

SECTION 6B – PROPOSAL FORM

(ENVELOPE NO. 2 PROPOSAL)

**REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR THE
MUNICIPAL PARKING DEPARTMENT
PARKING FEASIBILITY STUDY, PLAN AND STRATEGY
FOR
COMMERCIAL NEIGHBORHOODS
(DBA #04-0016/CPO #2897127/SPO #2902299)**

PROPOSAL SHEET

Firm: Rich & Associates, Inc.

BASE BID PROPOSAL

Pursuant to and in compliance with the mandatory pre-submittal meeting on December 14, 2016 and the project specifications relating to the above-named project, the undersigned agrees to enter into an agreement with the Detroit Building Authority to complete the work for **Municipal Parking Department Parking Feasibility Study, Plan and Strategy for Commercial Neighborhoods** without delay substantially in the form attached hereto as Exhibit J.

The undersigned agrees to the price of:

Ninety-Five Thousand Dollars

(words)

\$ 95,000.00

(figures)

BID AUTHORIZED BY: David N. Rich

FIRM NAME: Rich & Associates, Inc.

DUNN & BRADSTREET NUMBER (DUNS #): 15-126-2680

CONTACT NAME: David N. Rich

ADDRESS: 26877 Northwestern Hwy., Suite 208, Southfield, MI. 48033

TELEPHONE: (248) 353-5080

FAX: (248) 353-3830 **E-MAIL ADDRESS:** dnrich@richassoc.com

DATE: January 3, 2017

ADDENDA

The undersigned has included in the base proposal the modifications to the work described in the following addenda received prior to the submission of this proposal.

ADDENDUM NO. 1_____

DATED December 16, 2016

ADDENDUM NO. 2_____

DATED December 16, 2016

ADDENDUM NO. _____

DATED _____

PROFESSIONAL RATES

Professional rates must be submitted attached to the Proposal Sheet. Any additional services requested by the Detroit Building Authority from the architectural/engineering firm will be negotiated between the Detroit Building Authority and the architectural/engineering firm.

CLEARANCES

Firms are required to have the following clearances from the City of Detroit Human Rights Department:

- Property Tax Clearance (See Attached Form Exhibit D)
- Income Tax Clearance (See Attached Form Exhibit E)
- Covenant of Equal Opportunity (See Attached Form Exhibit F)

Information regarding clearances and executive order requirements are available through:
City of Detroit Human Rights Department
Coleman A. Young Municipal Center
2 Woodward Avenue
Detroit, MI 48226
(313) 224-4950

CONTRACT

The Respondent agrees to enter into a contract with the Detroit Building Authority substantially in the form attached hereto as Exhibit J.

EXHIBITS

Exhibits A, B, C, D, E, F, G, H, I, J, K, L and M are a part of this Request for Proposals and are incorporated herein by this reference.

DESCRIPTION

The purpose of the City’s Commercial Neighborhoods Parking Feasibility Study is to analyze the opportunities and capital needs for parking in the city of Detroit and develop a parking master plan for the next 10 years that meets the needs of visitors, businesses, merchants, employees, and city residents, as more fully described in this Request for Qualification/Proposals (RFQ/P).

SCHEDULE

Mandatory Pre-Submittal Meeting	Wednesday, December 14, 2016 – 1:30 P.M.
RFQ/P Submittal Due	Wednesday, December 21, 2016 – 3:00 P.M.
Contract Approval (DBA Board)	Thursday, January 19, 2017
Notice to Proceed	Thursday, January 20, 2017
Feasibility Study (Due Date)	Friday, July 20, 2017

REFERENCES

Below, please list five (5) recently completed projects with contact information:

1. City of Des Moines Downtown Parking Master Plan
Contact: Jennifer McCoy – (515) 283-4549
2. Olympia Development - District Detroit Parking Master Plan
Contact: Michael McNally – (248) 721-3790
3. Midtown Detroit, Inc. - Techtown District Parking Master Plan
Contact: Susan Mosey - (313) 420-6000
4. City of South Bend Downtown Parking Master Plan
Contact: David Relos – (574) 235-5836
5. City of Royal Oak Parking Planning and Second Street Garage Design
Contact: Timothy Thwing – (248) 246-3280

Billing Rate Schedule

The following is a billing rate schedule per position for each key project team member.

Rich & Associates, Inc.	As of January 2017
Principal in Charge.....	\$190
Principal Architect.....	\$175
Principal Structural Engineer.....	\$165
Architect, Project Manager.....	\$160
Senior Planner, Project Manager.....	\$175
Project Architect.....	\$105 - \$135
Parking Planner.....	\$95 - \$120
Architectural Designer.....	\$95 - \$130
Architectural / Engineering Tech.....	\$85 - \$100
C.A.D. Technicians.....	\$65 - \$85
Clerical.....	\$55