



Request for Quote: Architect Services

Vendor Search Dates: Start: End:

Good morning,

We are soliciting quotes from qualified persons or companies to provide Architect Services. We are a tax exempt organization which should be taking into account for this proposal. This scope is for a single-family residential projects (listed below) located in Paterson, NJ. Once written request is received, we ask that all proposals are **submitted within 10 business days**. Any questions regarding this proposal can be sent to Diomedes Vargas, Construction Project Manager, Paterson Habitat for Humanity, via email: dee@patersonhabitat.org or call the office: **973-930-2849**, or Felix E. Rodriguez, Property Manager, via email: felix@patersonhabitat.org or call, **973-595-6868 ext 109**.

Addresses:

- | | | |
|----------------------|-------------|------------|
| 1. 231 Summer St | Block: 3610 | Lot: 25.02 |
| 2. 231-233 Summer St | Block: 3610 | Lot: 24.02 |
| 3. 235-237 Summer St | Block: 3610 | Lot: 24.01 |

Scope of Work by address:

- Design the following for a duplex building:
 - Provide initial consultation to determine scope of project.
 - Provide design of project based on initial consultation input and any follow-up conversations.
 - Provide electronic project plans and elevation drawings for initial review.
 - Coordinate engineering review of drawings and provide reimbursement receipt as needed
 - Be available for additional project design refinement meetings of the plans/elevations. As needed
 - Be available for final working drawings review meeting. As needed
 - Provide electronic working drawings to obtain bids from contractors.
 - Prepare 5 sealed drawings for permit submission including :
 - A-1.1 Foundation Plans
 - A-1.2 Framing Plans
 - A-2 .0 Floor Plans
 - A-3.0 Reflected Ceiling Plans, Electrical
 - A-4.0 Front and Rear Elevations
 - A-4.1 Side Elevations
 - A-4.2 Building Sections
 - A-5.0 Exterior Wall Details
 - A-5.1 Exterior Wall and Roof Details
 - A-5.2 Typical framing details
 - A-6.0 Energy star Notes and details
 - A-7.0 Plumbing Riser Diagrams

Project Clarifications

1. Contractor is responsible for site clean up
2. PHFH is responsible for permit costs.

3. Out-of-state sale, exempt from sales tax
4. PHFH is responsible for material.

Diomedes A Vargas

Project Manager

Passaic County Habitat for Humanity

146 North 1st Street, Paterson, NJ 07522

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Cell: **(973) 930-2849(prefered)**

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