



Petersburg Municipal Building
Onsite Contract Administration
Architect Project Review

April 26, 2016

Summary

The Municipal Building renovation project budget includes \$180,000 for "contract administration" and the project has an additional \$180,000 in budgeted design money that has not yet been spent.

The Borough, as asked for by the Assembly, has received a proposal (Exhibit A) from MRV/Corey Wall for the remaining design inspection, and for increased project supervision. This proposal is for approximately \$324,000.

This is broken down as follows; \$125,000 for Architectural Services, \$159,000 for Engineering and special consulting¹, and \$39,000 for reimbursable travel. Total \$324,000.

We have received a proposal for contract Administration in the amount not to exceed of \$145,000.

If the Borough Assembly awards both the MRV contract (\$324,000), and a contract for onsite contract administration at full value (\$145,000), the project will be over budget by \$109,000.

Recommendation

After reviewing the RFP submissions, and the Architect's proposal, I recommend the following:

1. Award of the Contract Administration to Susort Construction Services, for an amount not to exceed \$145,000. In addition, I would recommend authorizing the Borough Manager to negotiate with Susort Construction Services and MRV to reduce the costs of their proposals.
2. Approve the MRV contract for an amount not to exceed \$324,000, and authorize the Borough Manager to negotiate this fee structure with MRV.

¹ The engineering and special consulting includes, \$15K for asbestos abatement, and the remainder of the \$159K for various engineering experts to be available for meetings, and onsite review of various electrical, structural and mechanical installations within the project.