

RESOLUTION NO. 2023- 529

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH MANDERS MERIGHI PORTADIN FARRELL ARCHITECTS LLC, VINELAND, NJ TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES RELATED TO RENOVATIONS OF THE W. PARK AVENUE AND N. WEST AVENUE FACILITY FOR DEPARTMENT OF PUBLIC WORKS AND ENGINEERING DIVISION OFFICES, IN AN AMOUNT NOT TO EXCEED \$129,600.00.

WHEREAS, the City Council of the City of Vineland has adopted Resolution No. 2023-37, a Resolution pre-qualifying certain firms to submit proposals for as needed Architectural and Engineering Services; and

WHEREAS, the City of Vineland has a need for Professional Architectural and Engineering Services related to Renovations of the W. Park Avenue and N. West Avenue facility for Department of Public Works and Engineering Division Offices; and

WHEREAS, the Director of Municipal Utilities has recommended that a contract for the required services be awarded to Manders Merighi Portadin Farrell Architects LLC, Vineland, NJ, in accordance with Professional Services Contract No. C23-0011 and Manders Merighi Portadin Farrell's proposal dated September 25, 2023, pursuant to a fair and open process; and

WHEREAS, this contract is awarded in an amount not to exceed \$129,600.00; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq) requires that the Resolution authorizing the award of contract for Professional Services without competitive bidding and the contract itself must be available for public inspection.

1. NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for Professional Architectural and Engineering Services related to Renovations of the W. Park Avenue and N. West Avenue facility for Department of Public Works and Engineering Division Offices be awarded to Manders Merighi Portadin Farrell Architects LLC, Vineland, NJ, in accordance with Professional Services Contract No. C23-0011 and in accordance with proposal dated September 25, 2023, pursuant to a fair and open process, in an amount not to exceed \$129,600.00.

Adopted:

President of Council

ATTEST:

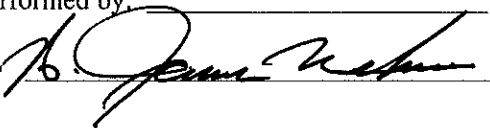
City Clerk

**REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**

10/31/2023

(DATE)

1. Service (detailed description): Architectural and Engineering Renovations to new Public Works
and Engineering Department building located at West Park Ave and N. West Ave
2. Amount to be Awarded: \$ 129,600.00
☒ Encumber Total Award
☐ Encumber by Supplemental Release
3. Amount Budgeted: \$ _____
4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____
5. **Account Number to be Charged: C-04-00-000-2323-78007
6. Contract Period: _____
7. Date To Be Awarded: 11/28/2023
8. Recommended Vendor and Address: Manders Merighi Portadin / Farrell Architects LLC
1138 E. Chestnut Ave / Vineland, NJ 08360
9. Justification for Vendor Recommendation: (attach add'l information for Council review)
see attached proposal

- ☐ Non-Fair & Open (Pay-to-Play documents required)
☒ Fair & Open: How was RFP advertised? _____
10. Evaluation Performed by: _____
11. Approved by: 

12. Attachments:
☒ Awarding Proposal
☐ Other: _____
 - Send Original to: Purchasing Department
 - Send Copy to: Business Administration

**** If more than one account #, provide break down**

N:/agendas/sample/RFP evaluation

manders merighi portadin farrell



September 25, 2023

Mr. H. James Neher, Director of Public Works & Property
City of Vineland
1086 East Walnut Road
Vineland, NJ 08360

Mr. David J. Maillet, P.E., City Engineer
City of Vineland
640 East Wood Street
PO Box 1508
Vineland, NJ 08360-1508

**Re: Engineering Department/Public Works Department Renovations
Proposal Number 23.088P**

Dear Jim and DJ,

On behalf of Manders Merighi Portadin Farrell Architects I am pleased to present the following proposal for architectural and engineering services related to renovations to an existing one story approximately 9,000 sf building located at West Park Avenue and North West Avenue in Vineland, NJ. Our proposal is based on information provided by each of you regarding program and staffing. We have also visited the existing Public Works facility located on East Walnut Road and the existing Engineering Department located in City Hall. Once renovations are completed, the building will contain private office space, general office space, conference rooms, break rooms, toilet rooms, storage areas, and all required support spaces deemed necessary by both occupants.

Included in our fee proposal is the design of mechanical, plumbing, and electrical systems. Our proposed fee is for interior renovations only, with the exception of adding windows at selected existing exterior door openings. We will also complete a survey of the current building configuration in order to generate an accurate existing conditions floor plan drawing. Excluded from this proposal are civil and structural engineering services, hazardous materials investigations and remediation, legal fees, and costs related to the reproduction of drawings and specifications.

For the work described above we are proposing a fixed fee of one hundred and twenty-nine thousand six hundred (\$129,600.00) dollars. Our fee will be divided into the following (5) phases: schematic design, design development, construction documents, bidding & negotiations, and construction administration. We will meet with you and your staff at project startup to review the program and any possible restrictions. We will develop plans for Owner approval, review options for the design of mechanical, electrical and plumbing systems, and complete drawings and specifications for bidders. We will respond to RFI's during bidding and assist you in evaluating bids and selecting a contractor. During construction we will review shop drawings, evaluate payment applications, respond to RFI's, attend job meetings, and complete a punch list inspection upon project completion.

I would like to thank you for allowing us to submit this proposal. Please let me know if you have any comments or questions regarding any of the information provided. We look forward to working with both of you and your staff as this project moves forward.

Very Truly Yours,

A handwritten signature in dark ink, appearing to be "Ron Portadin", is written over a horizontal line. The signature is stylized with a large, sweeping loop at the end.

Ron Portadin, AIA
RP/clh