

REQUEST FOR PROPOSAL

Third Party Code Compliance Review

For

North Stonington Elementary School State Project: #102-0025 EA/RR
Additions & Renovations & Wheeler Middle School & High School State
Project: #102-0024 EA/RR Additions & Renovations

Issue date: March 31, 2017

Proposals Due: April 10, 2017 2:00 p.m.

North Stonington Town Hall
Selectmen Office
40 Main Street
North Stonington, CT 06359

QUESTIONS: Contact Shawn P. Murphy, First Selectman, selectmen@northstoningtonct.gov

No questions will be accepted after 12 noon. on April 7, 2017

I. INVITATION TO BID

The North Stonington School Building Committee, is seeking to engage a consultant to perform Local Official Review Process per CGS 10-292(c) in accordance with the State Department of Administrative Services (DAS), Office of School Construction Grants (OSCG) for the:

1. North Stonington Elementary School Additions & Renovations project.
2. Wheeler Middle School and High School

The existing North Stonington Schools are located at 297 North Westerly Road, North Stonington, Connecticut.

This RFP is for planned completion review (PCR) documents review for all Civil/Site work, all Concrete, Structural Steel, Selective Demolition, all Architectural and MEP work for the entire project.

• PROPOSALS

Proposals should be addressed and delivered to:

Attention: Michael Urgo, Chairman Building Committee
40 Main Street,
North Stonington, CT 06359

Three hard copies and an electronic copy of the proposal shall also be submitted.
All proposals shall be delivered by: April 10, 2017, at 2 p.m.

II. PROJECT DESCRIPTION

Project Scope - Site

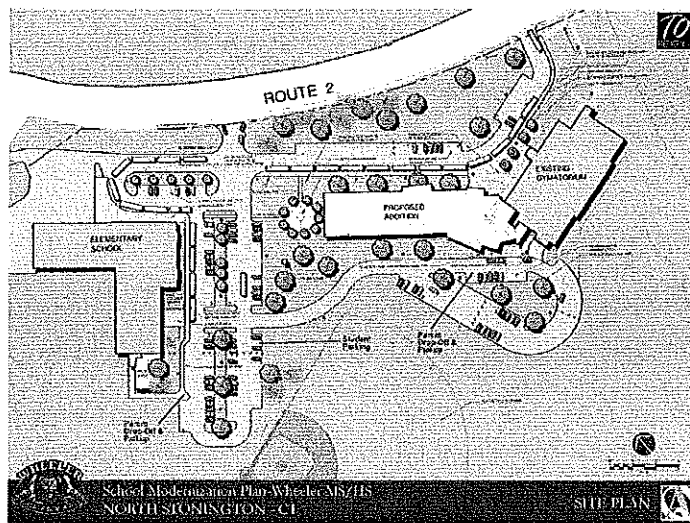


Existing Site - The North Stonington Schools are in a 49.17-acre campus setting that straddles Route-2. The existing North Stonington Elementary School is a PK thru 5th grade facility on the east side of Route -2. The school is located on the north-west side of the campus north of the gymnasium building.

EXISTING SITE ARIAL PLAN

New Site Plan Scope - The proposed concept maintains the school at the current location on the 41.5-acres to the west of Route-2. The new grade configuration of the elementary school will be Pre-K thru 6th grade. In evaluating and developing a site solution for the schools the following priorities were considered:

1. Clearly defined Main Entrances



2. Separation of School Bus and Parent vehicular traffic
3. Adequate parking -- Maintaining the total existing parking count on the West Campus
4. Direct access to the playgrounds and athletic fields
5. Meet all Accessibility / ADA and Health Safety Codes
6. Minimize impact on existing fields.
7. Maintain all development outside the wetlands buffer
8. Minimal increase in overall impervious cover.

The design approach provides an addition at the west side of the existing building adjacent to the 1996 addition and consolidates the existing utilities at the west side of Route 2 and the improvements will include the following:

- a. The public water supply which currently serves the site will be updated to provide service to the entire PK thru 12 campus.
- b. A new water storage facility along with a pump-house will be provided for the fire suppression system that will serve both schools.
- c. The existing septic system at the elementary school will be updated to meet current health code.
- d. The existing storm water system will be modified to accommodate the new facilities and the requirements of the State DEEP and local zoning.
- e. An emergency generator will be installed at each school.
- f. New Site lighting will be provided to accommodates the modified parking layout and vehicular circulation and meet safety standards.
- g. Handicapped Accessibility will be addressed as part of the site improvements
- h. Appropriate parking that meets the needs of the school, local zoning requirements and the accessibility codes will be provided for each school.
- i. Separation of vehicular circulation will be addressed to allow for the drop-off and pick-up of students by buses and parents.

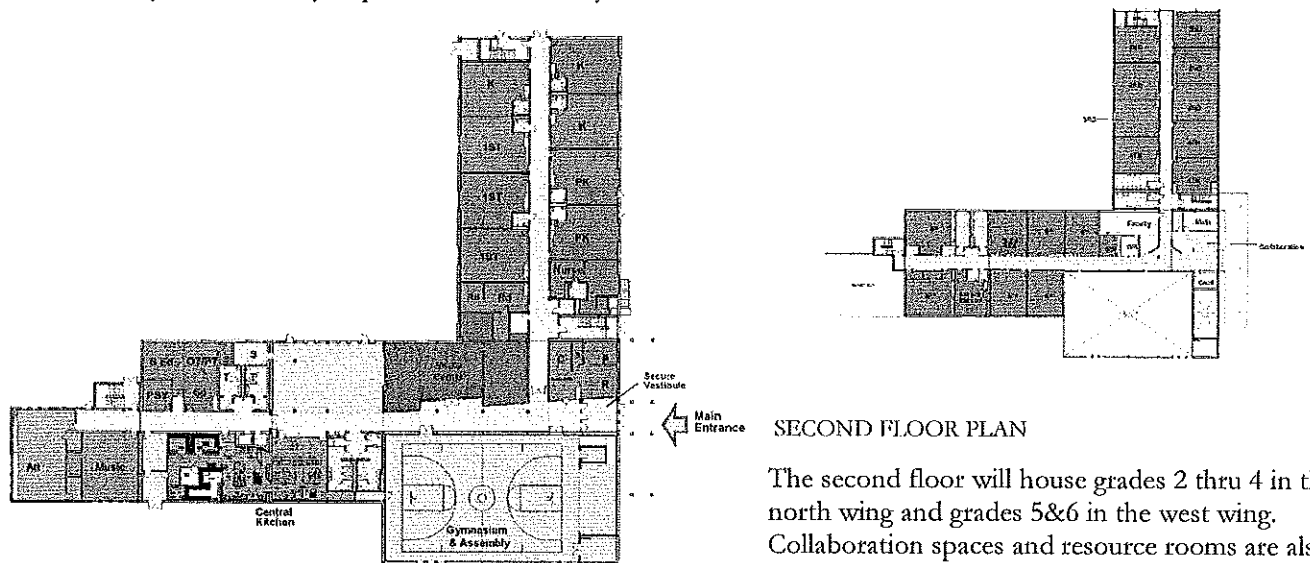
North Stonington Elementary School Building Scope

Existing Building - The North Stonington Elementary School building was built in 1964 with additions and renovations in 1967 and 1996. The most recent substantive project, was undertaken in 1996, and included re-roofing, code upgrades, interior upgrades to corridors, computer spaces, special needs space, kitchen and toilet facilities and new PK classrooms. The current facility does not meet the needs of 21st century learning environments. Over the past five years' additional improvements have been made to the boiler plants at each school and the chimneys have been replaced at the Elementary School. Currently several program spaces are not available to the Kindergarten and first grade student as the programs are located on the second floor. Some of the key deficiencies are identified below, however a more detailed report was provided with the grant application.

An overview of the facility and program related concerns at the North Stonington Public School buildings include:

North Stonington Elementary School

- Non-addressable fire alarm systems
 - Inadequate ventilation
 - Appropriate Security based on the new state guidelines. The administrative offices are remote from the main entrance.
 - Inadequate space for the kitchen and cafeteria.
 - The Cafeteria, Gymnasium and Assembly space is shared resulting in health concerns for the serving of food, safety concerns with the finishes of the floor and walls, acoustic, ventilation and availability of the space for the multiple uses.
 - Appropriate space for the pre-Kindergarten and Kindergarten classrooms
 - Inadequate space for music and remoteness of the program space.
 - Insufficient support space for mandated special education programs
 - Appropriate program adjacencies.
 - Availability of support programs such as computer laboratories at the main level for the PK thru 1 grade students
 - Building, Fire and Health Code violations
- **Proposed Building Design Scope** - The Proposed North Stonington Elementary School design will accommodate grades PK thru 6th grade, thereby adding approximately 60 students to the current enrollment. The proposed design approach locates all the shared program areas on the first floor thereby allowing access to all students. Safety and security is addressed by providing a secure entry vestibule and relocating the administrative office to the main entrance. The gymnasium will no longer serve as a gym/café/auditorium as existing space will be repurposed for a cafeteria. The new design will allow for three lunch waves and provide flexible spaces for large and small group instruction and collaboration. The renovated facility will result in a modern educational environment that provides the versatility and flexibility required for 21st century instructional models.



SECOND FLOOR PLAN

The second floor will house grades 2 thru 4 in the north wing and grades 5&6 in the west wing. Collaboration spaces and resource rooms are also provided at this level.

MAIN LEVEL FLOOR PLAN

The building addition of approximately 2,600 SF will house the art and music programs. As a small learning community of 426 students the classrooms spaces are designed with flexible partitions that provide the ability to have multiple right sized learning spaces. The design anticipates future expansion and incorporates natural light to all instructional spaces.

The HAZMAT test results indicate that there are low levels of PCB in the floor mastic and paint and it must be abated. In reviewing the option for abatement, the design team concluded that the most cost effective approach is to remove and replace the interior masonry non-bearing walls. The extent of renovation necessary in the existing building requires a full renovation approach, and a renovate-as-new application was submitted with the grant application.

Wheeler Middle School & High School

Project Scope - Site Existing Site - The North Stonington Schools are located in a 49.17-acre campus setting that straddles Route-2. The existing Wheeler High School / Middle School is a 6th thru 12th grade facility on the east side of Route -2 with a tunnel under the highway that connects the Middle/High School to the Music and Physical Education facility, also known as the Gymnasium on the west side of Route-2. The Gymnasium building also houses the office of the Board of Education Central Administration. The Pre-K thru 5th grade elementary school is located on the northwest side of the campus north of the gymnasium building.

EXISTING SITE ARIAL PLAN

New Site Plan Scope - The proposed concept locates the entire Pre-K thru 12th Grade campus on the 41.5-acres to the west of Route-2. This approach eliminates the use of the tunnel by students during the school day, as all activities are maintained on the contiguous parcel and in one building. The grade configuration of Wheeler High School / Middle School Will changed to a 7th thru 12th grade facility and the elementary school grade structure will be Pre-K thru 6th grade. The BOE central offices that are currently housed in the Gymnasium will be relocated to the vacated middle/high school building. In evaluating and developing a site solution for the schools the following priorities were considered:

9. Clearly defined Main Entrances
10. Separation of School Bus and Parent vehicular traffic
11. Adequate parking – Maintaining the total existing parking count on the West Campus
12. Direct access to the athletic fields
13. Meet all Accessibility / ADA and Health Safety Codes
14. Minimize impact on existing fields.
15. Maintain all development outside the wetlands buffer
16. Minimal increase in overall impervious cover
17. Appropriate space is designated for the BOE central office functions.

The design approach consolidates the existing buildings and utilities at the west side of Route 2 and the improvements will include the following:

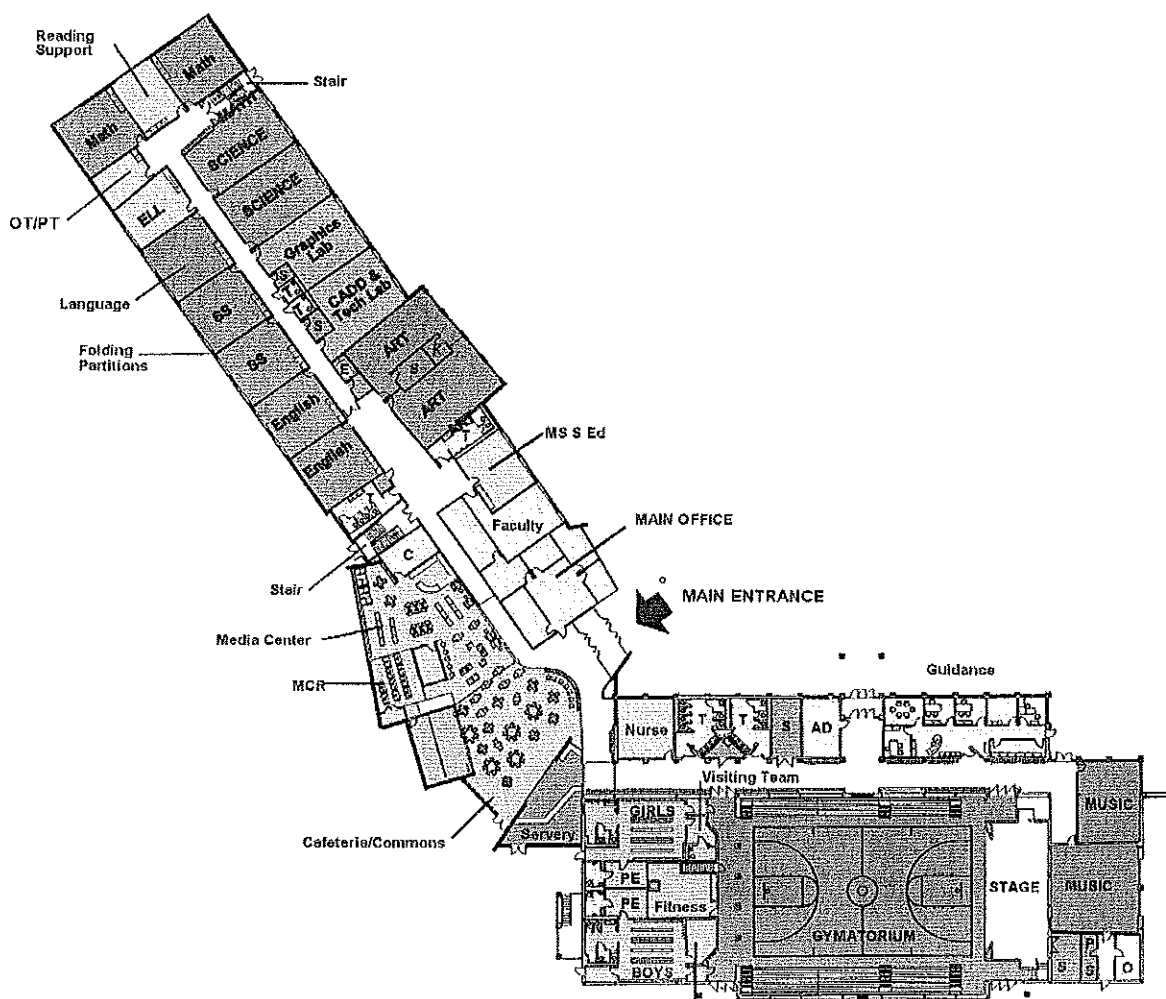
- j. The public water supply which currently serves the site will be updated to provide service to the entire PK thru 12 campus.
- k. A new water storage facility along with a pump-house will be provided for the fire suppression system that will serve both schools.
- l. A new DEEP approved septic system will be installed for the high/middle school.
- m. The existing septic system at the elementary school will be updated to meet current health code.
- n. The existing storm water system will be modified to accommodate the new facilities and the requirements of the State DEEP and local zoning.
- o. An emergency generator will be installed at each school.
- p. New Site lighting will be provided to accommodates the modified parking layout and vehicular circulation and meet safety standards.
- q. Handicapped Accessibility will be addressed as part of the site improvements. Currently students utilizing wheelchairs have to be bussed across Route 2 to attend music and PE classes.
- r. Appropriate parking that meets the needs of the school, local zoning requirements and the accessibility codes will be provided for each school.

- s. Separation of vehicular circulation will be addressed to allow for the drop-off and pick-up of students by buses and parents. Additional safe circulation and parking for student drivers will be addressed.

Wheeler High School & Middle School Building Scope

Existing Building - The Existing North Stonington Middle and High School building on the east side of Route-2 is a 71,000 SF structure with several additions to the original 1950 building, resulting in an inefficient meandering facility that does not meet the needs of 21st century learning environments. The middle school program occupies the north wing of the facility and there are several stress cracks developing in the masonry exterior walls. The low floor to floor height does not allow for the positioning of mechanical systems. The High school program is mainly provided in the two-story wing at the south side of the building. The shared programs such as the media center, art and technology are located in the center providing equal access to all students. The music and physical education programs are located in an approximately 26,000 SF Gymnasium building which was constructed in 1996 on the west side of Route-2. The Gymnasium facility has a stage that allows the gymnasium to be utilized as an assembly / auditorium space for the district. All students must exit the building several times a day to go through a tunnel under route 2 in order to access the physical education and music programs.

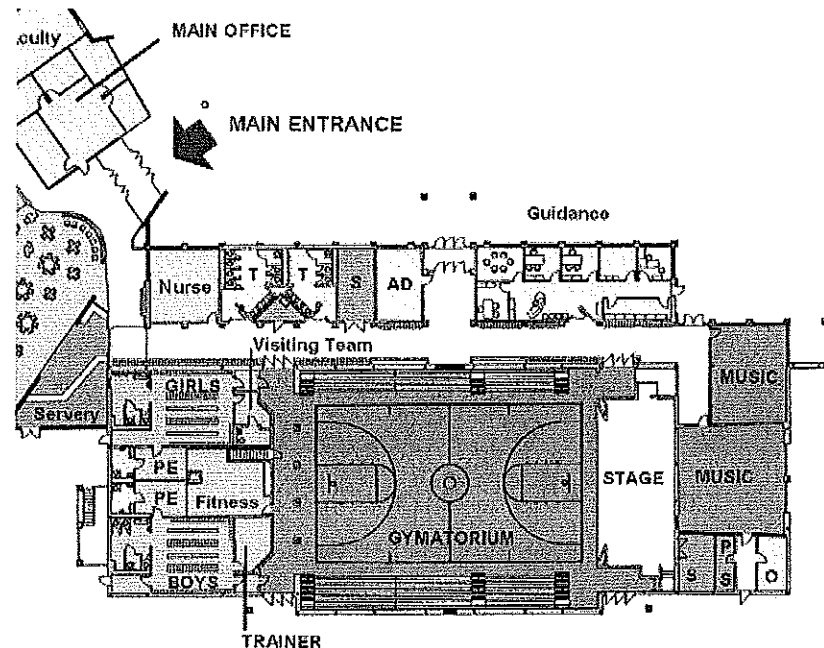
Proposed Building Design Scope - The Proposed Wheeler High and Middle School design consolidates all educational programs by connecting a new two story building addition to the gymnasium structure which will undergo a moderate level of renovations resulting in a code compliant facility. In the proposed design the Central office functions will be relocated to the existing high school on the opposite side of Route 2. The new design for the middle and high school facility will result in a modern educational environment that provides the versatility and flexibility required for 21st century instructional models.



HIGH SCHOOL MAIN LEVEL FLOOR PLAN

The building addition of approximately 42,500 SF will primarily house the core academic program spaces for the middle and high school in a 7th thru 12th grade configuration. The design provides for the separation of the academic spaces for the middle and high schools and assembly spaces are zoned to allow for community use after hours. There

GYMATORIUM RENOVATIONS - The Existing Gym/Auditorium building will continue to house the physical education and music programs and the School administrative offices and student health center will be relocated into this facility. The building will be renovated to meet current building, fire and health codes as well as ADA and title IX deficiencies. The program changes include the new chorus room that will be located adjacent to the Band rehearsal



The second floor of the new addition will primarily house the high school academic programs, with modern laboratory science classrooms, business and technology laboratories along with the support spaces. The resource spaces for students with special needs are located throughout the school. A green roof will be located adjacent to the biology clubroom.

GYMATORIUM RENOVATIONS - The Existing Gym/Auditorium building will continue to house the physical education and music programs and the School administrative offices and student health center will be relocated into this facility. The building will be renovated to meet current building, fire and health codes as well as ADA and title IX deficiencies. The program changes include the new chorus room that will be located adjacent to the Band rehearsal

room thereby consolidating the music program. Existing storage rooms, an office and corridor space has been used to create this space within the existing building. A nurse / health clinic will be located in an existing inadequately sized fitness room. The locker rooms are being renovated to accommodate Title IX violations and meet current codes. The current central office space will be updated for the guidance office and acoustic and privacy concerns will be remedied. The Gym and stage will not be modified however the lighting will be updated to meet energy code requirements and the HVAC system will be updated to meet current ASHRAE standards. The facility will be air-conditioned. The existing boiler room in

the basement will be used as the main boiler plant and will house the MEP Systems for the entire facility.

The project scope also includes the partial demolition of the existing middle/high school that is currently located on the west side of Route 2. This space will function as swing space for the elementary school once the new Wheeler High/Middle School is completed. The portion of the old (current) middle/high school that is not demolished will be used for the Board of Education Central Offices.

PCR DOCUMENT REVIEW

PCR documents review for all Civil/Site work, all Concrete, Structural Steel, Selective Demolition, all Architectural and MEP work for the entire project.

The anticipated commencement of the third-party review is May 1, 2017 and the document review must be complete and comments returned to the project architect by close of business on May 15, 2017 (subject to adjustment if commencement date changes, review time frame will be 2 weeks). The review shall be in strict conformance to the procedures required to complete all processes associated with Department of Administrative Services (DAS) Office of School Construction Grants (OSCG) Form SCG-3030 Code Conformity Certification (Attachment B), as well as to all applicable current codes, regulations, and design review practices. The review will be conducted and coordinated with the building official for a building permit for the project.

One meeting with the project architect and their consultants is anticipated to be required. One additional meeting with the local code officials is anticipated for this third party reviewer as part of this scope to coordinate sign-off on comments and required forms and answer any questions. Follow up coordination and communication may be required after these meetings and are to be included in the base bid.

III. WRITTEN PROPOSAL

The written proposal is due on April 10, 2017 at 2:00 p.m. Firms are required to submit three (3) hard copies of their Qualifications. The bid form to be used for the fee proposal is included as Attachment A. One electronic copy must also be submitted (USB flash drive preferred).

The proposal must be organized with the following sections:

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 code compliance 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 similar projects.

References — List (3) three client references for similar projects, include for each client:

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

Insurance — Provide a statement of coverage limits to include the following coverage. All respondents demonstrating insurance coverage will be considered.

- Commercial General Liability: \$1,000,000
- Auto-Mobile Liability: \$1,000,000 (if applicable)
- Professional or Errors & Omissions Liability: \$1,000,000
- Excess/Umbrella Liability: \$5,000,000
- Worker's Compensation: Statutory
- Employers Liability: \$1,000,000

FEE PROPOSAL

Provide a lump sum fee for the scope of services described above, using the Bid Form provided at Attachment A.

IV. SELECTION

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

ATTACHMENT A

BID FORM

North Stonington Elementary School PCR Review (Lump Sum Fee): _____

North Stonington Elementary School Additions & Renovations Project #102-0025 EA/RR

Wheeler Middle School & High School PCR Review (Lump Sum Fee): _____

Wheeler Middle School & High School Additions & Renovations Project #102-0024 EA/RR

I/We, the undersigned, submit this Lump Sum bid for the projects for the town of North Stonington

Signature:

Firm or Individual Name:

Date:_____



ATTACHMENT B

Department of Administrative Services (DAS)
Office of School Construction Grants (SCG)

CODE CONFORMITY CERTIFICATION

Director
Office of School Construction Grants
165 Capitol Avenue
Hartford, Connecticut 06106

Subject: State Project Number: _____ Phase: _____ of _____ LEA: _____

Facility Name: _____

Local Jurisdiction of Facility: _____

Pursuant to Section 10-292 of the Connecticut General Statutes, the final plans for any phase of a school building project as provided in Section 10-291 must be in conformance with state codes, statutes, and regulations and to federal laws.

The following documents are attached (mark boxes "X", as appropriate):

Attached	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	ICC Code Review Checklist completed by Local Official
<input type="checkbox"/>	<input type="checkbox"/>	Plan Review Record (PRR) by Local Officials
<input type="checkbox"/>	<input type="checkbox"/>	Design Professionals response to PRR with Local Officials acceptance
<input type="checkbox"/>	<input type="checkbox"/>	Approved Code Modifications
<input type="checkbox"/>	<input type="checkbox"/>	Second copy of Code/Egress/Site drawings for SC file

We, the undersigned, have reviewed the construction documents (drawings and project manual) for the above- mentioned school building project (the Project) dated _____. As confirmation of our review in accordance with the SC Guidelines and Plan Review checklists, we have signed and dated the cover page of the Project's drawings and manual. Further, our review has determined the Project's construction documents are in compliance with the current Connecticut State Building Code; Fire Safety Code and State Fire Prevention Code; Connecticut Department Public Health Regulations; Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act (ADA) of 1990; and OSHA requirements.

Building Official

(Print Name): _____ Signature: _____ Date: _____

Fire Marshal

(Print Name): _____ Signature: _____ Date: _____

Section 504 Official

(Print Name): _____ Signature: _____ Date: _____

Health Inspector

(Print Name): _____ Signature: _____ Date: _____

Attachment C

North Stonington High School, Middle School, & Elementary School Code Design Standards

CODES TO WHICH THIS PROJECT WAS DESIGNED

- | | |
|--|------|
| 1. INTERNATIONAL BUILDING CODE | 2012 |
| a. IBC CONNECTICUT SUPPLEMENT | 2016 |
| 2. INTERNATIONAL EXISTING BUILDING CODE | 2012 |
| a. IEBC CONNECTICUT SUPPLEMENT | 2016 |
| 3. INTERNATIONAL MECHANICAL CODE | 2012 |
| a. IMC CONNECTICUT SUPPLEMENT | 2016 |
| 4. INTERNATIONAL PLUMBING CODE | 2012 |
| a. IPC CONNECTICUT SUPPLEMENT | 2016 |
| 5. NFPA 70 NATIONAL ELECTRIC CODE | 2014 |
| a. NFPA 70 CONNECTICUT SUPPLEMENT | 2016 |
| 6. INTERNATIONAL ENERGY CONSERVATION CODE | 2012 |
| a. IECC CONNECTICUT SUPPLEMENT | 2016 |
| 7. CONNECTICUT FIRE SAFETY CODE | 2016 |
| 8. REGULATIONS OF THE CONNECTICUT DEPARTMENT OF PUBLIC HEALTH | 2009 |
| 9. CURRENT O.S.H.A - TITLE 29/LABOR | |
| 10. REHABILITATION ACT 1973, SECTION 504 INCLUDING UNIFORM FEDERAL | |
| 11. ACCESSIBILITY STANDARDS (UFAS) AND SECTION 504 | |
| 12. ICC/ANSI A117.1 | 2009 |
| a. ICC/ANSI A117.1 CONNECTICUT SUPPLEMENT | 2016 |
| 13. (CGS) CONNECTICUT GENERAL STATUTES | |