

## REQUEST FOR PROPOSAL

for

Independent Structural Engineering Consultant Review  
for  
Stratford High School Additions & Renovations

Stratford RFP #2016-019

State Project: #138-0101

Issue Date: April 11, 2016

Written Proposals Due: May 9, 2016, 11:00 a.m.

Town of Stratford  
Engineering Department  
2725 Main Street  
Stratford, CT 06615



QUESTIONS: Contact Richard Snedeker, CREC Project Manager, in writing by email at [rsnedeker@crec.org](mailto:rsnedeker@crec.org)

No questions will be accepted after 2:00 p.m. on April 25, 2016

## **TABLE OF CONTENTS**

- I. Invitation to Bid
  - Registration
  
- II. Project Description - Scope of Services - Schedule
  - 1. Primary Design Review
  - 2. Construction Document Review
  
- III. Written Proposal
  - a) Qualifications
  - b) Fee Proposal
  
- IV. Selection

Attachment A - Codes to which project was designed

## **I. INVITATION TO BID**

The Stratford High School Building Renovations Subcommittee, is seeking to engage a professional engineering firm to perform an independent structural engineering consultant review as required by CGS Sect. 29-276b for the Stratford High School Additions & Renovations project. The existing Stratford High School is located at 45 North Parade Street, but the final facility address will be 245 King Street, Stratford, CT. The Capitol Region Education Council (CREC), is administering this RFP on behalf of the Town.

- **REGISTRATION**

In order for your proposal to be considered, you must register with CREC via email at [rsnedeker@crec.org](mailto:rsnedeker@crec.org) by providing the name and email address of your primary contact for this project. Registration must be received not later than 2:00 p.m. on April 25, 2016.

Proposals should be addressed and delivered to:

Attention: Michael Bonnar, Purchasing Agent  
Stratford High School Additions & Renovations Project #138-0101  
Stratford RFP #2016-019  
2725 Main Street, Room 202  
Stratford, CT 06615

In order to facilitate an objective review of each proposer's qualifications, fee proposals shall be submitted with qualifications in a separate, sealed envelope. Please clearly mark the fee proposal envelope "fee proposal" and include the firm name and "State Project #138-0101, Stratford RFP #2016-019, May 9, 2016".

An electronic copy shall also be submitted. Please place the fee proposal in a separate, clearly labeled electronic folder from the qualifications.

**All proposals shall be delivered by: May 9, 2016, 11:00 a.m.**

## **II. PROJECT DESCRIPTION - SCOPE OF SERVICES - SCHEDULE**

Stratford High School, located at 45 North Parade Street in Stratford, Connecticut, is a masonry structure originally constructed in the mid-1920s, with additions in 1929, 1947, 1963, 1970 and 1987. Today, as one of Stratford's two high schools, the complex contains approximately 174,000 square feet and serves just over a thousand students.

The site sits on two parcels. The east parcel is bounded by North Parade Street on the east and King Street on the west; the existing school building sits on this parcel. The west parcel, bounded by King Street on the east and California Street on the west, currently houses school athletic fields.

The future Stratford High School will be designed to accommodate 1115 students. The proposed project will renovate 29 percent (approximately 50,000gsf) of the existing building, demolish the remainder, and add just over 190,000gsf of new construction.

The project will be constructed in three major phases to enable the majority of the complex to remain occupied during the school year. In the first phase, a new, ±130,000gsf, three-story "West Building" will be built on the west parcel. A pedestrian bridge will be constructed over King Street to connect the West Building to the rest of the school. In the second phase, the east side of the existing building will be demolished, and the "New" East Building will be constructed. In the third phase, the remaining portion of the existing school will be renovated and expanded. Much of this phase will occur during the summers of the first two phases; the remainder of the work will occur after the second phase. In order to maintain the construction type of the existing building (Type IIB as defined by the Connecticut State Building Code) a three-hour fire wall will be constructed between the existing building to be renovated and the "New East" Building.

The total project budget is estimated at \$126 million dollars. The plans may be reviewed at the office of the project architect, Antinozzi Associates, at 271 Fairfield Avenue in Bridgeport, CT. All registered respondents will be notified in advance via email of the date and time the architect will have the plans available for viewing. An electronic version of the plans may also be viewed, all registered respondents will receive access instructions for viewing the electronic version.

The project Structural Engineering firm is Innovative Engineering Services, LLC, 64 Thompson Street, Suite A101, East Haven, CT. Joseph G. Lenskold, P.E. is the Structural Team leader.

The Independent Structural Engineering Review review shall be in strict conformance with CGS Sections 29-276b, as well as to all applicable current codes, regulations, and design practices.

The Independent Structural Engineering Review shall consist of two phases as follows:

## **1. Primary Design Review – 100% Design Development Documents:**

The Primary Design Review shall be based upon the 100% Design Development Documents slated for completion on 6/20/2016. The total initial review period for the Independent Structural Engineering Reviewer (ISER) to issue comments to the Structural Engineer of Record (SER) will be three weeks commencing on 6/21/2016. In support of the review required by CGS Sect. 29-276b, the following items shall be specifically reviewed by the ISER during the Primary Design Review phase:

1. Review Design Load Criteria to verify compliance with the State Building Code.
2. The ISER shall review the geotechnical report related to foundation and structural design.
3. Perform independent analyses of the representative components of the Primary Structural System, including, a minimum of 25% of roof deck, floor deck, concrete slabs, beams, and girders, primary lateral load resisting system, and foundations, as applicable.
4. Review the architectural plans, and the plans of other engineering disciplines to confirm that structural plans are in general conformance with architectural plans regarding loads and other conditions.
5. Review project specification sections pertaining to structural systems, as applicable.
6. Review performance criteria for contractor-designed structural components, as applicable.
7. During/throughout the Primary Design Review phase, exchange comments with the SER (all comments are required to be issued to the SER on or before 7/13/2016 not later than 12:00 p.m.). The SER will have two weeks to respond to ISER comments and shall provide final responses to the ISER not later than 7/27/2016.
8. The ISER is required to prepare a final Primary Design Review phase report addressed to the Building Official, Owner, and A/E design team. The report shall list general assumptions, outstanding and/or unresolved issues (items to be reviewed under the final Construction Documents Review, the second phase of this RFP's scope), exclusions and limitations. The final Primary Design Review phase report shall be issued not later than 12:00 p.m. on 8/3/2016.

## **2. Construction Document Review – 90% Construction Documents:**

The Construction Document Review shall be based upon the 100% Design Development Documents slated for completion on 8/8/2016. The total review period for the Independent Structural Engineering Reviewer (ISER) to complete the Construction Document Review phase will be two weeks commencing on 8/9/2016. In support of the review required by CGS Sect. 29-276b, the following items shall be specifically reviewed by the ISER during the Construction Document Review phase:

1. Review Construction Documents for implementation of outstanding/or unresolved issues, and items.
2. Review updated project specification sections pertaining to structural systems, as applicable.
3. Prepare a report for review addressed to the Building Official, Owner and A/E design team. The report shall list general assumptions, outstanding and/or unresolved issues, exclusions and limitations. The report is to be issued not later than 12:00 p.m. on 8/24/2016.

Any question may be directed to Richard Snedeker of CREC (rsnedeker@crec.org) on or before 2:00 p.m. on April 25, 2016. All questions and answers will be made available to all respondents (the party submitting the question shall not be indicated).

Two meetings with the project architect and their consultants are anticipated to be required. Follow up coordination and communication may be required in addition to these meetings and are to be included in the base bid.

### III. WRITTEN PROPOSAL

**The written proposal is due on May 9, 2016 at 11:00 a.m.** Firms are required to submit three (3) hard copies of their Qualifications, and a separate sealed hard copy of the fee proposal to the address above in Section I. Proposals are to be clearly identified with the title; **Stratford High School Additions & Renovations Project #138-0101, Stratford RFP #2016-019 Attention: Michael Bonnar.** The fee proposal must be in a clearly marked sealed envelope, segregated from the qualifications.

One electronic copy must also be submitted (USB flash drive preferred). Please place the fee proposal in a separate electronic folder from the qualifications proposal, and clearly label each.

The proposal must be organized with the following sections:

a) **QUALIFICATIONS:**

**Company Information** – Please provide the following information:

- Name of Company and parent company (if any).
- Address of office.
- Name, address and telephone number of the principle contact person to receive notifications and to reply to inquiries.

**Years of Service** – How many years have you been engaged in services you provide under your present name?

**Relevant Experience** – In this section provide descriptions of three similar projects for which you have provided independent structural engineering consultant reviews. The description of each project should include pertinent information such as the project type (new construction, additions, renovations), and size (facility area and project dollar value).

**Experience of Key Personnel** – Provide a list of key personnel to be assigned to the project and a description of the work they will perform. Resumes of key personnel who will be directly involved with the project must be included and shall include at a minimum:

- Current job title, responsibilities, and type of work performed
- Educational background, academic degrees, and professional associations.
- Experience on projects similar to that described in this RFP.

**References** – List (3) three client references for projects similar to this project, include for each client:

- Name of Organization
- Scope (new construction, additions, renovations), and amount (dollar value) of construction
- Date services provided (start and finish)

**Insurance** – Provide a statement of coverage limits for Commercial General Liability and Errors and Omissions insurance (see Section V for general requirements). All respondents demonstrating insurance coverage will be considered.

## **b) FEE PROPOSAL**

In a separate sealed envelope, provide a lump sum fee for the scope of services described above, and include a schedule of unit prices including, at a minimum, additional meetings with the project team.

## **IV. SELECTION**

Selection will be made after an evaluation of the apparent low bidder's proposal based upon the proven ability of the respondent to meet the requirements of the RFP, and the fee proposal.

Neither CREC, nor The Town of Stratford, nor any of their respective officers, directors, employees or authorized agents, shall be liable for any claims or damages resulting from the selection, non-selection or rejection of any proposal submitted in response to this RFP.

The Town of Stratford reserves the right to accept and/or reject any or all proposals submitted for consideration to serve the best interests of the Town.

## ATTACHMENT A

### CODES TO WHICH THE PROJECT WAS DESIGNED

State Building Code w/ Supplement(s):	2005 State Building Code - State of Connecticut (including 2013 amendments)
	2003 International Mechanical Code
	2003 International Plumbing Code
	2011 NFPA 70 National Electrical Code
	2009 International Energy Conservation Code (including 2011 CT amendments)
	ICC / ANSI A117.1-2003 Accessible and Usable Building and Facilities
State Fire Code w/ Supplement(s):	2005 Connecticut State Fire Safety Code
	2009 and 2012 Amendments
	2015 Connecticut State Fire Prevention Code
State Health Code:	Current
O.S.H.A.:	Title 29 / Labor (current)
Federal Laws:	2010 ADA Standards for Accessible Design
	Section 504 of the 1973 Rehabilitation Act