



September 15, 2020

Richard Trenk, Esq.  
McManimon, Scotland & Baumann, LLC  
75 Livingston Avenue  
Roseland, NJ 07068

RE: Proposal for Professional Planning Services  
West Orange Area in Need of Redevelopment Study –  
Block 155, Lots 40.02, 41.02, and 42.02

Dear Mr. Trenk:

We are pleased to submit this proposal to provide professional planning services associated with the preparation of an Area in Need of Redevelopment Investigation for the above referenced properties in the Township. Our firm is well versed in the preparation of redevelopment investigations throughout the State and have several ongoing redevelopment projects with the Township. We have extensive experience working with the Local Redevelopment and Housing Law (LRHL) and frequently sit on panels dealing with redevelopment law topics.

The scope of work for the project will include site visits with interior and exterior inspections and photo documentation of the existing property conditions, collection and review of relevant Township records, tax and property information, review of environmental records, review of building mechanical and systems condition, review of tenancy and market trends, and the preparation of a written document describing the properties and evaluating them regarding the criteria outlined in the LRHL.

Our fee for preparation of the Study would not exceed \$30,000 including attendance at not to exceed three Planning Board meetings, billed at our attached standard municipal hourly rates. All other meetings and preparation will be billed separately per meeting at our hourly rates.

We welcome the opportunity to continue to work with the Township on important redevelopment projects. Should you have any questions, please do not hesitate to contact us.

Sincerely yours,

HEYER, GRUEL & ASSOCIATES

Fred Heyer, PP, AICP LEED-AP ND, CNUa  
Principal

Susan S. Gruel, PP  
Principal





**STAFFING AND RATES**

The following is a breakdown of anticipated staffing involvement and hourly rates:

2020 FEE SCHEDULE - MUNICIPAL CLIENTS		
PRINCIPALS:	SUSAN S. GRUEL FRED HEYER	\$ 175 PER HOUR
PRINCIPAL PLANNERS:		\$ 150 PER HOUR
SENIOR PLANNERS:		\$ 135 PER HOUR
ASSOCIATE PLANNERS:		\$ 120 PER HOUR
ADMINISTRATIVE AGENTS:		\$ 110 PER HOUR

*Note: Travel time / mileage charges are not billed.*

