

UPPER DARBY TOWNSHIP

100 Garrett Road, Upper Darby, PA 19082

Edward Brown
Mayor

Crandall O. Jones
Chief Administrative Officer



Members of Council
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Michelle Billups, Secretary – At-Large
Meaghan R. Wagner – 1st Dist
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David Bantoe – 6th Dist
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Matt Sliva – At Large
Laura Wentz – At Large

June 17, 2025

Kupex Exteriors, LLC
1278 E. State Street
Trenton, NJ 08609

Re: Notice of Intent to Award
CDBG Project #50-14-25 – Historic Preservation at Collen Brook Farm – Phase 2
Recommendation of Award

Dear Mr. Kupec,

Please be advised that your company is the apparent low bidder for the above referenced project at the Bid Price of \$146,873.00. A Contractor Responsibility Determination is hereby issued in accordance with Township Ordinance No. 3107, Standards of Contractor Responsibility and Eligibility.

A copy of this letter will be posted to the Township website and the Contractor Responsibility backup documentation will be made available for public inspection in the Department of Public Works, Room 301. The public inspection period will begin on June 20, 2025 and will last for Fifteen (15) calendar days, ending July 6, 2025.

Should you have any questions please feel free to contact me at 610-734-7635.

Very truly yours,

Crandall O. Jones, ICMA-CM
Chief Administrative Officer

MG Engineering Associates, LLC

334 W. Front Street
Media, PA 19063



MG Engineering

May 28, 2025

Attn: Scott Alberts, Program Manager

Township of Upper Darby
100 Garrett Road
Upper Darby, PA 19082

**Re: CDBG Project #50-14-25 – Historic Preservation at Collen
Brook Farm – Phase 2
Recommendation of Award**

Dear Mr. Alberts,

The bids were tabulated for the above referenced project and there were no discrepancies found in the bid submitted by the apparent low bidder **Kupex Exteriors, LLC**. A copy of the bid tabulation is enclosed for your reference.

The apparent low bidder submitted a bid in the amount of **\$146,873.00**.

We therefore recommend award of the project upon availability of funding and satisfaction of the Responsible Contractor Ordinance. Should you have any questions please feel free to contact me at 1-856-404-0540.

Very truly yours,
MG Engineering Associates, LLC

Michael Galante

Michael Galante PE, CME
Project Engineer

CDBG PROJECT # 50-13-24
HISTORIC PRESERVATION AT COLLEN BROOK FARM
PHASE - 2

Prepared by: Michael Galante, PE, PP, CME, 5/28/2025

Amended by: Scott Alberts, 6/4/2025

This memorandum is being prepared to provide a summary of the above referenced project prior to issuance of the Notice of Intent to Award.

Project Scope

Phase 2 of the Collen Brook Farm Upgrades includes improvements to the Carriage House. Improvements will include but are not limited to, interior and exterior upgrades to the carriage house to include structural repairs, roof upgrades, crack repainting, soffit repair, painting of exterior features. The scope of work is further detailed below:

- a. Removal of the Modern Addition – Work shall include but is not limited to complete removal of the addition in accordance with all federal state and local regulations. Contractor shall hire their own environmental consultant to identify any hazardous materials prior to start of construction and report to the engineer immediately. If hazardous materials are identified, the owner understands that there may be additional costs for removal. Work shall include all stabilization and installation of new stucco wall.
- b. Exterior wall improvements to include, but is not limited to:
 - i. Installation of new Window
 - ii. Repointing of Fieldstone Masonry
 - iii. Soffit Repair
 - iv. Masonry Crack Repair
 - v. Installation of downspouts
 - vi. Garage Door Upgrades as detailed on the plans
 - vii. Painting as detailed on the plans
 - viii. Masonry repairs as detailed on the plans.
 - ix. Repair of Wood Door as detailed on the plans
 - x. Removal of trees
- c. Roof Replacement
 - i. Contractor shall remove existing asphalt shingles and install a new standing seam metal roof as detailed on the plans. Work shall include all materials to include all flashing, new gutters, and downspouts. Additionally, the work shall include the removal of the skylight and necessary framing and sheathing to close the opening.
- d. Interior Structural Upgrades
 - i. Interior Structural Upgrades Shall include all interior framing and repairs as detailed on the structural drawings.

Funding Source:

CDBG: **\$175,000.00**

Project Budget

Advertising: \$892.32

Engineering: \$15,000.00

Total Amount Bid: \$146,873.00

Total Budget: \$162,765.32

COLLEN BROOK FARMS - PHASE 2 - BID TABULATION									
#	Items	Unit of Measure	Total Cost	Kupex Exteriors LLC		Donald E. Reisinger, Inc.		Detwiler Roofing	
			Quantity Required	UnitPrice	TotalCost	UnitPrice	TotalCost	UnitPrice	TotalCost
#2-1	Base Bid	LS	1	\$146,873.00	\$146,873.00	\$ 264,450.00	\$ 264,450.00	\$ 312,000.00	\$ 312,000.00
#2-1	Fieldstone Masonry Raking and Repointing (Per 1 SF)	SF	1	\$65	\$65	\$23	\$23	\$158	\$158
#2-2	Sister 2nd Floor Carriage House Joist, Both Sides (Each)	EA	1	\$640	\$640	\$272.55	\$272.55	\$2,215.00	\$2,215.00
#2-3	Crack Repair, Stucco (Per Linear Foot)	LF	1	\$25	\$25	\$13.80	\$13.80	\$301	\$301

BID FOR LUMP SUM CONTRACTS – Revised 5-16-25
CDBG PROJECT #50-14-24
RESTORATION OF COLLEN BROOK FARM – Phase 2

Place ONLINE VIA PENNBID and Onsite at 100 Garrett Road, Upper Darby, PA 19082
Date May 23, 2025 at 4:00 PM, Prevailing Time

Proposal of Kupex Exteriors LLC (hereinafter called "Bidder")* a corporation,
organized and existing under the laws of the State of New Jersey,** a partnership, or an individual doing
business as Kupex Exteriors LLC.

To the TOWNSHIP OF UPPER DARBY (hereinafter called "Owner")

Ladies and Gentlemen:

The Bidder, in compliance with your invitation for bids for the **CDBG PROJECT #50-14-24 RESTORATION OF COLLEN BROOK FARM – Phase 2** having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or after a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within 120 consecutive calendar days thereafter as stipulated in the specifications, Bidder further agrees to pay as liquidated damages, the sum of \$ 250 for each consecutive calendar day thereafter as hereinafter provided in Paragraph 13.D of the General Conditions.

Bidder acknowledges receipt of the following addendum:

Addendum #1 - Dated May 16th 2025

BASE PROPOSAL: Bidder agrees to perform all the Restoration of Collen Brook Farm, Farmhouse and Carriage House work described in the specifications and shown on the plans, for the sum of one hundred forty-six thousand eight hundred seventy-three dollars (\$ 146,873.00).
(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

BUILDING PERMIT FEE ALLOWANCE: Bidder agrees to obtain a building permit and the fees for the building permit will be paid for with the Allowance: The allowance is for the sum of Ten-Thousand (\$ 10,000.00).
(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

UNIT PRICES:

For changing quantities of work items from those indicated by the contract drawings upon written instructions from the architect/engineer, the following unit prices shall prevail:

- | | | |
|----|--|------------------|
| 1. | <u>Fieldstone Masonry Raking and Repointing (Per 1 SF)</u> | <u>\$ 65.00</u> |
| 2. | <u>Sister 2nd Floor Carriage House Joist, Both Sides (Each)</u> | <u>\$ 640.00</u> |
| 3. | <u>Crack Repair, Stucco (Per Linear Foot)</u> | <u>\$ 25.00</u> |

The above unit prices shall include all labor, materials, bailing, shoring, removal, overhead, profit, insurance, etc., to cover the finished work of the several kinds called for.

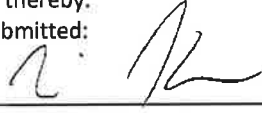
Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute the formal contract attached within 10 days and deliver a Surety Bond or Bonds as required by Paragraph ___ of the General Conditions.

The bid security attached is the sum of ^{eight thousand two hundred}~~forty-five dollars~~ (\$ 8,245.00) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

Respectfully submitted:

By: 
(Signature)

Miroslav Kupec

(Title)

1278 E State Street, Trenton, NJ 08609

(Business Address and Zip Code)

N/A

UEI Number 1029337

Central Contractor Registration Number

(SEAL - if bid is by
a corporation)