



Proposal

NORR
ARCHITECTS ENGINEERS PLANNERS

Architectural and
Engineering Services Proposal
prepared for
Detroit Building Authority

**DWSD Historic Water Board
Building Facility Assessment**

September 22, 2017

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Mr. Tyrone Clifton
Director
Detroit Building Authority
1301 Third Street, Suite 328
Detroit, Michigan 48226

Re: Proposal for Architectural/Engineering Services - DWSD Historic Water Board Building
Facility Assessment

Dear Tyrone:

NORR is pleased to submit this proposal to the Detroit Building Authority to provide architectural and engineering services for a facility assessment encompassing approximately 175,000 sf for the Historic Water Board Building located at 735 Randolph Street, Detroit, MI 48226.

We believe NORR is well positioned to take on this assignment and will be a valuable contributor because:

- As an integrated full-service architectural, engineering and planning firm, NORR can provide programming, architecture, interior design, structural, mechanical and electrical engineering services all under one roof.
- We bring best practices to all of our projects, drawing upon the expertise of our entire organization.
- Our approach is unique and highly collaborative. We believe in involving our clients and key stakeholders in the design process to help them articulate their vision, needs and requirements.
- We are part of your community and our team members have project experience in this community.
- Our success depends on our ability to understand and execute our client's vision, while maintaining budget and schedule.
- One of our core company beliefs is providing excellent client service. We accomplish this through working in true partnership with our clients, colleagues and consultants.

Thank for your continued consideration of NORR. Please feel free to contact me for additional information or clarification. We look forward to working with the DBA on this exciting project.

Respectfully submitted,
NORR

Scott Catallo, AIA, NCARB
Principal
T: 313 324 3096
Scott.Catallo@norr.com

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^PHILADELPHIA POLICE TRAINING FACILITY



^WINDSOR FIRE HALL NO. 2



^WAYNE STATE UNIVERSITY ADVANCED TECHNOLOGY EDUCATION CENTER ADAPTIVE REUSE

Section 6B: Proposal Form Professional Billing Rates

SECTION 6B – PROPOSAL FORM

(ENVELOPE NO. 2 PROPOSAL)

**REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR
ARCHITECTURAL/ENGINEERING SERVICES
FOR THE
FACILITY ASSESSMENT
OF THE
WATER BOARD BUILDING
735 RANDOLPH STREET
DETROIT, MI 48226
FOR THE
DETROIT WATER & SEWERAGE DEPARTMENT
(DBA #19-0003)**

PROPOSAL SHEET

Architectural/Engineering Firm: NORR, LLC

SCHEDULE OF PRICES – PART I ASSESSMENTS

ITEM NO.	DESCRIPTION	
	<u>Water Board Building</u>	
A	Level I Property Condition Assessment	\$ 53,800
B	<u>Exterior Building Envelope Assessment</u>	<u>\$ 55,610</u>
TOTAL		\$ 109,410

Total Cost: One Hundred Nine Thousand, Four Hundred Ten Dollars
(written out and in dollars)

SCHEDULE OF PRICES – PART II ARCHITECTURAL/ENGINEERING SERVICES

Pursuant to the completion of Part I “Assessments,” the attached Architectural/Engineering Services Fee Percentage schedule will be used to determine the A/E Services going forward, if the Detroit Building Authority chooses to continue with the selected Respondent.

NOTE: Architectural and Engineering Rates must be attached to proposal sheet.

The undersigned, having familiarized themselves with the jobsite conditions affecting the cost of the work and with any operations at the site, proposes to furnish all labor, materials, tools, and equipment required to perform and complete all of the work specified.

It is understood by the Proposer that the Authority reserves the right to reject any or all bids and to waive any informalities therein should it be deemed in the Authority's best interest for any reason or for no reason.

It is agreed that this bid will remain firm for a period of 120 days from and after the opening of bids.

BID AUTHORIZED BY: Brian Gerstmar, President

NAME OF FIRM: NORR, LLC

DUNN & BRADSTREET NUMBER (DUNS #): na

CONTACT NAME: Scott Catallo, Principal

ADDRESS: 150 W. Jefferson Ave., Suite 1300, Detroit, MI 48226

TELEPHONE: (313) 324-3096

FAX: (313) 324-3111 E-MAIL ADDRESS: Scott.Catallo@norr.com

DATE: September 22, 2017

BASE BID PROPOSAL

Pursuant to and in compliance with the jobsite walk through on July 21, 2017 and with the project specifications set forth in the Scope of Services and in Exhibit A relating to the above-named project, the undersigned agrees to enter into an agreement with the Detroit Building Authority to complete the work at the Water Board Building.

ADDENDA

The undersigned has included in the base proposal the modifications to the work described in the following addenda received prior to the submission of this proposal.

ADDENDUM NO. 1 DATED 9/14/17

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

PROFESSIONAL RATES

Professional rates must be submitted attached to the Proposal Sheet. Any additional services requested by the Detroit Building Authority from the proposed firm will be negotiated between the Detroit Building Authority and the firm.

CLEARANCES

Firms are required to have the following clearances from the City of Detroit Human Rights Department:

- Property Tax Clearance (See Attached Form Exhibit D)
- Income Tax Clearance (See Attached Form Exhibit E)
- Covenant of Equal Opportunity (See Attached Form Exhibit F)

Information regarding clearances and executive order requirements are available through:
City of Detroit Department of Civil Rights, Inclusion & Opportunity
Coleman A. Young Municipal Center
2 Woodward Avenue
Detroit, MI 48226
(313) 224-4950

CONTRACT

The selected architectural firm agrees to enter into a contract with the Detroit Building Authority substantially in the form attached hereto as Exhibit L.

EXHIBITS

Exhibits A, B, C, D, E, F, G, H, I, J, K, and L are a part of this Request for Proposals and are incorporated herein by this reference.

DESCRIPTION

The Detroit Building Authority proposes to select a professional firm for the facility assessment, of the DWSD, Historic Water Board Building, 735 Randolph Street Detroit, MI 48226, as more fully described in this Request for Proposals (RFP).

SCHEDULE

Mandatory Pre-Submittal Jobsite visit	Friday, August 4, 2017 – 11:30 A.M.
RFP Lump Sum Submittal Due	Friday, August 11, 2017 – 2:00 P.M.
Notice to Proceed (Tentative)	Monday, August 14, 2017

REFERENCES

Below, please list five (5) recently completed projects with contact information:

GM Renaissance Center PCA Study
Project

Bryan Wallick (313) 568-5698
Contact name & Telephone Number

CAYMC Renovations - DWJBA
Project

Gregory McDuffee (313) 309-2300
Contact name & Telephone Number

Detroit Diesel M1 Office Renovation
Project

Dennis Dimoff (313) 592-5823
Contact name & Telephone Number

WSU Advanced Tech Education Ctr
Project

Ahmad Ezzeddine (313) 577-4450
Contact name & Telephone Number

Third Circuit Court - Frank Murphy
Project

Zenell Brown (313) 224-5261
Contact name & Telephone Number

END OF FORM OF PROPOSAL

Section 6B. Proposal Form

CLASSIFICATION & INVOICING RATES

<u>CLASSIFICATION</u>	<u>INVOICING RATE</u>
Vice President	\$240.00/hr
Executive-in-Charge / Principal	\$195.00/hr
Senior Project Manager	\$135.00/hr
Project Manager.....	\$125.00/hr
Architectural Department Head.....	\$155.00/hr
Design Architect	\$130.00/hr
Production Architect	\$115.00/hr
Architectural Designer	\$85.00/hr
Engineer (PE) / Department Head.....	\$155.00/hr
Engineering Designer/EIT	\$100.00/hr
Drafter / Intern Architect.....	\$75.00/hr
Project Coordinator / Clerical.....	\$65.00/hr

REIMBURSABLE EXPENSES

OUTSIDE SERVICES

1. Boundary and topographic surveys.
2. Soil borings, soil test and physical or chemical testing.
3. Consulting and other services acquired outside of our organization.
4. 3D animation and other special visual aids.
5. All direct costs, such as materials, travel, printing, fees, etc. for permits/applications and other regulatory agency and authority approvals.
6. Printing, photostats and other special reproductions.
7. Courier and shipping charges.

EXPENSES

1. Travel and subsistence expenses when traveling. (Car mileage allowance is based on allowable IRS mileage rate at time of automobile usage.)
2. Other Costs
Equipment from outside agencies..... At Cost