



SETTEMBRINO
ARCHITECTS

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December 19, 2022

Mr. Jason Bohm
Business Administrator
Readington Township Public Schools
Administrative Offices
52 Readington Road
Whitehouse Station, NJ

**RE: Holland Brook School
Three Bridges School
Whitehouse School
Early Childhood Classroom Toilet Room Additions & Renovations
Proposal - A/E Services**

Dear Jason:

Thank you for the opportunity to submit our proposal for new early childhood, handicapped accessible single occupancy toilet rooms at Holland Brook School, Three Bridges School, and the Whitehouse School. As you know, Settembrino Architects completed our on-site review with your administration on November 21, 2022. We are in receipt of the updated location / decision at Three Bridges School from your email dated December 8, 2022.

At the Whitehouse School, we understand that the district would like to renovate and enlarge the non-handicapped accessible existing toilet room between classrooms no. 124 and 126 into a handicapped accessible single occupancy toilet room for early childhood. Access would be from both above referenced classrooms to a vestibule behind the electric panel closet into the proposed toilet room. Casework removal / modifications / replacements at classroom no. 126 would be included as well. The Vinyl Asbestos Floor Tile (VAT) will be reviewed and mitigation drawings will be executed directly by the district or as an additional fee.

At the Three Bridges School, we understand that the district would like to add one (1) single occupancy toilet room for an early childhood classroom at room no. 203. Settembrino Architects will review all adjacent early childhood classrooms and advise of remaining net educational area prior to a final location decision.

At the Holland Brook School, we understand that the district would like to add one (1) single occupancy toilet room for an early childhood classroom at room no. 3; an alternate location will be room no. 13 across the corridor. Settembrino Architects understands that both of the above referenced options are adjacent to existing toilet rooms as well. Furthermore, we understand that this toilet room addition is for a special education, early childhood classroom.

Settembrino Architects will provide all Architectural, Mechanical, Electrical, Plumbing and Fire Protection design and construction administration for the above referenced project and will solicit one (1) state contract vendor quote for all projects in aggregate. All ACM investigation or abatement drawings is excluded.

We anticipate that the project budget, excluding all Site, Civil, Survey, Hazardous Material Testing, Document Preparation and/or abatement, will be approximately \$250,000 - \$300,000. Settembrino Architects recommends obtaining a quote from a state contract vendor to execute this project in anticipation of a summer 2023 execution. Our Scope of Work would be as follows:

1. Survey and prepare existing condition drawings.
2. Meet with district administration and staff to review schematic designs.
3. Prepare schematic plans and submit NJDOE Project Application with schedule and estimate.
4. Complete and submit Rod grant application.
5. Prepare complete construction documents for state contract quote in accordance with the School Public Contracts Law.
6. Prepare 90% Construction Document estimate.
7. Review quote and provide Letter of Recommendation for Project Award.
8. Provide complete construction administration services including bi-weekly site visits, review and processing of shop drawing and applications for payment, and punchlist and closeout document review and processing.

The proposed fixed fee for the above referenced work is \$59,500, plus reimbursable expenses. Any and all site, civil, survey, environmental or hazardous material review is excluded.

Thank you once again for this opportunity for Settembrino Architects to be part of the success of the Readington Township Public Schools. Please do not hesitate to call me either at the office or on my cell phone at 201-788-7417. We look forward to hearing from you shortly.

Sincerely,



Kevin M. Settembrino, AIA, LEED AP
Principal
KMS/arl



December 19, 2022

Mr. Jason Bohm
Business Administrator
Readington Township Public Schools
Administrative Offices
52 Readington Road
Whitehouse Station, NJ

**RE: Readington Middle School
48 Readington Road
Whitehouse Station, NJ 08889**

**Partial Roof Replacement & HVAC Upgrades
A/E Services**

Dear Jason:

Thank you for the opportunity to submit our proposal for three (3) partial roof replacements / HVAC Upgrades at the Readington Middle School. Settembrino Architects understands that the district would like to execute a roof replacement and upgrade the heating and ventilation to heating, ventilation, and air conditioning at the rear gymnasium at approximately 6,100 square feet, the Art Room, at approximately 2,100 square feet, and the front gymnasium at approximately 6,800 square feet. We anticipate construction budgets of approximately \$400K, \$100K, and \$400K respectively. It is important to note that the Art Room has existing Heating Ventilation and Air Conditioning and will not be included in the HVAC upgrade project scope. We further understand that the district's maximum construction budget is approximately \$500K. Therefore, the rear gymnasium and the art room projects will be included as the base project; the front gymnasium will be an alternate scope of work. We will include a design for temporary heat and ventilation as required based on HVAC product lead times and roof replacement schedules. Our Scope of Work (SOW) would be as follows:

1. Review and document existing conditions for the partial roof replacement & HVAC upgrades. This would include field measurements of all conditions including field areas, flashing, counterflashing, coping, wall types, drain locations, Roof Top Unit (RTU) locations, and all vent stacks, fans, etc.
2. Complete and submit all New Jersey Department of Education (NJDOE) required applications and LRFP updates (if required).
3. Complete and submit the 2023 ROD grant application.
4. Provide complete construction documents which include measured plans, sections, details and bid specifications.

5. Meet with Administration and/or Facilities & Finance Committee at 60% construction document completion for comments and/or modifications to project Scope, Schedule, Alternates, etc.
6. Solicit state contract vendor quote(s) and provide a Letter of Recommendation of Contract Award to the Board of Education after conference with board counsel.
7. Provide complete construction administration services which shall include the issuance of a Notice of Award and an Authorization to Proceed as well as the scheduling and attendance at a pre-construction meeting. Settembrino Architects will prepare the AIA A101 Contractor/Owner Contract. I will personally provide bi-weekly or more on-site construction review to ensure conformance with the contract documents and schedule maintenance, shop drawing review of approved products, monthly payment application review and change order preparation and processing (if required), and punch list and closeout procedures.

Our fixed fee to perform these services is \$50,000 plus reimbursable expenses for the rear gymnasium and art room. If selected, the front gymnasium fee will be an additional \$40,000 plus reimbursable expenses. All hazardous material investigation or abatement drawings is excluded.

Thank you once again for this opportunity for Settembrino Architects to be part of the success of the Readington Township Public Schools. Please do not hesitate to call me either at the office or on my cell phone at 201-788-7417. We look forward to hearing from you shortly.

Sincerely,



Kevin M. Settembrino, AIA, LEED AP
Principal

KMS/arl