



TOWN OF NEW FAIRFIELD

and

BOARD OF EDUCATION

Bus Lot Location Study Proposal Sheet

for Engineering Evaluations, Concept Planning and Estimating Services for Multiple Sites

The Engineering Firm signing and submitting this proposal is agreeing to perform the work described in the RFP as a Lump Sum, not to exceed, fee proposal for the evaluation of four sites, and for the development of concepts at each site that will meet the design criteria presented in the RFP. The evaluation criteria and items to consider, as a minimum, is also clearly identified in the RFP. The Firm will also be providing estimating services for each concept developed at each site based on the level of concept plan development. The Engineering Firm also agrees to attend several meeting to present these concepts and the associated work that comes from this engagement.

The fee proposal shall include all costs associated with each task and any other consultant fees in addition to all direct expenses.

SUBMISSION DEADLINE

This Proposal Sheet should be sent to the address below and received by **9:00 AM on June 7, 2024**. It should be clearly marked on the front of a sealed envelope as "BUS LOT STUDY - PROFESSIONAL SERVICE PROPOSAL"

Response shall be submitted to:

Ms. Patty Mota
Purchasing Agent
Town of New Fairfield
3 Brush Hill Road
New Fairfield, CT 06812

In addition, please submit one electronic copy of the entire Proposal Sheet to pmota@newfairfieldct.gov

1. PROFESSIONAL SERVICES FOR EVALUATING SITES AND FOR CONCEPT DEVELOPMENT.

- **Parcel – A**
This site is located on the existing Consolidated School Site located at 302 Ball Pond Rd. Parcel ID 37200. (Exhibit 1)
- **Parcel – B**
The site is located on the existing middle school / high school campus located at 54 Gillotti Rd. Parcel ID 219200. (Exhibit 2)
- **Parcel – G**
The site is located adjacent to the existing Meeting House Hill / CELA and Consolidated School sites located at 302 Ball Pond Rd. / 24 Gillotti Rd Parcel Id's 37200 / 218000. (Exhibit 3)
- **Parcel - H**
This site is located adjacent to the existing drop off center located at 33 Bigelow Rd. Parcel ID 60100. (Exhibit 4)

Proposed Fee: \$32,480.00
Written: THIRTY TWO THOUSAND FOUR HUNDRED EIGHTY & $\frac{XX}{100}$
Task Total Hours: 192
Task Loaded Hourly Rate: \$169.17

2. ESTIMATING SERVICES.

All 4 sites described above require a separate detailed estimate. The existing features that may be displaced and relocated by the development of the Parcel -B concept should be included as a separate line item in that estimate. It should be assumed that these features would be relocated to the existing Consolidated site, or a site selected by the working group. The estimates should be organized in CSI format with specific unit costs and quantities as allowed by the limited development of concepts. Should some elements of work not developed enough to derive quantities for any of the concepts developed for each site, the estimator should make every attempt to capture a cost associated with that element of work based on professional opinion as a hold or an allowance for that undeveloped work item. The estimates should include a separate line for anticipated final design and permitting Fees.

Proposed Fee: \$7,520.00
Written: SEVEN THOUSAND FIVE HUNDRED TWENTY & $\frac{XX}{100}$
Task Total Hours: 48
Task Loaded Hourly Rate: \$156.67

3. IN-PERSON MEETINGS

The Engineering Firm should include up to 4 meetings with the Owner up to 2 hours for each meeting or a combination of number of meetings and duration of each for a total of 8 hours. Anticipated meeting schedule is as follows;

- Preliminary Evaluation Meeting. The engineering team will evaluate each site and provide an initial report of their findings along with initial concept sketches of each site for review by the working group.

- The engineering team will revise each concept based on the direction and discussions from the design meeting with the working group. The engineering team will meet with the Client in person for a second time and present their updated concept plans and narrative for each option.
- The engineering team will meet with the client in person for a third time and present final revised concepts based on input from the working group and associated estimates for each.
- The engineering team will create a final report including a narrative for each concept, final concept plans, detailed estimates for each option, summarize the positives and negatives associated with each concept and a final recommendation for a site that would be the quickest and most cost effective opportunity to accommodate the build for the prospective use and associated amenities. The engineer will attend a final meeting with the working group to present the final report.

Note: if additional meetings are required or if the engineering team is requested to attend any additional Client or public meeting to discuss and present the concept options and recommendation, they will be reimbursed at their current hourly rates for actual time expended.

Proposed Fee: \$ 1,600.00
 Written: ONE THOUSAND SIX HUNDRED & $\frac{XX}{100}$
 Task Total Hours: 8
 Task Loaded Hourly Rate: \$ 200.00

TOTAL FEE FOR ALL REQUIRED WORK LISTED ABOVE AND AS DESCRIBED IN THE RFP.

Total Proposed Fee: \$ 41,600.00
 Written: FORTY ONE THOUSAND SIX HUNDRED & $\frac{XX}{100}$

AS SUBMITTED:

Company Name: BENJAMIN V. DUTO, III, P.E. LLC
 Responding Corporate Officer: BENJAMIN V. DUTO, III
 Title: PRINCIPAL
 Signature: [Handwritten Signature]
 Date: 6/7/24

Bid # Bus Lot Site Study

NON-COLLUSION AFFIDAVIT

STATE OF VT COUNTY OF Fairfield

I, BENJAMIN V. DOTO III being first duly sworn, deposes and says that:

1. I am BENJAMIN V. DOTO III of B. DOTO, III, P.E. LLC, the bidder that has submitted the attached request for bid for BUS LOT LOCATION STUDY;

2. I am fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;

3. Such bid/proposal is genuine and is not a collusive or sham bid;

4. Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of New Fairfield and/or BOE or any person interested in the proposed bid;

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signed B. V. DOTO III

Title PRINCIPAL

Subscribed and sworn to before this 4th day of June, 2024.

B. V. DOTO

**Bryan V. Doto
Commissioner of Superior Court**

My commission expires _____