

REQUEST FOR PROPOSALS FOR A CONSULTANT & DESIGN ENGINEER

La Casa De Don Pedro Weatherization Assistance Program is hereby posting Notice that proposals are being accepted to provide written professional consultant engineering design build services for a 400 unit multifamily residential property located at 455 Elizabeth Avenue Newark, NJ 07102 .

Proposals should be divided into two phases: 1) Pre construction phase and 2) Construction phase and include timeline expectations.

Engineers are requested to submit proposals that includes the following but not limited to based on their professional experience:

Separate engineering consultant cost for design built evaluation services for window and window support replacement.

1. Review existing windows and conduct on-site surveys of the existing structure.
2. Prepare design build specification for the installation of new customized energy efficient high-rise commercial windows and supporting frame to be installed.
3. Provide project management and oversight that includes attending meetings, attend bid meetings, and attend pre-construction meetings with contractors and subcontractors.
4. Review all contractors bid documents to ensure bid specifications meet engineers recommendations.
5. Attend periodic progress meetings in order to monitor project progress.
6. Provide a timeline work schedule.
7. Review and approve shop drawings.
8. Review and provide final punch list preparation for all contractors.
9. Provide final site visit and provide close out documents.

Separate engineering consultant cost for design built evaluation services for heating system replacement.

1. Review the existing boiler plans and conduct on-site surveys to verify the “as built” configurations of the mechanical systems serving the existing structure.
2. Perform Heat Loss calculations on the building.
3. Prepare design build specification for the installation of a new efficient heating system and necessary components.
4. Prepare piping diagram of boiler room piping.
5. Review the existing building plans and conduct on site surveys to verify the “as built configuration of the electrical systems serving the existing heating systems.
6. Prepare a design build specification for the installation of new electrical requirements to serve the new heating system and domestic hot water heating systems.
7. Review the existing building plans and conduct on site surveys to verify the “as built” configurations of the domestic hot water heating system serving the existing structure.
8. Calculate the domestic hot water heating requirements.
9. Prepare specifications and piping diagram for the installation of new domestic hot water heating systems to supplement or replace the existing domestic hot water system.
10. Provide project management and oversight which includes attending meetings, attend bid meetings, and attend pre-construction meetings with HVAC contractors and subcontractors.
11. Review all contractors bid documents to ensure bid specifications meet engineers recommendations.
12. Attend periodic progress meetings in order to monitor project progress.
13. Provide a timeline work schedule.
14. Review and approve shop drawings.
15. Review and provide final punch list preparation for all mechanical and electrical contractors.
16. Provide final site visit and provide close out documents.

Separate engineering consultant cost for design built evaluation services for mechanical roof ventilation, kitchen and bathroom ventilation:

1. Review the existing building plans and conduct on-site surveys to verify the “as-built” configurations of the existing mechanical system and shafts serving the apartments.
2. Create a floor plan for the existing exhaust registers and fans.
3. Oversee the testing of the existing exhaust fans.
4. Present the findings, options, cost estimates, and the report to designated personnel.

5. Produce a firm scope of work for the design phase.
6. Design new exhaust fans and registers to the new code ventilation requirements
7. Create AutoCAD backgrounds of the building. Floor plans of the building are to be provided. If scaled drawings are not available, an additional fee will be required.
8. Prepare electrical design drawings for the mechanical upgrades if needed to improve ventilation.
9. Prepare technical specifications for the mechanical and electrical construction and for contractors to bid.
10. Prepare electrical design drawings for the mechanical upgrades.
11. Prepare technical specifications for the mechanical and electrical construction and for contractors to bid.

All proposals should include engineers reasonable rate cost for entire services and hourly rate that may incur outside this proposal/work scope and should include additional fees and their limitations.

Proposals are due no later than 11:00 am eastern time on Monday March 13, 2023. Proposals can be submitted via postal mail to Norma Sessa La Casa De Don Pedro 317 Roseville Avenue Newark, NJ 07107, or via courier drop off. Emailed proposals will not be accepted.

La Casa de Don Pedro reserves the right to accept or reject any or all proposal(s) for the whole or any part of the work and can waive any terms or conditions or informalities that are not deemed relevant or critical as they may deem necessary for the best interest of La Casa de Don Pedro and program requirements.

Davis Bacon and Prevailing Wage required under this project for engineers, contractors and subcontractors.

MBE Engineers are encouraged to submit a proposal. Bidders are required to comply with the provisions of NJSA 10:2-1 through 10:2-4 and Public Law 1975c 127 dealing with discrimination in employment on public contracts.

By order of

Norma Sessa
Program Director

- Project funded by the NJ Department of Community Affairs Weatherization Assistance Program and administered by La Casa De Don Pedro. La Casa De Don Pedro is a 503(c) non-profit community based social service organization – www.lacasanwk.org