



Via E-Mail (jcarr@yonkerspublicschools.org)

January 29, 2020

Mr. John Carr, P.E.
School Facilities Management Department
Yonkers Public Schools
One Larkin Center, 3rd Floor
Yonkers, NY 10701

**Re: Consulting Services for HVAC Upgrades
Saunders Trades and Technical High School
YPS Request for Proposal Number 420-19-18**

Dear Mr. Carr:

LiRo Engineers, Inc. (LiRo) is pleased to submit this proposal to provide design services for the above-referenced project at Saunders Trades and Technical High School. Work shall be executed under the terms and conditions of LiRo's agreement with Yonkers Public Schools (YPS) Contract CP10881.

1. Project Background

The existing HVAC systems at Saunders make use of existing underground ducts to deliver conditioned air and provide ventilation. The School Facilities Management Department (SFMD) for YPS is upgrading the HVAC systems eliminate usage of underground ducts as part of an environmental remediation effort. LiRo provided design services for a design intent report that identified design recommendations to upgrade HVAC systems at Saunders. SFMD would now like to proceed with the design recommendations and requests a proposal from LiRo to complete the design.

The design will include the following five (5) systems:

1. Cafeteria – provide new rooftop packaged unit and create new shaft to reach 1st floor and new soffit for air distribution.
2. Administrative offices – re-route ductwork from existing unit up through projector room and over the roof to reconnect to existing above-ground ductwork risers.
3. Main lobby – re-route ductwork from existing unit, create new duct penetrations and enclosures in existing spaces.
4. Auditorium – provide new rooftop packaged unit and create new ductwork system, creating new penetrations and shafts.
5. Unit ventilators in various spaces on the first floor – disconnect existing units from existing ducts, which will be capped and sealed, provide new ductwork routing to the existing concrete area ways in soffits and vertical enclosures as needed to provide new ductwork routing for fresh air intake of the unit ventilators. Provide new unit ventilators selections if existing unit ventilators cannot accommodate proposed ductwork modifications.

Refer to LiRo's design intent report (dated January 8th, 2020) for more detailed information about the scope, size and character of the entire project.



2. Scope of Services

Design services to include:

1. Complete plans and specifications for the five (5) systems identified above.
2. Environmental remediation plans and specs.
3. Mechanical, Electrical, Fire Alarm construction plans that reflect existing conditions and proposed measures.
4. Structural plans and details to support the HVAC modifications, including:
 - a. Roof and exterior wall opening framing details for new penetrations with ductwork and piping
 - b. Interior floor opening framing for new duct penetrations
 - c. Design of new structural steel to support roof top units
 - d. Detail and/or spec. to create new window wells/area ways on 1st FL exterior wall to accommodate new fresh air intake louver for classroom unit ventilators
5. Architectural plans and details to support the HVAC modifications, including:
 - a. Roofing patching and details for new steel post ups, roof curbs and duct and pipe penetrations
 - b. Details for new duct and pipe penetrations of existing exterior and interior walls
 - c. Soffit detailing in existing spaces to run ductwork below ceilings
 - d. Detail and spec. new screen walls for new rooftop equipment
 - e. Detail and spec. to create new window wells/area ways on 1st FL exterior wall to accommodate new fresh air intake louver for classroom unit ventilators
6. Updated Construction Cost Estimate based on developed Construction Documents.
7. Documentation required for SED.
8. Bidding and negotiation services including attendance at the pre-bid conference, responses to RFIs, issuances of Addendums, and attendance at pre-award interview.

3. Project Team

LiRo will act as the prime consultant and will provide MEP, environmental, structural, and cost estimating services. LiRo will engage Fuller and D'Angelo PC as a subconsultant for architectural services.

4. Compensation

LiRo proposes the following lump sum fees per milestone:

1. 90% Construction Documents:	\$125,000.00
2. 100% Construction Documents:	\$65,000.00
Total:	\$190,000.00

LiRo anticipates reimbursables will not exceed 5% of the contract value (\$9,500). LiRo will bill reimbursables under the purchase order associated with the design intent report.



5. Assumptions

LiRo assumes the following:

1. Construction management services can be provided upon request by LiRo but are excluded from this proposal.
2. Energy calculations and LEED documentation are excluded.
3. LiRo will not investigate systems besides those listed in the design intent report and will not implement changes in scope until agreed upon between YPS and LiRo.
4. Environmental sampling and testing in addition to the design intent report effort shall be billed hourly as a reimbursable.
5. Engineering services during construction are excluded from this proposal.
6. LiRo anticipates YPS will submit the 100% CD package for procurement and SED filing and will assist in those efforts as requested by YPS.

We appreciate the opportunity to submit this proposal and look forward to the project. Should you require additional information or wish to discuss our proposal in more detail please contact me at 516-938-5476.

Sincerely,

A handwritten signature in black ink that reads "Jonah Allaben".

Jonah Allaben
Senior Associate Vice President
LiRo Engineers, Inc.