

February 21, 2020

Mayor and Township Council
Municipal Building
66 Main Street
West Orange, New Jersey 07052

RE: **REQUEST FOR PROPOSAL**
PROFESSIONAL DESIGN SERVICES
ARCHITECTURAL SERVICES NEW ROOFS
FIRE HEADQUARTERS, FIRE STATION NO.2,
MUNICIPAL BUILDING

Mayor Parisi, Council President Casalino and Council Members:

By letter dated February 3, 2020, I requested proposals from five architectural firms to provide Professional Design Services for New Roofs for Fire Headquarters, Fire Station No.2, and the Municipal Building. Those firms responded to the Township's Request for Qualifications. Of the five only three submitted a proposal: Herbst Musciano of Boonton, New Jersey, Netta Architects of Mountainside, New Jersey, and Settembrino Architects of Red Bank, New Jersey. PS&S of Warren, New Jersey and Arcari + Iovino Architects PC of Little Ferry, New Jersey did not respond. A copy of the RFP and the responses of Herbst Musciano, Netta Architects and Settembrino Architects are enclosed.

Based on the review of the proposals, all three firms were responsive to the proposal. However, the fees of Herbst Musciano are much lower than those of Netta Architects and Settembrino Architects: \$45,636.00, \$70,000.00 and \$79,500.00 respectively. Consequently, I recommend a Professional Services Contract be awarded to the firm of Herbst Musciano, 611 Main Street, Second Floor, Boonton, New Jersey 07005 to provide professional architectural and engineering services in accordance with their proposal dated February 19, 2020 for a fee not to exceed \$45,636.00. They provided architectural services for West Orange on other projects, and their work is very good.

Very truly yours,
Leonard R. Lepore
Leonard R. Lepore, Municipal Engineer
Director of Public Works

LRL/tb

cc: John K. Sayers
John Gross
Gary Musciano

RESOLUTION

WHEREAS, the Township of West Orange requested proposals from five (5) architectural firms to provide professional services for Architectural Services New Roofs for Fire Headquarters, Fire Station No.2 and the Municipal Building; and

WHEREAS, the services of an architectural firm are required to provide the necessary professional Design Services for New Roofs at Fire Headquarters, Fire Station No.2 and the Municipal Building; and

WHEREAS, Herbst Musciano of Boonton, New Jersey, Netta Architects of Mountainside, New Jersey, and Settembrino Architects of Red Bank, New Jersey responded to the Request for Proposal; and

WHEREAS, all three firms were responsive to the Township's Request for Qualifications; and

WHEREAS, Herbst Musciano, of Boonton, New Jersey submitted a proposal dated February 19, 2020 to provide professional services for Architectural Services New Roofs at Fire Headquarters, Fire Station No.2 and Municipal Building for a fee not to exceed \$45,636.00; and

WHEREAS, the fee proposal of Herbst Musciano was less than the fee proposals of Netta Architect: \$70,000.00 and Settembrino Architects: \$79,500.00; and

WHEREAS, the proposal of Herbst Musciano is acceptable to the Municipal Engineer; and

WHEREAS, sufficient funds exist for this work; and

WHEREAS, the Township Council concurs in the foregoing.

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of West Orange that the Township be and hereby authorized to enter into a Professional Services Contract with Herbst Musciano, 611 Main Street, Second Floor, Boonton, New Jersey 07005 to provide Professional Architectural Services for New Roofs at Fire Headquarters, Fire Station No.2 and the Municipal Building for a fee not to exceed \$45,636.00.

BE IT FURTHER RESOLVED that a copy of this Resolution be published in the West Orange Chronicle within 10 days of approval in accordance with N.J.S.A. 40A:11-5(1)(a)(i).

KAREN CARNEVALE, R.M.C., MUNICIPAL CLERK

MICHELLE CASALINO, COUNCIL PRESIDENT

Adopted: March 3, 2020

I hereby certify funds are available from ACCOUNT NO. 03 2507 17 0100 010, 2017 Capital Budget, \$45,636.00

JOHN GROSS, CHIEF FINANCIAL OFFICER