

Legal Notice

The Town of Newington is requesting proposals for construction testing services. All proposals must be submitted in accordance with Town requirements, as set forth in the Request for Proposals documents, which are available in the Office of the Town Manager, 131 Cedar Street, Newington, CT 06111 and on line at the Town's website, www.newingtonct.gov under Doing Business, Bid Opportunities. Proposals will be received until 2:30 P.M. on April 28, 2011 in the Office of the Town Manager. The Town of Newington reserves the right to reject any or all proposals.

John L. Salomone
Town Manager

RFP No. 4, 2010-11

TOWN OF NEWINGTON
REQUEST FOR PROPOSALS
CONSTRUCTION TESTING SERVICES

I. GENERAL INFORMATION

The Town of Newington is requesting proposals from experienced building construction special inspection testing firms for services related to a variety of construction projects that will be occurring in Newington. Services shall be required as described in the scope of services below. The Town intends to use this Request for Proposals for any construction testing and special inspection services needed on 2010 projects for installation of an artificial turf field at the Clem Lemire Recreation Complex, partial roof replacement at John Wallace Middle School, Town Hall renovations, Mill Pond Park improvements, and code correction improvements at the High School and High School athletic fields. The Town also intends to use this RFP as the basis for award for these services on future projects. Any Addenda will be posted on the Town's website, www.newingtonct.gov under Doing Business, Bid Opportunities at least 48 hours prior to the submittal deadline.

II. GENERAL REQUIREMENTS

Respondents shall be able to provide references upon request and be able to provide the Town with a certificate of insurance showing commercial general liability coverage of at least \$1,000,000 and naming the Town as an additional insured. The respondent shall be able to demonstrate that it has been in the business of providing construction testing services in Connecticut for a minimum of three years. The Town reserves the right to waive informalities or to reject any or all proposals when such action is deemed to be in the best interests of the Town. The Town reserves the right to delete such items as it deems necessary from these proposals and to take any other actions it determines to be in its own best interest. All exceptions of the respondent to the terms and specifications of this RFP shall be made in writing and submitted in full with the proposal. For all other terms and specifications, submission of a proposal constitutes acceptance by the respondent. The Town reserves the sole right to reject proposals which contain exceptions that are unacceptable. In order to provide the requested services to the Town, the respondent must be able to demonstrate the expertise and flexibility necessary to successfully complete this work. Services shall only be provided after written authorization is received from the Town. The Town reserves the right to utilize some, all or none of the various services identified in this RFP, including the right to name its own Special Inspector on individual projects. All services performed shall be completed to the satisfaction of the Town Manager. The Town reserves the right to terminate any agreement upon ten (10) calendar days written notice of failure by the respondent to provide service to the satisfaction of the Town Manager.

NONDISCRIMINATION

The Contractor shall agree and warrant that it will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, mental disability, physical disability, or other basis in any manner prohibited by the laws of the United States, the State of Connecticut, or the Town of Newington.

HOLD HARMLESS

The Contractor agrees to indemnify, defend and hold harmless the Town of Newington and its respective officers, employees, agents and/or servants against all demands, claims, actions or causes of actions, losses, damages, liabilities, costs and expenses, including without limitation, interest, penalties, court costs and reasonable attorney's fees, asserted against, resultant to, imposed upon or incurred by the Town of Newington resulting from or arising out of:

1. Any breach by the Contractor of the terms of the specifications, or
2. Any injuries (including death) sustained by or alleged to have been sustained by the officers, employees, agents and/or servants of the Town of Newington or the Contractor or subcontractors or material men, or
3. Any injuries (including death) sustained by or alleged to have been sustained by any member of the public or otherwise any or all persons, or
4. Any damage to property, real or personal, (including property of the Town of Newington or its respective officers, agents and servants)

caused in whole or in part by the acts or omissions of the Contractor any subcontractor or any material men or anyone directly or indirectly employed by them while engaged in the performance of any work for the Town of Newington.

III. SCOPE OF SERVICES

The Town seeks a firm to perform materials testing services on construction projects in Newington, in accordance with 2003 IBC section 1704. The materials testing firm selected shall provide a Special Inspector who is a P.E. and shall be an NDLP certified laboratory. The firm selected shall perform tests related to the materials, fabrication and execution of construction associated with these projects, with the Special Inspector reviewing the results. Specifically, these tests shall be on the steel construction, concrete construction, masonry, pile foundations, and other special areas such as the floor deck installation, roof deck installation, asphalt, fireproofing, and structural backfill. The Special Inspector shall identify the tests that will be performed. This shall be done on a Statement of Special Inspections, prepared in conjunction with the Structural Engineer of Record and both reviewed and approved by the Town of Newington Building Official. The Special Inspector may choose to request additional tests during the course of construction, as necessary. The firm selected shall keep records of all inspections, and shall furnish inspection reports to the Special Inspector, the Architect, the Project

Engineer of Record, the Building Official and the Director of Administrative Services. All such inspection reports shall be distributed to the five individuals identified above within two weeks after the test and/or inspection has been made. Failure to disseminate this information in a timely manner by taking longer than two weeks shall be sufficient grounds for immediate dismissal by the Town. Unacceptable conditions and tests which do not meet required levels shall be reported to the Special Inspector immediately. In the event that the Special Inspector is not available, the Building Official or the Project Engineer shall be notified.

IV. PROPOSAL

In order to provide the requested service to the Town, the respondent must be able to demonstrate that it has the expertise, flexibility, and personnel available to successfully complete these simultaneous projects.

The proposal shall contain a detailed listing of the qualified individuals who will be assigned to this project. The listing shall also reflect the method of internal management of the projects necessary to insure efficient, cost effective use of staff. Resumes of all individuals to be associated with this project shall be provided. Resumes shall include similar experience and responsibility for that activity to be performed under these projects.

The proposal shall demonstrate the ability of the firm to rapidly respond to the needs of the Town. If the proposal contains a joint-venture approach, overall responsibility must be clearly identified, as well as a detailed plan of delineation of work assignments. The Town will only contract with one principal firm. If laboratory testing will be performed by an outside contractor, this laboratory shall be identified and their experience in performing such tests provided.

The proposal format should contain a letter of transmittal, an executive summary and the experience of the firm. This third section (experience of the firm) should address the firm's skills and experience in municipal projects and since 2007. The next section of the proposal should relate to the Special Inspector. It should identify the person who will be designated as the Special Inspector for these projects, include a resume and a summary of similar projects. The final section should list fees that will be charged to the Town. This shall include the half day and full day rate for all personnel, or personnel categories, that will be used on these projects. All charges for the Special Inspector shall be clearly identified. **All** fees for testing and laboratory analysis shall be clearly identified as well, on a per test basis. Provide per test fees and/or rates for all types of tests and inspections identified below. Fees charged for combined tests (more than one type of test on the same half day or day) shall also be provided. Provide cancellation rates and overtime rates, and identify clearly when each will apply. All charges for overhead, insurance, travel, lodging, telephone calls, postage, shipping, photocopies, and any other miscellaneous expenses shall be included in the hourly rates and per test fees requested above. These will not be reimbursed separately by the Town for either testing or Special Inspections.

All firms wishing to be considered for this appointment shall submit three (3) concisely worded replies based on the format and requirements set forth in this request for proposals to the Town Manager's Office, 131 Cedar Street, Newington, CT 06111, before 2:30 p.m., on April 28, 2011. All submittals shall be clearly labeled "RFP No. 4, 2010-11, Construction Testing Services".

V. TESTS AND INSPECTIONS

All respondents are asked to provide half day field technician rates, full day field technician rates, and per test fees for the following:

Soils – Fill inspection, placement and compaction by nuclear, rubber balloon, or sandcone. Gradation sieve analysis, proctor density test, and #200 sieve wash.

Concrete and rebar – field placement monitoring, slump, air and temperature. Truck timing, cylinder fabrication, and transporting cylinders for testing. Curing and compression tests of cylinders. Concrete mix design review. Rebar inspection and arrangement of form work verification.

Identify any combined soils, concrete and rebar inspection rates.

Masonry – placement inspection, fabrication and transportation of mortar cubes and grout prisms. Compression testing of masonry prisms, concrete masonry units, mortar cubes and grout prisms.

Structural steel and welding – visual field inspection of bolted and welded connections, grade of material, fabrication shop testing (assume location within 50 miles of Newington). Liquid penetrant, magnetic particle, ultrasonic, radiography, and Skidmore Wilhelm testing.

Asphalt – compaction test, thickness. Content and aggregate gradation tests.

Sprayed On Fireproofing – field inspection, thickness. Adhesion, cohesion and density testing.

VI. QUESTIONS

All questions regarding this request for proposals shall be directed to Jeff Baron, Director of Administrative Services, Town of Newington, 131 Cedar Street, Newington, CT 06111, telephone (860) 665-8513, fax (860) 665-8507. Office hours are 8:30 to 4:30, Monday through Friday. The office will be closed on Friday, April 22, 2011.