

DATE: 01/19/24
ESTIMATE # 10137T-
FOR: Menands Police Station & Firehouse -
Menands, NY (250 Broadway, Menands,
NY 12204)

CAD DRAWINGS (Fire Alarm)

CLIENT:

Mr. Jason Kenney, President
International Built-In Systems
14 Interstate Ave
Albany, NY 12205

PURCHASE ORDER No.: #N/A

518-365-5560 M -jason@ibsalbany.com

PREPARED BY: FB-PE-MD

SCOPE OF WORK

PRODUCE A SET OF PROFESSIONAL DRAWINGS, CAREFULLY CRAFTED FOR <International Built-In Systems> ACCORDING TO THE FOLLOWING:

TYPE OF DRAWINGS: Set(s) of CAD drawings as follows: PERMIT DRAWINGS (to be submitted to a specific AHJ),

TYPE OF TECHNOLOGIES: FIRE ALARM

CONTENTS: The set(s) of drawings will include: Cover Sheet, Floor Plan(s), Riser Diagram, Point-to-Point Diagrams, Installation Notes, Sequence of Operation, Voltage Drop Calculations, Battery Calculations,

FLOOR PLAN BACKGROUNDS: There is a total of 3 floor(s) that will be professionally drafted from .pdf or hard copy to .dwg format by HelpGate Inc.

SIZE OF BUILDING/TOTAL OF DEVICES: The size of this building is approximately 20,268.00 SQF, and the total number of devices (including all technologies above) is TBD

DELIVERABLES: Each set includes a total of 7 sheets. There will be a total of 3 drawing sets printed. The total number of sheets printed will be 21
There will be a total of 21 B&W drawing reproductions
There will be a total of 3 copies of a customized submittal book on 8.5x11 sheets, containing categorized data sheets of all hardware being installed and pertinent information highlighted for quick finding by AHJ.
This set of drawings includes sign/seal by design Engineer of Record (EOR) registered in the State of New York

ITEMS PROVIDED BY CLIENT

THE FOLLOWING ITEMS ARE TO BE PROVIDED BY CLIENT < International Built-In Systems>:

BASIC ITEMS

- ☐ Floor plans in .pdf
- ☐ Device markups
- ☐ Bill of materials (Parts list)
- ☐ Scope of work/Work order

FIRE ALARM OR FIRE SPRINKLER MONITORING

- ☐ Reflected ceiling plans or ceiling type/height showing racks, shelves that do not extend to ceiling
- ☐ Scaled drawings professionally scanned in full color @300 DPI

CLARIFICATIONS AND EXCEPTIONS

- 1 Revisions due to renovations performed during the course of the work described above resulting in additional work are not included.
- 2 Revisions due to missing information from client are an additional cost.
- 3 Revisions due to changes of system by client after a set has been signed/sealed or released/submitted are an additional cost. Additional revision fee of \$65/hour, plus reproductions and shipping will apply.
- 4 Full color or black and white print outs other than those specified as "deliverables" are additional. Additional signed/sealed copies are an additional cost.
- 5 Markups must be field-verified by installation contractor before commencing the work. Revisions due to inaccurate or incomplete information in markups will be an additional cost.
- 6 HelpGate Inc. does not perform permit expediting services. Client is responsible for submitting plans to Authority Having Jurisdiction (AHJ) for approval. Additionally, client agrees to submit permit drawings expeditiously without any delays. HelpGate is not responsible for any delays and/or procedures in the submittal process after drawings have been delivered to the client.
- 7 Additional design work based on specific code application required by AHJ, not included.
- 8 Floor plan drawings do not include wiring, conduit paths, or conduit fill calculations unless required by specific AHJ. If AHJ or client requires changes after plans were completed, this will be performed at an additional cost.
- 9 Additional work not contemplated in scope of work above will be considered change order work and will be billed separately.
- 10 Reproductions, courier, and shipping expenses due to additional revisions and change orders not included in this proposal will be submitted to client.
- 11 Delays due to the time required by AHJ to review original submittal, rework, and any further revisions are independent from this agreement. HelpGate Inc. is to be held harmless if any project delays occur due to submittal approval process. HelpGate Inc. is not responsible for any permit fees or any other fees resulting from AHJ related delays.
- 12 Device layout provided by client is based on minimum requirements by AHJ and applicable codes. HelpGate Inc. is not responsible for change orders due to additional requirements by AHJ or code changes that increase number of devices. HelpGate Inc. is not responsible for compensating client, the owner's client, and/or any of its subsidiaries or successors for change orders of equipment installation, wiring, conduit, or any labor required to comply with additional AHJ requirements.
- 13 Permit expediting and permit fees are not included. HelpGate Inc. is not responsible for paying any permit fees and is to be held harmless if delays occur due to recurring rework due to meeting additional AHJ requirements and will not be responsible for paying permit fees at any time. Payment fees are non-refundable.
- 14 This is an estimated number of hours based on information provided by client before the work has been performed. This number may increase or decrease at time of performing the work. Client will be advised beforehand.
- 15 This price does not include RECORD DRAWINGS unless it has been added as an option and the pricing below shows it as a line item.

- 16 Client must perform due diligence before a purchase order has been issued to make sure that the items included and the total amount is correct before the P.O. is issued. Should the client realize that any item in the above scope of work is no longer needed, the client agrees to request a revised estimate so that the P.O. is issued with the new and correct amount. Should the client request removal of items from the scope of work after the P.O. has been issued, the client agrees to pay an administrative fee. Also, based on the timing of a request, HelpGate reserves the right to keep or remove items from the above scope of work.
- 17 Delivery commitments are effective only if all documentation requested of client is provided and all RFIs have been responded to in a timely manner.
- 18 This estimate is valid for six months after the issue date.

PRICING				
CODE	DESCRIPTION	QTY.	PRICE	AMOUNT
1 2 3 4 5 6 7 8 9 10 11	PS-FA Permit set for a Fire Alarm System digitally- and wet-signed/sealed in the State of New York, including drafting from .pdf or hard copy to .dwg format, fire alarm design, 3 wide-format drawing reproductions (7 sheets), and 3 submittal book reproductions.	1.00	3,722.50	3,722.50
12	NOTES:			-
13	Delivery commitment is 20 business days after we have received all documentation. Should a quicker delivery be required, this pricing will be subject to an additional rush fee which will depend on the size of project, the delivery requested, and workload at the time of the order.			-
14	Sign and seal is for BOTH hard copies and digital.			
15	Shipping is not included in this estimate.			
16	.DWG files were not provided at the time of the estimate, therefore, once received, should the formatting of the files require more labor than what was estimated, an additional labor fee will apply.			
17	The process of producing fire/security engineered drawings requires technical and field information that can only be provided by a client representative (sales person, field technician, or engineer). HelpGate, Inc. is committed to specifically requesting the information needed to complete a set of drawings. The client not providing this information expeditiously may cause a delay in commencing the work, not related to HelpGate, Inc.'s performance, or may result in additional fees not included in this estimate due to incomplete, inconsistent, or unclear information. Please submit all information as soon as a PO has been awarded.			-
18	Any additional documentation such as application, letter, or affidavit which requires sign/seal by the Professional Engineer is not included in this quote and will be billed additionally. Should the corresponding state require signed and sealed drawings to be electronically filed directly by the Professional Engineer, the professional engineering time and administrative time will be billed additionally. Any fees required to register a Professional Engineer by the AHJ for the submittal of digitally signed submittals and/or any fees associated with submitting drawings will be additional and billed to the client at face value.			
19	The professional engineer reserves the right to not sign and seal drawings that are not in compliance with applicable codes, AHJ requirements, or HelpGate's policies.			
20	The sign/seal fees included in this estimate are for a standard process of digital and hard copy signing/sealing as specified in the line items section above, however, the AHJ may have a new type of signing/sealing procedure that requires more paperwork, more time, and additional steps. The AHJ may also require the Professional Engineer to be listed through a specific method of digital authentication which, in most cases, also requires additional fees. Should any of the above be true for the local AHJ, the additional fees, time, and specific tasks are not included, and therefore, will be billed separately.			
21	Should client be unable to provide any document essential in producing a compliant design or CAD engineered drawings, or should a document provided be outdated, incomplete, or physically unreadable, HelpGate, Inc. reserves the right to hold the work until an acceptable document is provided. Should the holding period be more than 30 days, HelpGate will issue an invoice for the partial labor and/or resources spent as of that date. Should the document(s) be available later, a new estimate must be issued.			-
TOTAL			\$	3,722.50

****Priority Delivery (10-14 Bus. Days): \$4,541.45**

Standard Delivery (20 Bus. Days)

****Urgent Delivery (8-10 Bus. Days): \$5,434.85**

PAYMENT TERMS

LOCAL/NATIONAL ACCOUNTS: Client agrees to provide a purchase order for the full amount before commencing the work. If no purchase order can be issued, the acceptance section below must be filled out.

NEW CLIENTS: New clients are subject to credit approval. Client agrees to pay a 50% deposit and the 50% balance upon completion. This means that payment must be received before client picks up or before HelpGate Inc. ships drawings/documents. No drawings will be released without full payment. Fill out and sign acceptance section below.

SUPPORT DOCUMENTATION

This estimate is based upon the following documents provided by <International Built-In Systems> at time of estimate:

- 1 Email written request, Bill of Materials/Counts, Markups.
- 2 SPECS: Title: <NO SPECS Provided> - By: <NO SPECS Provided> - Dated: <NO SPECS Provided>
- 3 PLANS(Drawing Sheets): -- -- -- --

ADDITIONAL DOCUMENTS PROVIDED BY CLIENT FOR FIRE ALARM DESIGN

IMPORTANT: Items 1-12 are required to start the work. Items 1-9 must be 100% Construction Documents only, progress sets are not acceptable for fire alarm design.

- 1 Architectural plans** (in .dwg format)
 - a. Latest AIA-compliant architectural floor plans in .dwg (AutoCAD) format, including room names and ceiling heights of all rooms
 - b. Building elevations
 - c. Complete set of the above architectural plans in .pdf format
- 2 Mechanical plans** (in .pdf format)
 - a. Show locations of all AHU units greater than 2,000 and include schedule for AHUs, RTUs, smoke dampers, etc.
- 3 Electrical plans** (in .pdf format)
 - a. Proposed location of main FACP
 - b. Proposed locations of power supplies and sub-panels, if any
 - c. Exit and emergency lights
- 4 Reflected ceiling plans** (in .pdf format)
- 5 Fire protection plans** (in .pdf format, if applicable)
 - a. Water sprinkler system (locations of FDC, backflow preventors, PIV valve, etc.)
 - b. Dry-pipe sprinkler system, if applicable
 - c. Fire pump system, if applicable
 - d. Additional fire suppression systems, if applicable
- 6 Utility plan** (in .pdf format)
- 7 Life safety plan** (in .pdf format)
 - a. Life safety floor plans
 - b. Breakdown of the occupancy classifications and use of each space
- 8 Complete set of specifications (all trades)** (in .pdf format)
- 9 Construction Documents COVER SHEET** in .pdf format as prepared by consulting team containing:
 - a. Complete building information (construction type, occupancy classification, etc.)
 - b. Sheet index listing all trades (Civil, Structural, Architectural, Mechanical, Electrical, High and Low Voltage)
 - c. Compliance and code information (all codes utilized)
 - d. General project notes
 - e. Occupant load breakdown per category, including square footage
 - f. Consulting group contact information
- 10 Specific fire alarm manufacturer your company intends to use.
- 11 Any correspondence with or documentation from the Fire Marshal, as well as the designated plan reviewer's contact information
- 12 Please explain if the owner/company has any additional requirements for the fire alarm system. Provide fire alarm specifications produced by any third-party consultant working with the owner, if any.
- 13 Timeline for this project
- 14 If this building is in an historic district, please provide any and all documentation and ordinances that may affect the installation. Please advise of any special restrictions and potential hazards that may affect the installation of equipment and raceways.

**** CLIENT TO ENSURE THAT ALL APPLICABLE DOCUMENTATION FROM THE LIST ABOVE IS PROVIDED BEFORE COMMENCING THE WORK. NOT HAVING THIS DOCUMENTATION WILL DELAY THE WORK. ****

ACCEPTANCE

The price, scope of work, and conditions are hereby accepted. I hereby authorize HelpGate, Inc. to perform the work as specified.

CLIENT

Name: Mr. Jason Kenney

Title: President

Company: International Built-In Systems

Address: 14 Interstate Ave

Albany, NY 12205

Select Delivery:

(Standard, Priority, Urgent - see
bottom of page 2 for cost and
timeframe)

(Please write/type which delivery you want.)

Signature:

Date:

HelpGate, Inc.

Name: Manny Diaz

Title: Managing Principal

Company: HelpGate, Inc.

Address: 8950 SW 74th Ct., Suite 2201 A68

Miami, FL 33156

Signature:

Date: