

To: Town of Ulysses, NY

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FROM: MRB Group

DATE: April 5, 2024

MRB GROUP PROJECT NO: 2104.24001

RE: TOWN OF ULYSSES – SCOPING ASSISTANCE

Project #1 – Highway Barn Emergency Generator

- It is expected that the cost of the project will require a public bid where a formal Front-End Contract will be required. A contract, technical specification(s) and a site plan will be required for a Construction Contract to be Advertised for Public Bid.
- Engineers Opinion of Probable Cost
 - o General Conditions = \$5,000.00
 - o Electrical Equipment = \$29,000.00
 - o Conduit and Wire = \$15,000.00
 - o Excavation/Sitework = \$8,500.00
 - o Subtotal = \$57,500.00
 - o Contractor OH&P (15%) = \$8,625.00
 - o **Construction Subtotal = \$66,125.00**
 - o **Contingency (20%) = \$13,225.00**
 - o **Construction Total = \$79,350.00**
- Engineering
 - o Design Documents = \$12,500.00
 - o Bidding = \$2,000.00
 - o CA/CO = \$7,250.00
 - o **Engineering Total = \$21,750.00**
- **Total Project Cost = \$101,100.00**

- Design Documents
 - o Initial kick-off meeting to confirm location and size of generator. Work with Highway Superintendent on documenting desired equipment location and existing electrical usage at Highway Garage.

- Development of front-end contract documents in Engineers Joint Contract Documents Committee (EJCDC) Format to be developed for a Public Bid.
- Provide a site plan drawing for documenting proposed site work for Perspective Bidders to use in developing a construction cost estimate.
- Provide a single line diagram documenting electrical improvements to incorporate 22 KW Generator and Automatic Transfer Switch.
- Engineer to publish Contract Documents with a Plan Room for access of documents by perspective bidders.
- Bidding
 - Engineer to address questions from contractors during public bid period. The public bid period for a job of this size will typically be 30 days.
 - Engineer to call and solicit potential bidders.
 - Engineer to attend Bid Opening and draft a recommendation letter to Town Board for award to apparent low bidder.
- Construction Administration (CA)
 - Engineer will work with apparent low bidder on receiving all necessary bonds/insurances prior to issuing a Notice of Award. Notice of Awards will be coordinated with the Owner for execution of Agreement and Notice to Proceeds executed with Contractor.
 - Engineers will receive the submittals for equipment/materials on the project and will review/approve prior to incorporation into the project. The owner will be provided with a copy of the approved documents.
 - Engineers will provide final closeout paperwork including operational and maintenance manuals.
 - Total Cost of Services = \$5,120.00 (Lump Sum)
- Construction Observation (CO)
 - Perform four (4) 4-hour site visits to perform spot inspection services for work completed. One (1) visit will be dedicated to a walk-through for closeout purposes and developing a punchlist.
 - 16 hours @ \$105/hour = \$1,680.00
 - Travel 150 miles @ \$0.67/mile x 4 trips = \$450.00
 - Total Observation Cost = \$2,130 (hourly, NTE)