

**MOTION A**

July 20, 2023

**REGARDING**

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Motion to approve a professional services agreement with Desman, Inc. to conduct the annual condition surveys and inspections of Union Station Garage, Union Station Building, and State Street Station facilities for FY2023/2024 for capital budget preparation for FY 2024/2025.

**PURPOSE**

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To prepare annual condition surveys of Union Station Garage, Union Station Building, and State Street Station facilities. Desman, Inc. was selected as a result of request for proposals from qualified firms, as per NHPA Board action of July 18, 2023. These facilities will be studied along with NHPA's other structured facilities, separately paid.

**COST**

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The total cost for the Union Station Campus facilities is \$16,062.50, broken out as follows:

Union Station Garage	\$ 5,452.50
Union Station Building	\$ 6,365.00
State Street Station	\$ 4,245.00
Total	\$16,062.50

**FUNDING**

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Union Station Campus Operating Accounts

**RECOMMENDATION**

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Enter into agreement with Desman, Inc. for the Fiscal Year 2023/2024 condition surveys.

July 20, 2023

**MOVED THAT THE NEW HAVEN UNION STATION PARTNERSHIP OPERATIONS COMMITTEE HEREBY APPROVES THE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE NEW HAVEN PARKING AUTHORITY, AS STATION MANAGER, PARKING MANAGER AND BROKERAGE MANAGER, WITH DESMAN, INC., THE DESIGNATED CONSULTANT AS A RESULT OF REQUEST FOR PROPOSALS FROM QUALIFIED FIRMS AND AS PER NHPA BOARD ACTION OF JULY 18, 2023, TO CONDUCT CONDITION SURVEYS AND INSPECTIONS OF UNION STATION GARAGE, UNION STATION BUILDING AND STATE STREET STATION FACILITIES FOR FY 2023/2024, IN AN AMOUNT EQUAL TO \$16,062.50.**

At a Regular Meeting of the New Haven Union Station Partnership Operations Committee (OC) meeting, duly warned and open to the public, held at 232 George Street, New Haven, CT and via Zoom teleconference at 1:00 p.m. on Thursday, July 20, 2023, Members of the OC being present, the above Motion was proposed by Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, put to vote and unanimously adopted.

Certified to be a true and correct copy.

\_\_\_\_\_  
Secretary



To: New Haven Union Station Operations Committee Members

From: Douglas Hausladen, NHPA

Re: Designated On-Call Engineering Consultants and Annual Condition Surveys

Date: July 19, 2023

On a periodic basis, New Haven Parking Authority requests proposals from engineering firms to serve as NHPA's engineering consultants and to perform annual condition surveys. The NHPA Board of Commissioners recently selected Desman, Inc. and their subconsultant team to prepare annual condition surveys of New Haven Parking Authority's structures it manages, including the Union Station Campus facilities of Union Station Garage, Union Station Building and State Street Station; perform design and construction contract administration/inspection services for major capital improvement projects; and perform miscellaneous professional services, all on an as-needed, on-call basis.

A copy of the approved Board Motion is attached along with the annual condition survey fees for the Union Station Campus facilities and their standard hourly rates. Please let me know if you would like a full copy of their proposals or any of the others not selected.

We soon plan to engage Desman to start its condition surveys for use in the capital budget preparation for FY 2024/2025. An Operations Committee motion for approval will be prepared.

Thank you.

DESMAN, Inc.

Proposer's Name

**PROPOSED ALL-INCLUSIVE FEES FOR CONDITION SURVEYS ( Union Station Campus only):**

<u>FACILITY</u>	<u>YEAR 1</u> <u>(FY 23/24)</u>	<u>YEAR 2</u> <u>(FY 24/25)</u>	<u>YEAR 3</u> <u>(FY 25/26)</u>	<u>YEAR 4</u> <u>(FY 26/27)</u>	<u>YEAR 5</u> <u>(FY 27/28)</u>	<u>TOTAL FOR 5 YEARS</u>
Union Station Garage	\$ 5,452.50	\$ 5,452.50	\$ 5,452.50	\$ 5,452.50	\$ 5,452.50	27,262.50
Union Station Building	\$ 6,365.00	\$ 6,365.00	\$ 6,365.00	\$ 6,365.00	\$ 6,365.00	31,825.50
State Street Station	\$ 4,245.00	\$ 4,245.00	\$ 4,245.00	\$ 4,245.00	\$ 4,245.00	21,225.50
<b>TOTAL</b>	<b>\$ 16,062.50</b>	<b>\$ 16,062.50</b>	<b>\$ 16,062.50</b>	<b>\$ 16,062.50</b>	<b>\$ 16,062.50</b>	<b>80,312.50</b>

Note: The Union Station Campus facilities, consisting of the Union Station Garage, Union Station Building and State Street Station, are presently covered under a Management Agreement with the City of New Haven, for which the New Haven Parking Authority ("NHPA") has responsibilities as the Station Manager and Parking Manager pursuant to the July 2022 New Haven Union Station Lease, Operating and Funding Agreement between the State of Connecticut and the City of New Haven ("LOFA"). NHPA's Management Agreement with the City expires on June 30, 2027. The professional services agreement with the selected consultant may be assigned to another party designated by the State of Connecticut Department of Transportation and the City of New Haven in the event NHPA is no longer the Station Manager or Parking Manager upon expiration of the term of the Management Agreement, or otherwise the services provided to NHPA for the Union Station Campus will be terminated.

## 2023 CORPORATE HOURLY RATES

The current rates listed herein are subject to adjustment in accordance with the normal salary review practices of DESMAN. Our current hourly rates for 2023 are as listed below:

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$290.00
Project Manager	\$220.00
Senior Engineer/Planner/Architect	\$210.00
Engineer/Planner/Architect	\$190.00
Designer/Revit	\$170.00
Draftsperson/CADD Operator	\$135.00
Technician	\$130.00
Data Collector	\$110.00
Clerical	\$100.00
Attendance at Hearings/After-Hour Presentations	\$400.00
Expert Witness	\$450.00
Litigation-Related Consulting	\$350.00

**Note:** Rates effective through December 31, 2023

July 18, 2023

## **REGARDING**

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Motion to select and designate Desman, Inc. and their subconsultants to serve as New Haven Parking Authority's engineering consultants, as needed, and to engage Desman, Inc. to conduct the annual condition surveys and inspections of New Haven Parking Authority's structured facilities for a 5-year period through June 30, 2028.

## **PURPOSE**

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To prepare annual condition surveys of New Haven Parking Authority's parking structures, the Under-Air Rights Garage surface lot, Union Station Building and State Street Station; perform design and construction contract administration/inspection services for major capital improvement projects; and perform miscellaneous professional services, all on an as-needed, on-call basis and subject to the approval of the Board or Executive Director as applicable for each individual professional service agreement.

## **COST**

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The fees for the annual condition surveys and standard hourly rates are included in the proposal and listed in the summary enclosure. Fees for major construction projects are to be negotiated and depend upon the size and complexity of the project.

## **FUNDING**

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As per approved Operating and Capital Budgets, subject to the funding availability.

## **DISCUSSION**

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On a periodic basis, New Haven Parking Authority requests proposals from engineering firms to serve as NHPA's engineering consultants and to perform annual condition surveys. Legal advertisements were posted in in the New Haven Register, LaVoz, New Haven Independent, and Inner-City News. The advertising was also placed on NHPA's website. Four proposals were received on July 6, 2023:

- Desman Inc. of Rocky Hill, Connecticut
- Walker Consultants of New York, NY
- O & S Associates of New York, NY
- Ahneman Kirby, LLC (AKL) of Riverside, CT

These proposals were reviewed and are summarized in the enclosure entitled: *Summary Review of Proposals Received for Professional Engineering Services, Condition Surveys and On-Call Needs, New Haven Parking Authority Facilities, NHPA Project #23-070.*

A review committee consisting of Jim Staniewicz, Chief Engineer of New Haven Parking Authority and Peter Zannis of Turner Construction (Program Manager) reviewed the proposals. It is their unanimous recommendation to select Desman, Inc. based on their written proposal, understanding of needs, experience, competitive fees, and a superior and comprehensive subconsultant team that can fully address New Haven Parking Authority's needs and is also reflective of outstanding MBE and New Haven based outreach. Desman, Inc. and its subconsultant team are fully capable of providing the necessary services that NHPA requires and they have performed their services in the past in an exemplary fashion.

## **RECOMMENDATION**

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Designate Desman, Inc. and their subconsultants to serve as New Haven Parking Authority's engineering consultants, and to perform the annual condition surveys for a 5-year period through June 30, 2028.

July 18, 2023

**MOVED THAT THE NEW HAVEN PARKING AUTHORITY HEREBY SELECTS AND DESIGNATES DESMAN, INC. AND THEIR SUBCONSULTANTS TO SERVE AS ITS ON-CALL ENGINEERING CONSULTANTS FOR A FIVE (5) YEAR TERM SUBJECT TO TERMINATION AT THE NEW HAVEN PARKING AUTHORITY'S SOLE DISCRETION. THE ON-CALL STATUS IS NOT AN EXCLUSIVE ONE; NEW HAVEN PARKING AUTHORITY RESERVES THE RIGHT TO CONTRACT WITH OTHER ENTITIES FOR SIMILAR SERVICES. FOR EACH PROJECT THAT NEW HAVEN PARKING AUTHORITY REQUIRES THE SERVICES OF DESMAN, INC. OR THEIR SUBCONSULTANTS, AN INDIVIDUAL PROFESSIONAL SERVICE AGREEMENT WILL BE NEGOTIATED AND APPROVED BY NEW HAVEN PARKING AUTHORITY'S BOARD OF COMMISSIONERS OR EXECUTIVE DIRECTOR, AS APPLICABLE.**

**ADDITIONALLY, IT IS MOVED THAT THE CHAIRMAN, OR IN HIS ABSENCE THE VICE CHAIRMAN, BE AND HEREBY IS AUTHORIZED ON BEHALF OF NEW HAVEN PARKING AUTHORITY TO ENTER INTO PROFESSIONAL SERVICES AGREEMENTS WITH DESMAN, INC. TO CONDUCT CONDITION SURVEYS AND INSPECTIONS OF NEW HAVEN PARKING AUTHORITY'S STRUCTURED FACILITIES FOR A FIVE-YEAR PERIOD, IN AN AMOUNT NOT TO EXCEED TO \$291,855.00. AN INDIVIDUAL AGREEMENT WILL BE PREPARED FOR EACH FISCAL YEAR.**

At a Regular Meeting of the New Haven Parking Authority, duly warned and open to the public, held at the 232 George Street Office and via Zoom teleconference at 5:30 p.m. on Tuesday, July 18, 2023, Commissioners of the Authority being present, the above Motion was proposed by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, put to vote and unanimously adopted.

Certified to be a true and correct copy.

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Douglas Hausladen  
Secretary



SUMMARY REVIEW OF PROPOSALS RECEIVED FOR  
PROFESSIONAL ENGINEERING SERVICES  
CONDITION SURVEYS AND ON-CALL NEEDS  
NEW HAVEN PARKING AUTHORITY FACILITIES  
PROJECT #23-070

Project Manager's Office Location	Desman	Walker Consultants	O&S	AKL
Primary Character of Services	Rocky Hill, CT Engineering and architecture, consulting	New York, NY Planning, design, engineering, forensics, restoration and building envelope consulting	New York, NY Architecture and engineering consulting	Riverside, CT Surveying, civil and structural engineering, permitting, and geospatial analysis
Registered with Dept of Consumer Protection in CT	Yes	Yes	Yes (Ind. renewal pending)	Yes
Years in business designing renovations to parking garages	50	40	27	18
Annual dollar value and percentage of work related to renovations of parking garages	\$5,800,000 40 %	\$31,800,000 44%	\$8,000,000 40%	No info provided. Did not respond to item.
Experience with parking structure renovations	Extensive. Has experience in CT	Extensive. Has experience in CT	Significant and includes a variety of projects in CT, NY, and PA	Limited experience
Experience with historic structures	Significant and includes experience in CT. Also retains a specialist subconsultant.	Describes broad general experience but mentions only one specific award-winning project in NY	Lists some experience in NY, PA and GA	No specific projects mentioned.
Experience with transportation facilities	Significant, including CT experience	Some experience in NY, VA and CT (Stamford)	No CT experience. Has some experience in NY&NJ	General experience working with CTDOT, MTA/MIN and Amtrak.
<b>Proposed fees for annual condition surveys (all facilities)</b>				
Year 1	\$53,480.00	\$142,300.00	\$111,750.00	\$422,093.00
Year 2	\$65,707.50	\$114,000.00	\$64,500.00	\$444,193.00
Year 3	\$53,480.00	\$103,400.00	\$40,500.00	\$464,302.30
Year 4	\$53,480.00	\$106,300.00	\$40,500.00	\$464,302.30
Year 5	\$65,707/50	\$126,700.00	\$83,250.00	\$537,473.53
<b>TOTAL</b>	<b>\$291,855.00</b>	<b>\$592,700.00</b>	<b>\$340,500.00</b>	<b>\$2,332,364.13</b>
<b>Standard Hourly Rates for Selected Positions:</b>				
Principal	\$290	\$325	\$250	\$180
Project Manager	\$220	\$245	\$200	\$150
Senior Engineer	\$210	\$240	\$200	\$130
Field Inspector	\$130	N/A	\$150	\$100

<p><b>Estimated Design Fee for Hypothetical Project:</b></p> <p>\$ 300,000 estimated construction cost          \$1,000,000 estimated construction cost          \$3,000,000 estimated construction cost</p>	<p>Depending on size and complexity</p> <p>7% - 11%          5% - 10%          3% - 8%</p>	<p>Depending on size and complexity*</p> <p>~7%          ~3%          ~1.5%          * with extras for subconsultants, not specified</p>	<p>Depending on size only</p> <p>15%          ~12%          ~7.5%</p>	<p>Depending on size</p> <p>10%-15%          8%-12%          6%-10%</p>
<p><b>Proposed Subconsultants:</b></p>	<p>Silver-Petrucelli, <b>SBE</b> (MEP); Svigals + Partners, <b>SBE, NHB</b> (architecture) with Patriquin Architects <b>WBE, NHB</b>; Tighe &amp; Bond (site/civil, traffic &amp; environmental) with Cabezas DeAngelis, <b>MBE</b> (site support) and Martinez Couch &amp; Associates, <b>MBE</b> (surveying); Introba (security eng.); Sterling (independent elevator consultant); MERJE (graphics &amp; signage); Jablonski Building Conservation, <b>WBE</b> (historic conservation); Integrated Design &amp; Construction, <b>MBE, NHB</b> (cost estimation and misc. support); Test-Con, Inc., <b>MBE</b> (material testing); Material Testing Inc., <b>SBE, NHB</b> (material testing); Freeman Companies, <b>MBE</b> (inspection); WC McBride Electrical, <b>MBE</b> (electrical testing and investigation support); Ruotolo Mechanical, <b>SBE, NHB</b> (mechanical testing and inspection support);</p>	<p>Structural and architectural elements and limited MEP performed in-house. VHB will provide civil and landscaping design. No other specialties mentioned.</p>	<p>No subcontractors proposed. Performs in-house engineering, architecture, MEP, HVAC and civil. No other specialties mentioned.</p>	<p>Carl Mecky Architecture &amp; Planning (architecture and preservation), Lumina Lidar, LLC, <b>MBE</b> (crack and spall detection and computation services), Peterson Engineering Group, LLC (MEP engineering). No other specialties mentioned.</p>

	<p>Advanced Reprographics <b>WBE</b> (printing/photocopies); Studio 5411 (renderings); Connecticut Counts, LLC, <b>MBE</b> (traffic counting)</p>			
<b>MBE Outreach</b>	<p>Outstanding outreach. Has included a broad range of specialty consultants who are <b>MBEs</b>, <b>WBES</b> and <b>SBES</b>, many of whom are New Haven based (<b>NHB</b>). Desman is itself registered as an <b>MBE</b> in NY and NJ, with reciprocity in CT.</p>	<p>No outreach demonstrated for this proposal.</p>	<p>No outreach demonstrated for this proposal. O&amp;S is itself registered as an <b>MBE</b> in NY and NJ.</p>	<p>Proposes to use Lumina Lidar, LLC, an <b>MBE</b>. No other outreach discussed.</p>
<b>Committee Rating</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>

July 20, 2023

**REGARDING**

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Motion to approve a professional services agreement with Desman, Inc. to provide professional design and engineering services for Interior Wayfinding Signage at Union Station Building, NHPA Project #23-054.

**PURPOSE**

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To design new interior wayfinding signage at Union Station Building, as identified in the MERJE report "Interior Signage Wayfinding Analysis," dated April 2, 2019, and based on the selection by the New Haven Union Station Operation Committee of design scheme Option1. MERJE will be the designated signage/graphics design subconsultant to Desman, Inc.

**COST**

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The total cost of the professional services agreement for the Interior Wayfinding Signage at Union Station Building is not to exceed \$150,000.00, broken out as follows:

<b>Scope of Services</b>	<b>Unit of Compensation</b>	<b>Cost</b>
Schematic Design Phase	Lump Sum	\$ 25,000.00
Design Development Phase	Lump Sum	\$ 30,000.00
Construction Documents Phase	Lump Sum	\$ 30,000.00
Bidding Phase	Lump Sum	\$ 5,000.00
Construction Administration Phase	Hourly; Allowance N.T.E.	\$ 30,000.00
Additional Services, as needed	Hourly; Allowance N.T.E.	\$ 25,000.00
Reimbursable Expenses, as needed	Allowance N.T.E.	\$ 5,000.00
<b>Total</b>		<b>\$150,000.00</b>

**FUNDING**

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Union Station capital reserves and/or State Bond Funds.

**RECOMMENDATION**

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Enter into agreement with Desman, Inc. to provide professional design and engineering services for Interior Wayfinding Signage at Union Station Building, NHPA Project #23-054.

July 20, 2023

**MOVED THAT THE NEW HAVEN UNION STATION PARTNERSHIP OPERATIONS COMMITTEE HEREBY APPROVES THE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE NEW HAVEN PARKING AUTHORITY, AS STATION MANAGER, PARKING MANAGER AND BROKERAGE MANAGER, WITH DESMAN, INC., THE DESIGNATED CONSULTANT AS A RESULT OF REQUEST FOR PROPOSALS FROM QUALIFIED FIRMS AND AS PER NHPA BOARD ACTION OF JULY 18, 2023, TO PROVIDE PROFESSIONAL DESIGN AND ENGINEERING SERVICES FOR INTERIOR WAYFINDING SIGNAGE AT UNION STATION BUILDING, NHPA PROJECT #23-054, IN AN AMOUNT NOT TO EXCEED \$150,000.00.**

At a Regular Meeting of the New Haven Union Station Partnership Operations Committee (OC) meeting, duly warned and open to the public, held at 232 George Street, New Haven, CT and via Zoom teleconference at 1:00 p.m. on Thursday, July 20, 2023, Members of the OC being present, the above Motion was proposed by Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, put to vote and unanimously adopted.

Certified to be a true and correct copy.

\_\_\_\_\_  
Secretary

July 13, 2023

**NEW HAVEN PARKING AUTHORITY**

232 George Street  
New Haven, CT 06510

ATTN: Mr. Douglas Hausladen  
Executive Director

RE: Restoration Engineering Services  
▪ Union Station - Internal Wayfinding Signage  
New Haven, Connecticut  
NHPA Project No. 23-054

Dear Mr. Hausladen:

Pursuant to our discussions with Mr. James Staniewicz, P.E., in relation to the implementation of replacement and installation of new interior wayfinding signage at the Union Station Building, **DESMAN** is pleased to submit this proposal for the provision of engineering services to address The New Haven Parking Authority's capital needs at the aforementioned property that have been identified for implementation during Fiscal Year 2023.

**DESMAN's** proposed scope of services will include, but not be limited to, the preparation and packaging of bid and construction documents for designated work that **DESMAN** identified within the report of "Interior Signage Wayfinding Analysis," prepared by **MERJE**, to address the following items of work to be implemented this fiscal year (FY 2023). Per recent discussions with the Union Station Operations Committee, we understand that graphical Option 1 has been selected for implementation, and therefore this proposal shall be based upon that selection.

Work performed on this project will require technical input by **DESMAN's** preferred environmental graphics consultant, **MERJE**.

**SCOPE OF WORK:**

**TASK 1: SCHEMATIC DESIGN, DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:**

- A. As part of our services, **DESMAN** and its sub-consultant **MERJE** shall revisit the Union Station Building and update our understanding of the needs, regarding the designated work.
- B. **DESMAN** and its sub-consultant **MERJE** shall attend meeting(s) with **NHPA** and others, as required, to discuss program development and budget issues pertaining to the work. We assume that these meetings will consist of a combination of virtual and in-person meetings as appropriate.

- C. **DESMAN** and its sub-consultant **MERJE** shall inventory the existing signs and site review locations for appropriateness, available space, and general conditions. Based on the inventory and wayfinding requirements, **MERJE** shall prepare a preliminary sign location plan and typical messages.
- D. **MERJE** will prepare a preliminary message schedule and sign location plans for review, along with recommendations for improvements, and approval by **NHPA** and appropriate State and City representatives as may be necessary. Subsequently, upon review of comments, **MERJE** shall revise the message schedule and sign location plan for review and approval by **NHPA** and appropriate State and City representatives.
- E. Upon approval by **NHPA** and appropriate State and City representatives, **MERJE** shall finalize the functional aspects of program, size, materials, contrasts, nomenclature, typography, symbols, hardware, architectural elements, placement requirements. Incorporated into the selection of materials, **DESMAN** and **MERJE** shall offer recommendations for flexibility and adaptability for potential future changes in messaging.
- F. **MERJE** shall coordinate with applicable fabricators for preliminary pricing and constructability reviews, applying value engineering as appropriate.
- G. **DESMAN** and its sub-consultant, **MERJE** shall prepare technical specifications and drawings for each of the various individual bid items required in instituting the work outlining performance criteria during construction and specific warranty requirements.
- H. **DESMAN** and its sub-consultant, **MERJE** shall provide updated opinions of probable construction costs, including unit quantities and prices, as more detailed work requirements and procedures are developed.
- I. **DESMAN** and its sub-consultant, **MERJE** shall provide three (3) submissions of the Contract Documents during the design process for review by **NHPA** and appropriate State and City representatives as may be necessary.
- At approximately 30% complete (Schematic Design)
  - At approximately 60% complete (Concept Design)
  - At approximately 90% complete (Construction Documents)

Contract Documents shall be revised to reflect review comments, including revisions necessary to meet the budgetary constraints of the project. Each progress submission shall include an update of engineering estimate of probable construction costs. Progress documents shall be provided in electronic (PDF) format and transmitted via e-mail; however, paper copies may be provided upon request.

- J. **DESMAN** and its sub-consultant, **MERJE** shall meet with **NHPA** and appropriate State and City representatives, as required, to review each progress submission preliminary to incorporating changes into the final Contract Documents.

- K. **DESMAN** shall assist **NHPA** in preparation of all necessary documents for permit applications required by federal, state or local city agencies and attend meetings with said agencies to secure these permits.
- L. Contract Documents (drawings and specifications) for bidding purposes shall be provided to **NHPA** at actual cost of reproduction. The exact number of copies provided shall be as per **NHPA's** request.

**TASK 2: BIDDING:**

- A. **DESMAN** and its sub-consultant, **MERJE** shall review qualifications of Contractors with **NHPA** and others, as required, and make recommendations with regard to their invitation to bid.
- B. **DESMAN** and its sub-consultant, **MERJE** shall prepare all necessary addenda prior to bid openings or as otherwise might be required.
- C. **DESMAN** and its sub-consultant, **MERJE** shall attend bid openings and review bid proposals with **NHPA** and others, including attendance at a post-bid/pre-award meeting with the Apparent Low Bidder to verify the project understanding, and make final recommendations with regard to Contractor selection and award of construction contract. We assume that the bid opening and post-bid meetings will be held virtually.

**TASK 3: CONSTRUCTION ADMINISTRATION:**

- A. **DESMAN** will act as **NHPA's** agent in dealing with the Contractor, reviewing work performed to verify its substantial compliance with the Contract Documents. **DESMAN** will report to **NHPA** if work progress or work performance is in non-conformance with the Contract Documents.
- B. **DESMAN** will furnish **NHPA** with administrative assistance during the entire construction periods (i.e., until successful project closeout), including but not limited to conducting periodic job meetings, and preparing and distributing meeting minutes as directed by **NHPA**. In conjunction with periodic job meetings, a review of the work in progress shall be performed.
- C. **DESMAN** and its sub-consultant, **MERJE** will review requests for changes to the construction contract and make recommendations to **NHPA** on how to proceed. **DESMAN** will prepare all Change Orders, for approval by the parties involved, on forms prescribed by **NHPA**.
- D. **DESMAN** and its sub-consultant, **MERJE** will review and process all material/product data sheets and shop drawings submitted by the Contractor and make recommendations to **NHPA** with regard to further action required, or their acceptance.



- E. **DESMAN** will review applications and certificates for payment submitted by the Contractor and forward them to **NHPA** with recommendation for payment.
- F. Upon substantial completion of the project, **DESMAN** and its sub-consultant, **MERJE** shall assist **NHPA** in preparation of punch list of work items requiring remediation and/or repair by the Contractor prior to release of final payment and retainage amounts.
- G. **DESMAN** and its sub-consultant, **MERJE** shall carry out any services required by **NHPA** for the expeditious completion of the construction contract.

**TASK 4: ADDITIONAL SERVICES:**

During implementation of repairs the following items of work shall be performed at the specific request of **NHPA**. None of these items of work shall be performed without prior written authorization by **NHPA**, and shall be provided at **DESMAN**'s standard hourly rates in accordance with the attached hourly rate schedules, or at actual cost to **DESMAN** plus a 10% administrative fee for outside consultant services.

- A. Procure inspection and/or testing services for any material testing required by the specifications or requested by **NHPA** and not arranged or provided by the Contractor. Said inspection and/or testing services shall be provided at actual cost to **DESMAN** plus a 10% administrative fee.
- B. Revise the design for the project at the request of **NHPA** subsequent to the successful completion of Task 1. Work to include revisions to the design required due to unforeseen circumstances.
- C. Specialized outside consultant services retained to address various issues should they be required upon consultation and approval by **NHPA**.
- D. Upon completion of the project, incorporation of the contractor's as-built documentation into the **NHPA**'s record set of documents.

**PROJECT FEES:**

Based upon the scope of services outlined, **DESMAN** proposes the following engineering fees:

**TASK 1: DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:**

**1.1: SCHEMATIC DESIGN:**

Lump Sum	\$25,000.00
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**1.2 DESIGN DEVELOPMENT:**

Lump Sum	\$30,000.00
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**1.3: CONSTRUCTION DOCUMENTS:**

Lump Sum \$30,000.00

**SUB-TOTAL (Tasks 1.1, 1.2 & 1.3): \$85,000.00**

**TASK 2: BIDDING:**

Lump Sum \$5,000.00

**TASK 3: CONSTRUCTION ADMINISTRATION:**

Hourly Allowance (N.T.E.) \$30,000.00

**SUB-TOTAL (Tasks 1, 2 & 3): \$120,000.00**

**TASK 4: ADDITIONAL SERVICES:**

Hourly Allowance (N.T.E.) \$25,000.00

**REIMBURSABLE EXPENSES:**

Reimbursable expenses including travel, express mail/courier services, and reproduction costs (Based upon the total number of plans & specifications required by NHPA) shall be billed at Desman's direct cost or at direct cost plus 10% administrative fee as stipulated.

Total compensation for reimbursable expenses shall not exceed the amount specified without prior written authorization from NHPA.

Allowance \$5,000.00

**TOTAL (Tasks 1 – 4, inclusive of reimbursable expenses): \$150,000.00**

**PROJECT SCHEDULE:**

Based upon the services outlined, **DESMAN** shall complete each task as follows.

1. All services provided under Tasks 1.1, 1.2 & 1.3 are intended to be completed to facilitate bidding of all work by Spring 2024, or approximately a total of 9 months, consisting of 3 months per phase of design inclusive of applicable periods of review. The design schedule assumes receipt of a written notice to proceed by no later than August 1, 2023.

2. All services provided under Tasks 2, 3 and shall be carried out in conjunction with the construction contract accordingly.

In closing, **DESMAN** appreciates this opportunity of being considered for these consulting services. We trust that this proposal, as presented, is responsive to the specific requirements of the New Haven Parking Authority and the needs of this project.

Provided the proposal is acceptable, please provide appropriate written authorization so that we may proceed.

Sincerely,

**DESMAN**

Kenneth Sugarman  
Senior Associate

KDS:ks

Cc: James Staniewicz, NHPA

**DRAFT**

Union Station Internal Wayfinding Signage  
 NHPA Project #23-054  
 Hourly Break-down & Summary

Task/Hourly Rate	DESMAN				MERJE						TOTAL	Proposed TOTAL
	Principal	Project Manager			Principal	Sr. Designer	Graphic Designer					
Task 1.1 Schematic Design	2	\$580.00	24	\$5,280.00	52	\$9,100.00	52	\$7,020.00	52	\$5,720.00	\$27,700.00	\$25,000.00
Task 1.2 Design Development	2	\$580.00	24	\$5,280.00	66	\$11,550.00	66	\$8,910.00	66	\$7,260.00	\$33,580.00	\$30,000.00
Task 1.3 Construction Documents	2	\$580.00	48	\$10,560.00	52	\$9,100.00	52	\$7,020.00	52	\$5,720.00	\$32,980.00	\$30,000.00
sub-TOTAL:		\$1,740.00		\$21,120.00		\$29,750.00		\$22,950.00		\$18,700.00	\$94,260.00	\$85,000.00
Task 2: Bidding		\$0.00	12	\$2,640.00	8	\$1,400.00	8	\$1,080.00	8	\$880.00	\$6,000.00	\$5,000.00
Task 3: Construction Administration:		\$0.00	70	\$15,400.00	40	\$7,000.00	40	\$5,400.00	40	\$4,400.00	\$32,200.00	\$30,000.00
sub-TOTAL:		\$0.00		\$18,040.00		\$8,400.00		\$6,480.00		\$5,280.00	\$38,200.00	\$35,000.00
Task 4: Additional Services (as needed)											\$25,000.00	\$25,000.00
Reimbursable Expenses (as needed)											\$5,000.00	\$5,000.00
<b>TOTAL:</b>											<b>\$162,460.00</b>	<b>\$150,000.00</b>



ARCHITECTS  
STRUCTURAL ENGINEERS  
PLANNERS  
PARKING CONSULTANTS  
RESTORATION ENGINEERS  
GREEN PARKING CONSULTING

## 2023 CORPORATE HOURLY RATES

The current rates listed herein are subject to adjustment in accordance with the normal salary review practices of DESMAN. Our current hourly rates for 2023 are as listed below:

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$290.00
Project Manager	\$220.00
Senior Engineer/Planner/Architect	\$210.00
Engineer/Planner/Architect	\$190.00
Designer/Revit	\$170.00
Draftsperson/CADD Operator	\$135.00
Technician	\$130.00
Data Collector	\$110.00
Clerical	\$100.00
Attendance at Hearings/After-Hour Presentations	\$400.00
Expert Witness	\$450.00
Litigation-Related Consulting	\$350.00

**Note:** Rates effective through December 31, 2023

Submitted By: MERJE  
120 N. Church St., Suite 208  
West Chester, PA 19380  
484-266-0648

Contact: John Bosio  
jbosio@merjedesign.com  
215.801.5722

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## HOURLY BILLING RATES

### MERJE

Principal In Charge	\$ 175	Wayfinding, Lead Design and Presentations
Senior Designer	\$ 135	Design, Planning and Presentations
Graphic Designer	\$ 110	Design Assistance, Field Work & Production
Jr. Designer	\$ 90	Production / Field Assistance

July 20, 2023

**REGARDING**

Motion to approve a professional services agreement with Desman, Inc. to provide professional engineering and architectural services for Enabling Project – Phase 1 at Union Station Building, NHPA Project #23-051.

**PURPOSE**

To provide required professional engineering and architectural services throughout the stages of design, procurement, testing/inspection and construction for the Enabling Project – Phase 1 at Union Station Building. The items in this project include the following:

- Group 1: Main lobby seating and removal of storefronts;
- Group 2: Outdoor flex seating, outdoor patio, casual/semi-self-service restaurant, pizza kitchen;
- Group 3: New family restroom, new men's and women's restrooms;
- Group 4: Bicycle station/garage concession space (design only);
- Group 5: Mechanical, Electrical & Plumbing (MEP) Upgrades.

**COST**

The total cost of the professional services agreement for the Enabling Projects – Phase 1 at Union Station Building is not to exceed \$855,000.00, broken out as follows:

<b>Scope of Services</b>	<b>Unit of Compensation</b>	<b>Cost</b>
Scanning and modeling of existing conditions	Hourly; Allowance N.T.E.	\$ 35,000.00
Group 1 Design Services	Lump Sum	\$140,000.00
Group 2 Design Services	Lump Sum	\$130,000.00
Group 3 Design Services	Lump Sum	\$115,000.00
Group 4 Design Services	Lump Sum	\$170,000.00
Group 5 Design Services	Lump Sum	\$ 95,000.00
Bidding Phase Services	Hourly; Allowance N.T.E.	\$ 10,000.00
Construction Administration Phase Services	Hourly; Allowance N.T.E.	\$100,000.00
Additional Services, as needed	Hourly; Allowance N.T.E.	\$ 50,000.00
Reimbursable Expenses, as needed	Allowance N.T.E.	\$ 10,000.00
<b>Total</b>		<b>\$855,000.00</b>

## FUNDING

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Union Station capital reserves and/or State Bond Funds.

## RECOMMENDATION

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Motion to approve a professional services agreement with Desman, Inc. to provide professional engineering and architectural services for Enabling Project – Phase 1 at Union Station Building, NHPA Project #23-051.



July 20, 2023

**MOVED THAT THE NEW HAVEN UNION STATION PARTNERSHIP OPERATIONS COMMITTEE HEREBY APPROVES THE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE NEW HAVEN PARKING AUTHORITY, AS STATION MANAGER, PARKING MANAGER AND BROKERAGE MANAGER, WITH DESMAN, INC., THE DESIGNATED CONSULTANT AS A RESULT OF REQUEST FOR PROPOSALS FROM QUALIFIED FIRMS AND AS PER NHPA BOARD ACTION OF JULY 18, 2023, TO PROVIDE PROFESSIONAL ENGINEERING AND ARCHITECTURAL SERVICES FOR ENABLING PROJECT – PHASE 1 AT UNION STATION BUILDING, NHPA PROJECT #23-051, IN AN AMOUNT NOT TO EXCEED \$855,000.00.**

At a Regular Meeting of the New Haven Union Station Partnership Operations Committee (OC) meeting, duly warned and open to the public, held at 232 George Street, New Haven, CT and via Zoom teleconference at 1:00 p.m. on Thursday, July 20, 2023, Members of the OC being present, the above Motion was proposed by Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, put to vote and unanimously adopted.

Certified to be a true and correct copy.

\_\_\_\_\_  
Secretary

July 14, 2023

**NEW HAVEN PARKING AUTHORITY/PARK NEW HAVEN**

232 George Street  
New Haven, CT 06510

ATTN: Mr. Douglas Hausladen  
Executive Director

RE: Restoration Engineering Services  
▪ Union Station – Enabling Project, Phase 1  
New Haven, Connecticut  
NHPA Project No. 23-051

Dear Mr. Hausladen:

Pursuant to our discussions with Mr. James Staniewicz, P.E., in relation to the implementation of various improvements at the Union Station Building, **DESMAN** is pleased to submit this proposal for the provision of architectural & engineering services to address The New Haven Parking Authority's capital needs at the aforementioned property that have been identified for implementation.

**DESMAN's** proposed scope of services will include, but not be limited to, the preparation and packaging of bid and construction documents for designated work that **DESMAN** has identified within the report of "Interior Improvements at the New Haven Union Station Building," primarily prepared by Svigals+Partners, and along with Silver/Petrucci + Associates,, to address the following items of work to be implemented this fiscal year (FY 2023). Per recent discussions with the Union Station Operations Committee, we understand that certain items have been selected for implementation, as follows (for purposes of design efficiency, we are assuming that certain similar work be packaged as shown); should adjustments need to be made, we propose to address those adjustments as Additional Services as appropriate:

- **Group 1:**
  - A1: Main Lobby Seating

The main lobby seating is intended to provide flexibility for the large hall (for travelers, events and the ability to provide a variety of choices for riders). In addition to providing flexible spaces, it is also intended to provide supplemental seating for the adjacent retail/food tenants and create a more inclusive station where the patrons can enjoy the space and find places for rest, waiting and relaxation. The Scope is anticipated to include removal of the designated existing wood benches, and providing new loose seating that would include a variety of seating options.

- **F1: Remove Storefronts**

The removal of the storefronts is intended to include the evaluation of the existing retail storefronts, providing suggestions for new storefront solutions. We understand that the objective is to create an open and inviting retail experience for the travelers.

- **Group 2:**

- **A2: Outdoor Flex Seating & Patio**

The outdoor flex seating and patio is expected to be a new amenity to Union Station. This outdoor space is intended to activate the outdoor space located between the existing parking garage and Union Station for public and private uses. This space may include expansion of hardscape, landscaping, new fencing, accessibility upgrades, power distribution, lighting and exterior furniture. In addition to being used for event planning such as farmers market, food trucks and other events the space is also anticipated to be used by the new restaurant space located in the northeast corner of the Union Station on the first floor for outdoor dining.

- **F3: Casual/Semi-Self Service Restaurant**

The work is anticipated to provide a quick service restaurant space, in conjunction with the outdoor flex seating & patio, and is expected to activate the north east side of station. We expect coordination to be needed with MEP and/or the potential future commissary kitchen. The design intent at this time is to "white box" the restaurant space and provide temporary life safety services so it will be prepared and ready for a potential restaurant use.

- **F5: Pizza Kitchen**

This work is anticipated to provide a Local Vendor—Pizza Oven / Convenience Grab and Go Counter to activate the lobby and bring an authentic local experience. We expect coordination to be needed with MEP and/or the potential future commissary kitchen. The design intent at this time is to "white box" the restaurant space and provide temporary life safety services so it will be prepared and ready for a potential restaurant use.

- **Group 3:**

- **B1: Family Restroom**

A new family restroom will provide supplemental toilet fixtures where an existing ATM is located, adjacent to the existing restrooms.

- B2: New Men's & Women's Restrooms

The new men's and women's restroom is intended to provide supplemental toilet fixtures for the overall station. The toilets will help provide a balanced distribution for toilet facilities and also provide redundant services in case one of the rest rooms needs to be closed for cleaning or repair. Associated with the new toilets, the design considers adding a janitors closet for general cleaning and maintenance. Due to the new rest rooms, consideration will be given for supplemental waterproofing to be added to the spaces located below the new toilets.

- **Group 4:**

- A3: Bike Station/Garage Concession Spaces

The Bike Station/Garage Concession Spaces is an amenity service that is intended to enhance Union Avenue and provide cycling resources to the Station. Associated with this renovation is the removal/decommissioning of the northern-most parking bay on the ground level of the Union Station Parking Garage to be converted into retail uses, public access to the station and bike storage/repair. Included in this renovation is the removal of the existing fencing and selective cutting of the precast building elements along Union Avenue, along with the "white box" of the space and provision of temporary life safety services so it will be prepared and ready for a potential tenant(s) use. The new renovation is anticipated to add new retail storefront(s) for future retail/commercial uses to help activate the pedestrian experience along Union Avenue. **We note, however, that our efforts related to this Group 4 will be limited to design only.**

- **Group 5:**

- Mechanical, Electrical & Plumbing Upgrades to the Building Infrastructure

Over the years, many tenants and uses have been located and installed throughout the building. While certain repairs and improvements have been implemented to address these and related issues over the years, this has resulted in a mixture of equipment vintages, inefficiencies of combining different types of equipment and therefore varying expectations of performance, such as the multiple HVAC units located in the rear of the Building, as well as outdated uses, such as the current metering system, and technologies limited by the configuration of the Building.

Therefore, included in this Group 5, we will review and identify potential modifications that may be implemented throughout the Building to update the infrastructure, as well as prepare it for future development and expansion, such as these Enabling Tasks; specific tasks will include review of feasibility, as well as other related program elements such as code requirements and/or limitations that may be required by **NHPA** for consideration, along with consideration of budgetary restrictions, followed then by design for implementation of those items determined to be feasible and practical based upon current or known conditions and/or expectations. Specifically, we anticipate the following tasks and goals:

- **DESMAN** and its sub-consultant, SPA, will review and consider the existing HVAC systems:
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing gas service:
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing domestic water, fire protection (sprinkler) and sanitary services:
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing electrical distribution and metering system, as well as emergency generator needs and capacity: *for purposes of the design, however, we anticipate that metering modifications may be limited to an owner-based/sub-metering system, or dependent on the finalization of certain tenant requirements currently undefined. Should a different metering system be desired, we will provide the design or further design as an Additional Service.*
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing telecommunications infrastructure and opportunities for distribution, growth and technology adjustments
- In conjunction with this effort, **DESMAN** and its sub-consultant, SPA, will also consider opportunities for sustainability improvements and/or enhancements. However, we anticipate that certain opportunities will be limited due to the nature of the Union Station Building being an existing building. *We therefore anticipate that this Work may be accomplished in phases: the first phase focusing on the existing conditions and the second phase being performed when the concept development for the future West Garage and South Hall is started and is being performed.*
- **DESMAN** and its sub-consultant, SPA, will consider what logistical limitations and/or restrictions may apply that may impact the potential work, as well as resulting impact to operations during the work,
- **DESMAN** and its sub-consultant, SPA, will consider what accessibility requirements may be anticipated for maintenance, cleaning, repair and other operational expectations; Due to challenges of access, related to previous repair projects such as the chiller, boiler and other larger equipment, **DESMAN** and its sub-consultant, SPA will review and consider opportunities for installation of a hatch into the basement,
- **DESMAN** and its sub-consultant, SPA, will prepare an opinion of probable construction cost of the modifications,
- **DESMAN** and its sub-consultant, SPA, will prepare a memorandum outlining and summarizing the feasibility and considerations.
- Since certain tasks are of an indeterminate level of effort and/or expense, we propose the following tasks as Additional Services. These items of work shall be performed at the specific request of **NHPA**. None of these items of work shall be performed without prior written authorization by **NHPA**, and shall be provided at **DESMAN**'s standard hourly rates in accordance with our on-call contract or at actual cost to **DESMAN** plus a 10% administrative fee for outside consultant services.

- We understand that the quality of water throughout the domestic water system of the Union Station Building has been questionable. We therefore will procure and arrange for appropriate testing services to test for common contaminants that may be present.
- We understand that corrosion and other deterioration has been observed throughout the plumbing and heating pipes of indeterminate causes; we therefore will procure and arrange for testing services to further investigate the potential causes of this deterioration.

Also, we understand that certain other related work may be implemented but the approach to that work is not yet fully defined, vetted and/or known, such as:

- A5: Decorative & Seasonal Overhead Ornaments/Art
- T1: Existing Tenant Relocation,
- As well as other Enabling Tasks not selected but having an impact nevertheless, such as K1, K2 and K3, and other items.

As applicable, this work may be addressed via other allowances, on-call trades and/or separate contract. Services for this work, if required, shall be provided as an Additional Service.

DESMAN anticipates that Work performed on this project will require technical input by our designated on-call team of sub-consultants, consisting of architectural consultant, Svigals + Partners (**Svigals**) with support from **Patriquin Architects (MBE)**, and mechanical & electrical consultant, Silver/Petrucci + Associates (**SPA**).

#### **SCOPE OF WORK:**

##### **TASK 0: SCANNING AND MODELING OF THE EXISTING CONDITIONS:**

- Although we have much historic documentation on the Union Station Building, many various projects have been done over the years, resulting in a mixed level of reliability of existing conditions. Therefore, prior to start of work, **DESMAN** will arrange for the modeling of the common areas of the 1<sup>st</sup> and 2<sup>nd</sup> floors of the Union Station Building, as well as the partial area of the Basement, limited to the area at the base of the escalators.
- The scanning will result in the development of BIM documentation, as well as CAD (.dwg & .pdf) of the conditions. This modeling will then be utilized in the design of the various work.

**TASK 1: SCHEMATIC DESIGN, DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:**

Regarding the **Groups 1, 2, 3, 4 & 5** we propose the following grouping of tasks, to be designated as follows:

- Task 1.1: Group 1**
- Task 1.2: Group 2**
- Task 1.3: Group 3**
- Task 1.4: Group 4**
- Task 1.5: Group 5**

For these tasks, we propose the following services:

- A. As part of our services, **DESMAN** and its sub-consultants shall revisit the Union Station Building and update our understanding of the needs, regarding the designated work.
- B. **DESMAN** and its sub-consultants shall attend meeting(s) with **NHPA** and others, as required, to discuss program development and budget issues pertaining to the work. We assume that these meetings will be held virtually.
- C. **DESMAN** and its sub-consultants shall prepare technical specifications and drawings for each of the various individual bid items required in instituting the work outlining performance criteria during construction and specific warranty requirements.
- D. **DESMAN** and its sub-consultants shall provide updated opinions of probable construction costs, including unit quantities and prices, as more detailed work requirements and procedures are developed.
- E. **DESMAN** and its sub-consultants shall provide three (3) submissions of the Contract Documents during the design process for review by **NHPA** and other representatives as may be necessary.
  - At approximately 30% complete (Schematic Design)
  - At approximately 60% complete (Concept Design)
  - At approximately 90% complete (Construction Documents)

Contract Documents shall be revised to reflect review comments, including revisions necessary to meet the budgetary constraints of the project. Each progress submission shall include an update of engineering estimate of probable construction costs. Progress documents shall be provided in electronic (PDF) format and transmitted via e-mail; however, paper copies may be provided upon request.

- F. **DESMAN** and its sub-consultants shall meet with **NHPA** and others, as required, to review each progress submission preliminary to incorporating changes into the final Contract Documents.

- G. **DESMAN** shall assist **NHPA** in preparation of all necessary documents for permit applications required by federal, state or local city agencies and attend meetings with said agencies to secure these permits.
- H. Contract Documents (drawings and specifications) for bidding purposes shall be provided to **NHPA** at actual cost of reproduction. The exact number of copies provided shall be as per **NHPA**'s request.

**TASK 2: BIDDING:**

- A. **DESMAN** and its sub-consultants shall review qualifications of Contractors with **NHPA** and others, as required, and make recommendations with regard to their invitation to bid.
- B. **DESMAN** and its sub-consultants shall attend pre-bid meeting(s) with **NHPA** and various Contractors to discuss various technical issues with regard to specific bidding and repair requirements.
- C. **DESMAN** and its sub-consultants shall prepare all necessary addenda prior to bid openings or as otherwise might be required.
- D. **DESMAN** and its sub-consultants shall attend bid openings and review bid proposals with **NHPA** and others, and make final recommendations with regard to Contractor selection and award of construction contract. We assume that the bid opening will be held virtually.

**TASK 3: CONSTRUCTION SUPPORT:**

- A. **DESMAN** will act as **NHPA**'s agent in dealing with the Contractor, reviewing work performed to verify its substantial compliance with the Contract Documents. **DESMAN** will report to **NHPA** if work progress or work performance is in non-conformance with the Contract Documents.
- B. **DESMAN** will furnish **NHPA** with administrative assistance during the entire construction periods (i.e., until successful project closeout), including but not limited to conducting periodic job meetings, and preparing and distributing meeting minutes as directed by **NHPA**. In conjunction with periodic job meetings, a review of the work in progress shall be performed.
- C. **DESMAN** and its sub-consultants will review requests for changes to the construction contract and make recommendations to **NHPA** on how to proceed. **DESMAN** will prepare all Change Orders, for approval by the parties involved, on forms prescribed by **NHPA**.
- D. **DESMAN** and its sub-consultants will review and process all material/product data sheets and shop drawings submitted by the Contractor and make recommendations to **NHPA** with regard to further action required, or their acceptance.



- E. **DESMAN** will review applications and certificates for payment submitted by the Contractor and forward them to **NHPA** with recommendation for payment.
- F. Upon substantial completion of the project, **DESMAN** and its sub-consultants shall assist **NHPA** in preparation of punch list of work items requiring remediation and/or repair by the Contractor prior to release of final payment and retainage amounts.
- G. **DESMAN** and its sub-consultants shall carry out any services required by **NHPA** for the expeditious completion of the construction contract.

**TASK 4: ADDITIONAL SERVICES:**

During implementation of the work, the following items of work shall be performed at the specific request of **NHPA**. None of these items of work shall be performed without prior written authorization by **NHPA**, and shall be provided at **DESMAN**'s standard hourly rates as presented later within this proposal or at actual cost to **DESMAN** plus a 10% administrative fee for outside consultant services.

- Specifically regarding Group 5, since certain tenant arrangements are not yet known, nor the impact of the potential future West Garage and South Hall development, we anticipate making certain assumptions based upon the current conditions of the various systems throughout the Building. While we will endeavor to identify opportunities for potential expansion and/or modifications, those opportunities will be based upon certain limitations understood to be currently feasible and practical. However, should we be requested to consider additional needs based upon these potential future needs, we will provide those efforts as an Additional Service.
- Address other Enabling Items not specifically identified and/or defined at this time, such as A5: Decorative & Seasonal Overhead Ornaments/Art, T1: Tenant Relocation, as well as other Enabling Tasks not selected but having an impact nevertheless, such as K1, K2 and K3, and other items.
- Preparation of renderings and/or graphics for depiction of expectations and/or display
- Since the quantity and extent of meetings and/or coordination with the various Parties is unknown at this time, we will provide attendance at the meetings as an Additional Service.
- Procure inspection and/or testing services for any material testing required by the specifications or requested by **NHPA** and not arranged or provided by the Contractor. Said inspection and/or testing services shall be provided at actual cost to **DESMAN** plus a 10% administrative fee.

- Revise the design for the project at the request of **NHPA** subsequent to the successful completion of Task 1. Work to include revisions to the design required due to unforeseen circumstances.
- Specialized outside consultant services retained to address various issues should they be required upon consultation and approval by **NHPA**.

**PROJECT FEES:**

Based upon the scope of services outlined, **DESMAN** proposes the following engineering fees:

**TASK 0: SCANNING AND MODELING OF THE EXISTING CONDITIONS:**

N.T.E. Allowance (N.T.E.) \$35,000.00

**TASK 1: DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:**

As noted, we propose the following to be billed as a percentage complete of the Design Development and Construction Documentation in accordance with the following percentages:

- At approximately 30% complete (Schematic Design)
- At approximately 60% complete (Concept Design)
- At approximately 90% complete (Construction Documents)
- 100% (complete and ready for Bidding)

<b>TASK 1.1</b>	Lump Sum	\$140,000.00
<b>TASK 1.2</b>	Lump Sum	\$130,000.00
<b>TASK 1.3</b>	Lump Sum	\$115,000.00
<b>Task 1.4</b>	Lump Sum	\$170,000.00
<b>Task 1.5</b>	Lump Sum	\$95,000.00
<b>SUB-TOTAL (Tasks 0, 1.1, 1.2, 1.3, 1.4 &amp; 1.5):</b>		<b>\$685,000.00</b>

**TASK 2: BIDDING:**

Since the extent of Bidding Assistance is unknown at this time, we propose to provide these services on an hourly basis.

Hourly Allowance (N.T.E.) \$10,000.00

**TASK 3: CONSTRUCTION SUPPORT:**

Since the extent of Construction Support is unknown at this time, we propose to provide these services on an hourly basis.

Hourly Allowance (N.T.E.) \$100,000.00

**SUB-TOTAL (Tasks 1, 2 & 3): \$795,000.00**

**TASK 4: ADDITIONAL SERVICES:**

Hourly Allowance (N.T.E.) \$50,000.00

**REIMBURSABLE EXPENSES:**

Reimbursable expenses including travel, express mail/courier services, and reproduction costs (Based upon the total number of plans & specifications required by NHPA) shall be billed at Desman's direct cost or at direct cost plus 10% administrative fee as stipulated.

Total compensation for reimbursable expenses shall not exceed the amount specified without prior written authorization from NHPA.

Allowance \$10,000.00

**TOTAL (Tasks 1 – 4, inclusive of reimbursable expenses): \$855,000.00**

The specified lump sum fee does not include any of the following:

- Specialized field and laboratory testing except as noted,
- Hazardous materials testing, mitigation design and removal
- Permits or fees of any kind
- Preparation of public filings or permits
- Construction management, such as the day-to-day oversight of the operations of the contractor

**PROJECT SCHEDULE:**

Based upon the services outlined, **DESMAN** shall complete each task within the time specified below:

- A. All services provided under Tasks 0 & 1 shall be completed to permit bidding of the project by late Spring 2024. The design schedule assumes approval of this Agreement by no later than August 15, 2023. Design schedule is inclusive of reasonable design review of each progress submission (approximately 14 calendar days) by NHPA.
- B. All services provided under Tasks 2, 3 & 4 shall be carried out in conjunction with the construction contract.

In closing, **DESMAN** appreciates this opportunity of being considered for these consulting services. We trust that this proposal, as presented, is responsive to the specific requirements of the New Haven Parking Authority and the needs of this project.

Provided the proposal is acceptable, please provide appropriate written authorization so that we may proceed.

Sincerely,

**DESMAN**  
Design Management

Kenneth Sugarman  
Senior Associate

KDS:ks

Cc: James Staniewicz, NHPA

Union Station - Enabling Project Phase 1  
 NHPA Project #23-051  
 Hourly Break-down & Summary

Task/Weekly Rate	DESMAN		SYGALS+PARTNERS			Shaw/Petrucci+Associates					TOTAL	2020 Bid TOTAL
	Principal	Project Manager	Principal	Project Architect	Designer Level 1	Principal	Eng/HVAC	Eng/P	Eng/FP	Eng/Elec		
Task 0: Scheduling & Modeling	Allowance										\$ 35,000.00	\$35,000.00
Task 1.1 Group 1 (A1, F1)	Lump Sum	4 \$1,160.00 80 \$17,800.00	22.5 \$5,375.00 257 \$41,040.00	599.5 \$55,950.00	16.0 \$8,325.00	32.0 \$4,354.00	24.0 \$1,288.00	25.0 \$3,425.00	35.0 \$4,735.00		\$141,113.00	\$140,000.00
Task 1.2 Group 2 (A2, F2, F5)	Lump Sum	4 \$1,160.00 80 \$17,800.00	70.0 \$4,600.00 186 \$29,760.00	423.5 \$42,350.00	12.0 \$2,472.00	80.0 \$10,560.00	60.0 \$8,220.00	40.0 \$5,480.00	62.0 \$8,434.00		\$131,095.00	\$130,000.00
Task 1.3 Group 3 (B1, B2)	Lump Sum	4 \$1,160.00 88 \$19,360.00	17.0 \$3,910.00 196 \$31,210.00	387.0 \$38,700.00	8.0 \$1,648.00	38.0 \$5,206.00	48.0 \$6,576.00	32.0 \$4,384.00	32.0 \$4,324.00		\$118,608.00	\$115,000.00
Task 1.4 Group 4 (A3)	Lump Sum	4 \$1,160.00 60 \$13,200.00	61.0 \$14,030.00 409 \$64,000.00	610.0 \$61,000.00	4.0 \$824.00	34.0 \$4,558.00	28.0 \$3,836.00	28.0 \$3,836.00	38.0 \$5,205.00		\$171,750.00	\$170,000.00
Task 1.5 Group 5 (M E P Upgrade)	Lump Sum	4 \$1,160.00 48 \$10,950.00			55.0 \$11,535.00	232.0 \$31,784.00	52.0 \$7,128.00	35.0 \$4,795.00	226.0 \$30,961.00		\$97,911.00	\$95,000.00
sub-TOTAL:		\$5,800.00 \$78,320.00	\$27,715.00 \$166,080.00	\$198,000.00	\$19,776.00	\$56,992.00	\$29,048.00	\$21,910.00	\$33,841.00	\$ 693,448.00	\$685,000.00	
Task 2: Bidding	Allowance									\$ 10,000.00	\$ 10,000.00	
Task 3: Construction Administration	Allowance									\$ 100,000.00	\$ 100,000.00	
Additional Services (as needed)	Allowance									\$ 50,000.00	\$ 50,000.00	
Reimbursable Expenses (as needed)	Allowance									\$ 10,000.00	\$ 10,000.00	
TOTAL:										\$ 843,448.00	\$ 855,000.00	

## 2023 CORPORATE HOURLY RATES

The current rates listed herein are subject to adjustment in accordance with the normal salary review practices of DESMAN. Our current hourly rates for 2023 are as listed below:

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$290.00
Project Manager	\$220.00
Senior Engineer/Planner/Architect	\$210.00
Engineer/Planner/Architect	\$190.00
Designer/Revit	\$170.00
Draftsperson/CADD Operator	\$135.00
Technician	\$130.00
Data Collector	\$110.00
Clerical	\$100.00
Attendance at Hearings/After-Hour Presentations	\$400.00
Expert Witness	\$450.00
Litigation-Related Consulting	\$350.00

**Note:** Rates effective through December 31, 2023

**HOURLY RATE SCHEDULE**

January 2023

Principal	\$230 per hour
Senior Technical/Planner/Lab Planner	\$180 per hour
Sr. Project Manager	\$180 per hour
Project Manager	\$160 per hour
Project Architect	\$160 per hour
Project Designer Level 3	\$140 per hour
Project Designer Level 2	\$125 per hour
Project Designer Level 1	\$100 per hour
Administration & Clerical	\$ 90 per hour



## STANDARD HOURLY RATES

2023

<u>Personnel</u>	<u>Hourly Rate</u>
Principal/Project Manager	\$206
Principal/Project Architect	\$191
Architect	\$153
Architectural Designer	\$128
Architectural Draftsperson	\$103
Principal M/E Engineer	\$206
Sr. Project Engineer/Manager	\$179
Project Engineer	\$137
Engineering Designer	\$123
Interior Designer	\$118
Construction Administrator/Building Official	\$133
Specification Writer	\$128
Administration	\$89