

October 18, 2022

Ms. Antonina Tantillo
Town Manager
Town of Townsend
141 Main Street
Townsend, DE 19734

**RE: Proposal to Provide Professional Engineering Design Services
for the Town of Townsend Pole Barn Building**

Dear Ms. Tantillo:

REMINGTON & VERNICK ENGINEERS is pleased to submit this proposal to provide Engineering Design Services for the preparation of design plans and specifications for the construction of a 50'x50'x16' pole barn building located along South Street in Townsend, Delaware.

The engineering design services for this project will include geotechnical, architectural, structural, mechanical (HVAC), plumbing, and electrical design. These services will include the preparation of final plans and specifications required for obtaining approvals, permits, and bidding of the project. Our scope of work for each of these services will include the following:

DESIGN PHASE

- Geotechnical:
 - Perform geotechnical investigation of the existing site at the proposed building location.
 - Prepare a geotechnical report to identify the existing subsurface conditions and provide recommendations for the foundation design and site improvements.
- Architectural:
 - Prepare conceptual building plans and layouts based upon coordination with the Town personnel for the proposed building.
 - Coordinate with the Town personnel to obtain approval for the conceptual plans prior to proceeding with the final plan development phase.
 - Prepare final building plans, sections, details, and specifications as required to identify the scope of work for the proposed building.
 - Select building finishes in coordination with the Town personnel.
- Structural:
 - Provide structural design for the pole barn-type building foundation systems based on the recommendation from the geotechnical report.
 - Provide miscellaneous structural plans, details, and specifications as required for any site or building improvements.
 - Coordinate with the pole barn building manufacturer and provide required details and specifications for the proposed building systems.

- Mechanical:
 - Perform heating & ventilation calculations in accordance with all applicable codes and standards.
 - Design H&V system to include exhaust fan(s) and electric unit heaters.
 - The mechanical design does not include air conditioning or dehumidification for the proposed building
- Plumbing:
 - Provide plumbing design for one (1) single-occupant toilet room.
 - Design general area floor drains.
 - Design general hose bibbs and wall hydrants as necessary.
 - The plumbing design will consist of domestic water distribution piping and accessories, and sanitary drain and vent piping for the above-listed items.
 - The plumbing design does not include a new automatic fire sprinkler system.
- Electrical:
 - Perform calculations of lighting levels, power distribution, and other electrical calculations required to design the project.
 - Design the lighting system, fire alarm system, security camera, and card access, and power distribution system as necessary to support the proposed building.
 - The electrical system design does not include emergency power systems (generators), solar panel design, or other work not specifically listed herein.

BIDDING SUPPORT PHASE

- Prepare responses for addenda or bulletins to clarify the intent of the project documents, as required during the bidding period.
- Review and respond to requests for information during the bidding period.
- Attend a pre-bid meeting during the bidding period.
- Provide a review of shop drawings and submittals.
- Review and respond to requests for information during construction.

CONSTRUCTION ADMINISTRATION & INSPECTION PHASE

- Attend progress meetings during construction on an as-needed basis to address issues related to the design plans and details.
- Coordinate pre-construction meeting with Contractor.
- Provide periodic inspection during construction to verify compliance with the contract documents.
- Provide construction administration services including review and recommendation of payment requests.

EXCLUSIONS

Please note that the above scope of work does not include the following services.

- **Additional Survey:** This proposal does not include survey services; however, if additional information is required to complete the site plans; our office can provide a separate proposal for these services once the scope of work is defined during the design phase of the project.
- **Submission of Plans and Specification for permitting or planning/zoning board applications:** This proposal does not include these services; however, our office can provide a separate proposal for these services if required.

REMINGTON & VERNICK ENGINEERS will provide all engineering design services as noted above for a not to exceed fee of \$53,900.00.

Design	\$30,400.00
Bidding Support	\$3,400.00
<u>Construction Administration & Inspection</u>	<u>\$20,100.00</u>
TOTAL	\$53,900.00

We trust the information provided meets your requirements for this project. Should you have any questions or require additional information, please do not hesitate to contact our office at (302) 266-0212, extension 3002.

Sincerely,
REMINGTON & VERNICK ENGINEERS
By



Christopher J. Fazio, P.E., C.M.E.
Executive Vice President

CJF/ev

cc: Edwin Van-Otoo, PE
Kenneth Ressler, PE