



**YONKERS  
PUBLIC SCHOOLS**



**CITY OF YONKERS / YONKERS PUBLIC SCHOOLS  
SCHOOL FACILITIES MANAGEMENT**

One Larkin Center – 3<sup>rd</sup> floor  
Yonkers, NY 10701  
Phone: 914.376.8008

**Request for Proposal RFP No. 420-24-04  
Environmental Project Monitoring Services  
for  
School Facilities Management Department**

**Yonkers Public School**

**Capital Project #10875, 10931 & 10956**

For Issue on April 30, 2024  
Response Due Date: May 3, 2024

This is a request for proposals (RFP) to perform Environmental Project Monitoring Services for the School Facilities Management Dept. Capital Improvement Project (SFMD) of the Yonkers Public Schools (YPS). This RFP will be the basis, in part or in whole, of an Agreement between the successful proposer and the YPS for the work described at the rates and schedule proposed herein and/or as amended by negotiation.

Submit proposals electronically via email to:

Lee Pavone, Senior Mechanical Engineer, School Facilities Management  
[lpavone@yonkerspublicschools.org](mailto:lpavone@yonkerspublicschools.org)

PLEASE NOTE: This is a request for prices and schedules only. We know your qualifications. Please do not spend any time to send any extraneous stuff.

## **PART 1 - THE CONSULTANT'S RESPONSIBILITIES**

The selected Environmental Consulting Firm hereinafter referred to as the "Consultant", shall perform the scope of services as outlined in RFQ-460, Articles 4.2 & 4.5.

The successful candidate will be required to provide Environmental Project Monitoring Services for the capital project(s) listed below. The Consultant will provide necessary staff required to successfully manage the Project in accordance Environmental Protection Agency AHERA, New York State Code Rule 56, and NY State Education Department Regulations and with contract documents and Project Schedule.

### **CIP #10875**

CIP 10875 is for the "Roof, Heating Plant & Window Replacement and Interior Upgrades" at Martin Luther King, Jr. Academy and has total project cost (including soft costs) of \$6.3 million. Project scope of work includes but is not limited curtain wall window replacement, roof replacement, HVAC upgrades for Main Office Suite and Cafeteria, ADA upgrades to select toilet rooms and window AC upgrades for all classrooms.

Environmental project monitoring will be required for the abatement of asbestos and PCB containing materials. The consultant shall include time to perform reviews of asbestos submittals, schedules and project closeout documents. The consultant shall perform the necessary hazardous materials sampling and testing required for monitoring the abatement of hazardous materials. The consultant shall include requisite reporting.

The Consultant shall refer to the Hazardous Materials (HM) drawings, Division 2 Hazardous Materials Remediation Specifications, and Construction Milestone Schedules issued under Bids IFB-7035A and IFB-7084.

### **CIP #10931**

CIP 10931 is for the "Gym Complex and Site Upgrades" at Lincoln High School which includes:

- Replacement of the Gymnasium bleachers, radiator enclosures and painting of interior finishes.
- Replacement of acoustical ceilings & casework and painting of interior finishes.
- Exterior site improvements along Kneeland Avenue which include adding student seating & tables, lawn restoration and cleaning of concrete sidewalks.

Environmental project monitoring will be required for the abatement of 150 sq.ft. vinyl asbestos floor tile being room at two locations in the gymnasium.

### **CIP #10956**

CIP 10956 "Part 2 of Playground & Building Upgrades" at Paideia School 15 work includes replacement of gym floor, lighting, doors and finishes.

Environmental project monitoring will be required for the abatement of School’s gym pour in place sports flooring which was found to contain mercury.

**PART 2 – GENERAL SUBMISSION REQUIREMENTS AND FORMAT**

**2.03 RFP/CONTRACT AWARD TIMETABLE (ANTICIPATED)\***

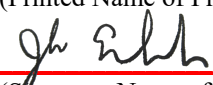
Issuance Date: April 30, 2024  
 Pre-Response Conference Call: Not Applicable  
 Questions cut-off date: Not Applicable.  
 Response Due Date: May 3, 2024, at 3:00 pm  
 BOE Assignment Approval: June 2024

**PART 3 – FEE SCHEDULE:**

**3.01 COMPENSATION FOR SERVICES**

The fee will be based on Services rendered and billed in accordance with the Consultant’s “On-Call” Contract hourly rates, sample & testing rates and against the set allocated budget for the Capital Project set by the YPS, as listed in the Part 3 - Fee Schedule, Part 3.01. for Environmental/Engineering Services for Hazardous Materials Project Monitoring.

PART 3 - FEE SCHEDULE				
	SCHOOL	CIP	AMOUNT (Includes Soft Costs)	SCHOOL FACILITIES MANAGEMENT ESTIMATED ALLOCATED ENVIRONMENTAL CONSULTANT FEE TO BE ASSIGNED
<b>Part 3.01 Compensation for Services Fee:</b>	Martin Luther King, Jr. Academy	10875	\$6,300,000	35,000.00
	Lincoln High School	10931	\$1,600,000	\$7,500.00
	Paideia School 15	10956	\$1,000,000	\$7,500.00
<b>TOTALS</b>			<b>\$8,900,000</b>	<b>\$50,000.00</b>
<b>Part 3.02 Consultants Proposed Markup on Reimbursables: 15 %</b>				

Eisenbach & Ruhnke Engineering PC 291 Genesee Street, Utica, NY 13501  
 (Name of Proposing Firm) (Street Address, City, State Zip)  
 Jack Eisenbach  
 (Printed Name of Proposer)  
 05/07/2024  
 (Signature Name of Proposer) (Month Day, Year)

- A. Courier travel time will only be allowed from the project site to the lab and from the lab back to the project site.
- B. The YPS has the right to negotiate with one or more Proposers, or to reject any or all Proposers as it may determine in its sole and absolute discretion.
- C. The YPS reserves the right to request the submission of Best and Final Offers from those Proposers who, after the conclusion of such negotiations, are still under consideration for award. **A Proposer shall not have any rights against the YPS arising from an invitation to enter negotiations or to submit a Best and Final Offer.**

### **3.02 REIMBURSABLES**

Expenses such as printing, shipping or increase in deliverables beyond that listed elsewhere, incurred by the Consultant that are directly and solely required to complete the work in this proposal will be reimbursed by the YPS in accordance with the Consultants "On-Call" Contract and **Budget** listed in Table Part 3.01 Fee Proposal and Consultants proposed Markup listed in Table 3, Part 3.02. Copies of receipts are required to receive reimbursement. Travel, lodging and meals will not be compensated *without prior written authorization* to do so by the YPS.

### **3.03 COMPENSATION FOR ADDITIONAL SERVICES**

For additional services of the Consultant, beyond the scope of work described herein, the Consultant shall be compensated by a time and material basis as per the discretion of the YPS, in accordance with Consultant's "On-Call" Contract and compensated under Part 3.01.

### **3.04 PAYMENTS**

Unless indicated otherwise, payments for services shall be billed and payable on a monthly basis. All requests for payment (requisitions) *must include the following*:

1. Cover letter on the Consultant's letterhead with original signature requesting payment. This letter must indicate:
  - a) YPS Contract No.
  - b) YPS Purchase Order No.
  - c) The Project Number (PO) being billed
  - d) Original PO amount
  - e) PO amendments (if any) and revised contract amount
  - f) Requisition No.
  - g) The period of time covered by this requisition.
  - h) Invoice Numbers covered by this requisition.
  - i) Lists of attachments.
  - j) Summary of amount due for this requisition and amount left in PO.
2. Original back-up receipts for reimbursables.
3. Employee time sheets.
4. Original receipts for all items being billed as reimbursables.