City of New London

Department of Finance-Purchasing Agent
13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

Request for Proposals
Specifications and Proposal Documents Attached

Proposal No.: 2020-16 (RE-POST)

Opening Date and Time: June 1, 2020 @ 2:00 P.M.

Title: Third Party Code Reviewer for Bennie Dover Jackson Middle School (095-0091 MAG/A)

The following information must appear in the lower left hand corner of the envelope:

Sealed Proposal No.: 2020-16 (Re-post)

Not to be opened until June 1 , 2020 at 2:00PM

Mail Proposal to:

13 Masonic Street
New London, CT 06320
Julie Chapman; Purchasing Agent

OR

Drop off proposal at the drive-thru window located at 13 Masonic Street New London, CT 06320.

Proposals shall not be accepted after the Opening Date and Time indicated above.

PLEASE RETURN THIS FORM IMMEDIATELY

Acknowledgement: Receipt of Request for Proposals

Proposal No.: 2020-16 (Re-Post)

Third Party Code Reviewer for Bennie Dover Jackson Middle School (095-0091 MAG/A)

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us to maintain proper follow-up procedures and will ensure that you receive any addendum that may be issued.

Date Issued: May 18, 2020

Date documents received: _____/_____/_____

Do you plan to submit a response? Yes_____ No_____

Print or type the following information:

Company Name: _____

Address: _____

_____

Telephone: _____ Fax: _____

E-mail: _____

Received by: _____

Note: Faxed or e-mailed acknowledgements are requested.
Fax No.: (860)447-5297
E-mail: Jchapman@newlondonct.org

Fax this sheet only. A cover sheet is not required.

Affirmative Action – Equal Opportunity Employer

Bennie Dover Jackson Middle School

New London Public Schools

Request for Proposal for Independent Third Party Code Reviewer

RFP Issue Date: May 18, 2020
Proposals are Due no later than June 1, 2020 at 2:00 p.m.

I. Project Submission

The City of New London (The City), acting through its School Maintenance and Building Committee (SMBC) welcomes qualified firms to submit proposals for Independent Third Party Code Reviewer for the Alteration and Addition of Bennie Dover Jackson Middle School. The first stage of this project is the Bennie Dover Jackson Middle School Alteration and Additions project which will be a multi-phased, fully occupied renovation and addition construction project with a total project budget of approximately $49 million with a construction budget of $38.8 million. The existing 163,000SF building will undergo a partial demolition of a 25,000SF aging building wing constructed in the 1930's. A new 12,000SF addition will be constructed on the site of the demolished building. The remaining sections of the building to receive alterations were constructed in the mid 1990's and 1950's. Scope of Alteration includes mechanical upgrades throughout the building, as well as select electrical, plumbing and fire protection systems, lighting, technology, life safety, and architectural finishes. These projects are being funded by both the City of New London and the State of Connecticut through the Office of School Construction Grants and Review.

Alternate #1: The second stage of this project includes the demolition of the existing 28,000SF adjacent Board of Education Central Office Facility constructed around 1900, and New Construction of an approximately 10,000SF replacement Office Facility with an estimated project budget of $5.5 million.

The project delivery method is Construction Manager at Risk under O&G Industries. The project team is as follows:

Architect: Perkins Eastman Architects (PEA)
Mechanical/Electrical/Plumbing/Fire Protection Engineer: DTC Engineering Consulting Services
Structural Engineer: BVH Integrated Services Civil
Engineer is Milone and MacBroom
Technology and Security: D'Agostino & Associates
Landscape Architect: Richter & Cegan
Owner's Project Manager: Colliers Project Leaders

The Independent Third Party Code Consultant shall perform a code compliance plan review (without the assistance, other than phone calls, of anyone involved in the preparation of the project documents), using the OSF Plan Review Checklist(s). The reviewer shall prepare and date a Plan Review Record (PRR) of the citations and comments (on their letterhead or using the ICC and/or NFPA Plan Review forms), then convey those findings to the school district and design professionals for required revisions/corrections to project documents. Citations and comments shall be numbered and include the appropriate code section(s).
The design professionals shall revise/correct the project documents (highlight corrections made to drawings and project specifications in response to PRR) and prepare a written response (on their letterhead) specific to each item of the Plan Review Record describing the corrective action completed for each item. The design professionals shall attend with the Independent Reviewer a sign-off meeting to review the required revisions/corrections with the PRR author(s). The original set of drawing sheets and specifications reviewed must remain intact and must be brought to the sign-off meeting along with the signed/sealed corrected documents.

The PRR author(s) shall review the revised/corrected project documents and, when satisfied with the corrective action, then sign-off on each individual item of the Plan Review Record. The PRR author(s) will be required to identify how the problem was resolved, by noting either Documents Revised, or State Modification Received. The third party reviewer shall initial or provide a stamp on each revised drawing sheet, and each revised section of the project manual.

The Independent Third Party Code Consultant shall be a Licensed Building Official with experience in K12 Construction Projects in the State of Connecticut.

II. Schedule

Construction Documents – Package 1 Bennie Dover Jackson Middle School:	*June 12, 2020*
Package 1 Initial Code Review Due:	*July 15, 2020*
Package 1 Initial Architect Responses Due:	*July 22, 2020*
Review comments with AHJ	*July 30, 2020*
Alternate #1: Construction Documents – Package 2 Central Office:	*September 15, 2020*
Package 2 Initial Code Review Due:	*October 14, 2020*
Package 2 Initial Architect Responses Due:	*October 21, 2020*
Review comments with AHJ	*October 23, 2020*

III. Submission of Proposals

In your proposal, include the credentials of the staff that will be performing the review, a list of recent projects in which your firm has undertaken similar code reviews, and a minimum of (3) references. The proposed fee shall be included only in the Proposal Form below and provided as a lump sum, with Alternate #1 broken out separately. Federal, state, and local taxes shall be excluded.

Respondents are required to submit **One (1) original, six (6) copies and one digital copy on a thumb drive of your sealed proposal no later than June 1, 2020 at 2:00 p.m.** to:

Ms. Julie Chapman
Purchasing Agent
City of New London Finance Office
13 Masonic Street
New London, CT 06320

The sealed proposal envelope shall be labeled as such:

"#_____ RFP FOR INDEPENDENT THIRD PARTY CODE REVIEW FOR THE BENNIE DOVER JACKSON MIDDLE SCHOOL PROJECT"

Sealed Proposals received after the above specified date and time will be rejected.

Postmarks prior to the submission deadline do NOT satisfy this condition. The City will not accept responses by e-mail or fax. Respondents are solely responsible for ensuring timely delivery. The City will NOT accept late responses.

The City may decline to accept responses received in unmarked envelopes that the City opens in its normal course of business. The City may, but shall not be required to, return such responses and inform the respondent that the documents may be resubmitted in a sealed envelope properly marked as described above.

An authorized person representing the legal entity of the respondent must sign the response and all forms included in this RFP.

IV. Termination or Amendment

The City reserves the rights to amend or terminate this RFP, to reject any or all respondents, to request additional information, to waive any informalities or non-material deficiencies in a response, and to take any and all other action that, in the City's sole judgment, will be in its best interests. The City reserves the right to ask any respondent to clarify its response or to submit additional information that the City in its sole discretion deems desirable.
In addition, the City may, before or after statement opening and in its sole discretion, clarify, modify, amend or terminate this RFP if the City determines it is in the City's best interest. Any addenda will be posted to the CT DAS contracting portal. **Each proposer is responsible for checking the DAS website, City website or New London Public School's website to determine if the City has issued any addenda and, if so, to complete its proposal in accordance with the RFP as modified by the addenda.**

V. Questions and Amendments

Questions concerning the process and procedures applicable to this RFP or the other requirements of this RFP are to be submitted **in writing** (including by e-mail) and directed **to**:

Mrs. Kathleen Turner
Colliers Project Leaders
135 New Road
Madison, CT

CC:
Ms. Julie Chapman
Purchasing Agent
City of New London Finance Office
13 Masonic Street
New London, CT 06320

jchapman@newlondonct.org

Respondents are prohibited from contacting any other City employee, officer or official concerning this RFP. A respondent's failure to comply with this requirement may result in disqualification.

The project manager listed above must receive any questions from respondents no later than **4:00 p.m. on Tuesday May 26, 2020**. That representative will confirm receipt of a respondent's questions by email. The City will answer all written questions by issuing one or more addenda, which shall be a part of this RFP, containing all questions received as provided for above and decisions regarding same.

At least four (4) calendar days prior to response deadline, the City will post any addenda on the State of Connecticut DAS website, and the City of New London's website http://ci.newlondon.ct.us/content/7429/7431/7445/8764.aspx **Each respondent is responsible for checking the website to determine if the City has issued any addenda and, if so, to complete its response in accordance with the RFP as modified by the addenda.**

NEW LONDON PUBLIC SCHOOLS

BENNIE DOVER JACKSON MIDDLE SCHOOL

PROPOSAL FORM – THIRD PARTY CODE REVIEW

PROPOSER'S FULL LEGAL NAME:
_____

PRICE PROPOSAL

Pursuant to and in full compliance with the RFP, the undersigned proposer, having visited the site or property if applicable, and having thoroughly examined each and every document comprising the RFP, including any addenda, hereby offers and agrees as follows:

To provide the products and/or services specified in, and upon the terms and conditions of, the RFP for the total sum of _____

_____/100 Dollars (write out in words) ($_____).

ALTERNATE #1: To provide the products and/or services specified in, and upon the terms and conditions of, the RFP as broken out under Alternate #1 for the additional sum of _____
_____/100 Dollars
(write out in words) ($_____).

ACKNOWLEDGEMENT

In submitting this Proposal Form, the undersigned proposer acknowledges that the price(s) includes all labor, materials, transportation, hauling, overhead, fees and insurances, bonds or letters of credit, profit, security, permits and licenses, and all other costs to cover the completed products and/or services called for in the RFP. Except as otherwise expressly stated in the RFP, no additional payment of any kind will be made for the products and/or services called for in the RFP.