approved by the Fire Department.

**Price will include the following Time and Material.Necessary Permits and Dumpster Fees.

**All work to be completed in a manner to fully comply with all ADA and Safety Regulations in order to bring the Building to be ADA Accessible and Compliant.

**All work will be done under Prevailing Wages according to Pennsylvania Prevailing Wage Rates.

Contact Person:

Joe Quaresimo

(570) 688-6169

Total Cost \$640,000

Notes:

Any unforeseen work may be subject to a price increase, to be discussed and agreed upon before commencement of extra work.

By signing this document, the customer agrees to the services and conditions outlined in this document.

SR Squared

Delaware Water Gap Fire Dept.

