

**Proposal Pricing Form**  
*for*  
**Construction Management (CM) Services**  
**for Middlesex Historic Town Hall**  
**Middlesex, Vermont**

To **Megan Nedzinski, Principal/Project Architect, Vermont Integrated Architecture,**  
[megan@vermontintegratedarchitecture.com](mailto:megan@vermontintegratedarchitecture.com)

Please provide the following information, costs and fees for your CM services Proposal for the Middlesex Historic Town Hall project. An allocation matrix is provided at the end of this document to clarify where you should assign your costs. **Note that this project is tax exempt.**

**1. Firm Name**

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**2. Pre-Construction Services Fee**

Provide a lump sum cost for Pre-Construction Services as described in the RFP Scope of Work and the associated AIA agreement documents:

Design Development:

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(Please enter the amount in numerical and long hand dollars)

Construction Documents and Bidding:

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(Please enter the amount in numerical and long hand dollars)

**3. Construction Management Services Fee**

Please provide a Construction Management Fee, as a percentage of the Cost of the Work, to also be used for additions or deductions to the Cost of the Work. Assume total construction budget values and

durations as noted below to set this fee, inclusive of all CM fees and General Condition Costs. Also assume that construction will start in spring 2025.

Pre-Construction Fee (Lump Sum - All Phases)	
Anticipated Cost of the Work	<b>\$1.7-1.8M</b>
Duration to be assumed	
Construction Start to be assumed	<b>Spring 2025</b>
CM Services Fee, <b>as a percentage of the Anticipated Cost of the Work</b>	

**4. General Conditions Costs**

Please provide a lump sum cost for General Conditions as described in the RFP Scope of Work and the associated AIA agreement documents, based on general schedule in the RFP document. Please attach a detailed cost breakdown of your General Conditions. Your General Conditions shall be exclusive of CM Services Fee and none of these items shall be considered as part of the Cost of the Work. Assume that construction will start in start in spring 2025.

Provide a base lump sum value for General Conditions for the construction values, start dates and durations as noted below: (Please enter the amounts in numerical and long hand dollars)

Anticipated Cost of the Work	<b>\$1.7-1.8M</b>
Duration to be assumed	
Construction Start to be assumed	<b>Spring 2025</b>
Gen Cond. <b>Lump Sum</b>	

**5. Performance and Payment Bond**

Please provide the cost, **as a percentage of the Cost of the Work**, of furnishing performance and payment bonds to cover the complete execution of the project payment of obligations associated with the project, assuming total construction budget values and durations as noted below, inclusive of all CM fees and General Condition Costs.

Anticipated Cost of the Work	\$1.7-1.8M
Duration to be assumed	
Construction Start to be assumed	Spring 2025
Performance and Payment Bond, as a percentage of the Anticipated Cost of the Work	

**6. Hourly Rates**

Please provide hourly rates for all company personnel. These rates shall not include mark-up for profit, bonuses, profit-sharing or incentives or other costs not directly related to the cost of each position, if applicable. Please provide rates in dollars per hour:

Project Manager \_\_\_\_\_

Assistant Project Manager \_\_\_\_\_

Project Estimator \_\_\_\_\_

Site Superintendent \_\_\_\_\_

Assistant Site Superintendent/Site Foreman \_\_\_\_\_

Safety Officer \_\_\_\_\_

Office Administrator \_\_\_\_\_

Other \_\_\_\_\_

Other \_\_\_\_\_

Other \_\_\_\_\_

**7. Certification**

By submission of this Proposal Pricing Form, the undersigned certifies that this pricing has been arrived at independently without consultation, communication or agreement as to any matter relating to these costs with any competitor.

The undersigned acknowledges the right of the Owner to accept or reject any or all Proposals.

Signed by \_\_\_\_\_  
(Provide your name)

Representing \_\_\_\_\_  
(Provide your company name)

Position \_\_\_\_\_  
(Provide your position within the company)

Date \_\_\_\_\_  
(Provide the date of submitting your proposal)

Telephone Numbers Business \_\_\_\_\_ Cell: \_\_\_\_\_  
(Provide your telephone numbers)

### **Cost Allocation Matrix**

The following price categories are to be included in the **Pre-Construction Services Fee**:

- Project Manager – Planning;
- Estimator;
- Scheduler;
- Superintendent – Constructability Review;
- Administrative Support – Planning.
- Printing and Reproductions

The following price categories are to be included in the **Construction Management Services Fee**:

- Profit;
- Project Executive;
- Corporate Officer's Salaries & Benefits;
- Home office overhead, rent, autos and travel;
- Interest on borrowed capital;
- Payroll and Bookkeeping expenses;
- General Liability Insurance;
- Worker's Compensation Insurance.

The following price categories are to be included in the **General Conditions Costs**:

- Project Manager
- Asst. Project Manager
- Project Engineer
- Estimator - Change Management
- Scheduler - Updating
- Full Time Superintendent
- Asst. Superintendent
- MEP Engineer/Manager
- Field Engineers
- Accounting
- Safety Officer
- Administrative Support

Purchasing  
Travel  
Project Vehicles  
Weekly Progress Photos  
Reproduction and Printing  
Submittals & Shop Drawings  
Punchlist process  
As-Built Drawings  
O+M Manuals and Demonstration and Training  
Mobilization/Demobilization  
Jobsite Office Trailer, suitable for weekly Job Meetings  
Office Equipment and Supplies  
Project Sign and Temporary Signage  
All communications devices and use and postage  
Temporary Toilets and Sanitary Facilities  
Temporary Electrical Panel  
Winter Conditions, Heating and Heating Fuel  
Dust and Noise Control  
Staging Areas, Materials and Equipment Storage, including Storage Trailers  
Traffic Control  
Snow Removal  
Safety Procedures  
General Protection, Barriers, Fencing and Safety  
Protection of Finished Work  
First Aid  
Jobsite Fire extinguishers  
Small Tools and Consumables  
Rubbish, Recycling and Cleanup  
Trash Chutes  
Street and Storm Drain Cleaning  
Final Cleaning including Exterior Windows

The following price categories are to be included in the **Cost of Work**:

Access Road Construction  
Traffic Control  
Surveying for Site Work  
Building Layout  
Equipment Rentals including lifts, lulls and specialized tools  
Scaffolding and Staging  
Shoring  
Dumpsters and Tipping Fees

Note: The above specific cost allocation categories are in addition to the typical Cost of Work categories by division for the work shown in the construction documentation. For this project it is anticipated the cost of the work will also include the preparation of existing building to accept new addition, cleaning or repair of existing masonry at abandoned work or where these surfaces will become new interior finishes, as well as existing footing stabilization during construction along the east side addition,

reconfigurations at the basement level (south end), installation of a radon ventilation system, in addition to the new construction work.

The following price categories will be included in the **Owner's Costs**:

- Builder's Risk Insurance
- Building Permitting Fees
- Off-site parking or Temporary Parking Area
- Independent Testing and Inspections
- Utility Charges and Fees
- Jobsite Access to Water Supply
- Temporary Electric Power Consumption
- Moving and Storage Expenses
- Original Survey
- Watchman or Guard Services
- Building Commissioning
- Hazardous Materials Survey, Abatement and Disposal
- HVAC Commissioning