

## **REQUEST FOR QUALIFICATIONS/PROPOSAL**

North Stonington Public Schools  
Hazardous Materials Inspections, Remediation  
Design, and Remediation Monitoring Services  
for

North Stonington Elementary School  
&  
Wheeler High School & Middle School  
Norwich Westerly Road  
North Stonington, CT 06359

Town of North Stonington  
40 Main Street  
North Stonington, CT 06359

OSCG Project TMP 102 TVSJ

Issue date: October 4, 2016

Pre-proposal meeting and mandatory walk-through:  
October 11, 2016 at 2:30pm EST  
298 Norwich Westerly Road  
North Stonington, Connecticut 06359

Written Responses Due: October 18, 2016 at 2:00 pm EST

QUESTIONS: Should be directed to the Building Committee, in writing via e-mail  
[nsschoolmodernization@gmail.com](mailto:nsschoolmodernization@gmail.com) No questions will be accepted after 12:00 pm  
EST October 13, 2016

## **I. Instruction to Bidders**

The building Committee for the North Stonington Schools Modernization Plan will be administering this RFQ/P process for the Town of North Stonington ("Owner"). Written proposals in response to this RFQ/P ("Proposals") are due by October 18, 2016 at 2:00pm EST. Attached to this RFQ/P is a form for providing unit prices and a form for providing the based bid (collectively, the "Fee Proposal Forms"). Proposals must contain (a) a fee proposal consisting of bidder completed Fee Proposal Forms (the "Fee Proposal"), which Fee Proposal shall contain:

1. A stipulated lump sum fee for the services to perform the initial investigation of the facilities and the development of a sampling plan based upon such initial investigation
2. A separate stipulated lump sum fee, for the samples that will be performed as defined in the sampling plan.
3. Unit prices for services, which unit prices are to include, without limitation, sampling labor rates and sampling costs (including turn-around-times noted on the Fee Proposal Forms) and rates for the following: hazardous materials inspection; preparation of the hazardous materials inspection report;
4. Post PCB inspection; preparation of the remediation design.
5. All work required for EPA approval for the PCB remediation

Remediation monitoring; and preparation of the remediation final report is not included in this proposal.

Bidders are required to submit an individually sealed hard copy of the Fee Proposal in addition to twelve (12) hard copies and one electronic copy of the Qualification Proposal to the Selectmen's Office located in North Stonington Town Hall, 40 Main Street, North Stonington CT 06359, Attention: Michael Urgo, Chairman Building Committee.

Qualified bidders shall be a firm, company, or team possessing extensive experience in lead, asbestos, PCB, and Universal Waste investigation and characterization. Said entity shall possess the professional standards/credentials to undertake such a project, and have a resume to demonstrate successful completion of similar services for projects with similar size/scope.

## **II. Project Description**

**Wheeler Middle and High School Improvements:** (1) an approximately 44,250 square feet two level addition at the gymnasium building on the west side of Route 2, that will accommodate: classrooms, science labs, art studios, graphic and CADD labs, Special education classrooms and support spaces, a multipurpose space to support the chorus program, business labs and classrooms, a cafeteria and server, media center, student and faculty toilets and infrastructure spaces for circulation, storage and mechanical, electrical and plumbing systems; (2) Improvements within the existing gymnasium building will include: the renovation of the gymnasium including storage, locker rooms, public toilets, stage and a lobby/circulation space, administrative offices, nurse/health clinic, offices and the band room and related

storage and practice rooms; (3) various building systems improvements including: replacement of all mechanical, electrical, plumbing, and fire protections systems and infrastructure; security and communication systems upgrades; energy conservation improvements including exterior wall, door, window, and roof replacement or updates; central air conditioning system installation throughout the building; and installation of an emergency generator and **alternative energy** High Performance building systems; (4) various code and ADA compliance improvements and renovations; (5) various site improvements including: septic system, separation of the bus/parent/student vehicular traffic circulation, and additional parking; (6) all demolition and HAZMAT remediation of portions of the existing middle and high school located on the east side of Route 2 comprising the 1950s and 1960s building along with the boiler room, kitchen and cafeteria spaces; and (7) related improvements and work.

**North Stonington Elementary School Improvements:** (1) an approximately 2,600 square feet addition at the elementary school to accommodate the reconfiguration of central kitchen, **servery**, cafeteria, multipurpose room/stage, and instructional programs; (2) improvements within the existing building will include: reconfiguring the gymnasium including storage, offices, student/public toilets, a lobby/circulation space, fully renovated classrooms and handicapped accessible toilets in the Pre-Kindergarten and Kindergarten classrooms; relocation of the art, music and technology program in a fully renovated space; relocation renovations and improvements of the media center and special education programs; renovations associated with the nurse/health clinic, administrative and guidance offices; and expansion and renovation of the cafeteria and kitchen; (3) various building systems improvements including replacement of all mechanical, electrical, plumbing, and fire protections systems and infrastructure; security and communication systems upgrades; energy conservation improvements including exterior wall, door, window, and roof replacement or updates; central air conditioning system installation throughout the building; and installation of an emergency generator and alternative energy systems; (4) various code and ADA compliance improvements and renovations; (5) various site improvements including separation of the bus/parent/student/parking and vehicular traffic circulation; accessibility to all site facilities; pavement resurfacing; physical education; and building access improvements; updating the site utility and drainage infrastructure; (6) all HAZMAT remediation; and (7) related improvements and work.

**North Stonington Board of Education Central Office Roof Replacement and Other Improvements:** (1) removal and replacement of the roof in the area comprising the current main entry, the main office, media center, art room, classrooms up to the corridor leading to the elevator in the two story wing of the high school portion of the Wheeler Middle and High School, to be converted into the North Stonington Board of Education Office; (2) all HAZMAT remediation related to the roof replacement; and (3) related improvements and work.

The current project schedule requires that the initial hazardous materials investigation and the development of a sampling plan will be completed no later than November

15, 2016. The sampling, testing, analysis, and remediation design is required to be completed by November 30, 2016.

It is anticipated that the project will be done in multiple phases, beginning with the construction of the high school addition and renovation of the gymnasium building that was constructed in 1996. The North Stonington Elementary school would be abated next and the existing 1950's and 1960's wings of the Middle/High School would be abated and demolished as the final phase. All buildings will be unoccupied by students during abatement and construction.

Attached to this RFQ/P is the 2016 AHERA 3 Year Re-Inspection Report prepared by the Town's consultant Eagle Environmental, LLC (the "AMC Report"). Limited confirmatory sampling of previously identified non-ACM materials in the AMC Report should be included in the sampling plan to the extent necessary and/or required to identify the presence of hazardous or regulated materials.

With regard to the project, this RFQ/P is requesting proposals from bidders for services necessary and/ or required to perform the services set forth in this RFQ/P pursuant to and in compliance with the Contract (as such term hereinafter defined) and the requirements set forth in this RFQ/P (collectively, the "Services"). The Services shall be performed pursuant to the Owner's contract, a copy of which is attached to this RFQ/P (the "Contract"), and each bidder submitting a Proposal agrees that such submission is deemed an agreement by the bidder to (i) accept the terms and conditions of the Contract; and (ii) if awarded the Contract by the Owner, execute the Contract without any exceptions.

To the extent applicable to the Services, the bidder awarded the Contract shall be required to comply with the nondiscrimination and affirmative action provisions of Connecticut General Statutes Sections 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5 and shall meet/exceed the goals and requirements of the State of Connecticut Commission on Human Rights and Opportunities ("CHRO"), including without limitation, such goals and regulations that became effective as of October 1, 2015.

### **III. Minimum Qualifications**

Eligible respondents will be those qualified professionals that effectively demonstrate the following:

1. Experience and expertise in (i) hazardous or regulated materials, including, without limitation, lead, mercury, chemicals, radioactive contaminated materials, and asbestos, (ii) PCB consulting, and (iii) possessing the professional credentials to undertake and successfully complete the services outlined in this RFQ/P.

2. Knowledge of Federal and State laws and regulations governing the services outlined in this RFQ/P.  
Experience with State DPH, DAS, DEEP, and U.S. EPA technical processes and staff responsible for overseeing the project.
3. Extensive knowledge of and experience utilizing the EPA 2012 PCB Bulk Product Waste Reinterpretation.
4. Experience with performing asbestos abatement work in an occupied school facility.
5. Considerable experience utilizing asbestos abatement alternative work practices in a school facility.
6. Familiarity with the Universal Waste Rule, including maximizing recycling opportunities whenever practicable.
7. The experience and knowledge necessary to facilitate a strong working relationship with the DAS Office of School Construction Grants (OSCG).

Special consideration will be given to firms who successfully demonstrate experience doing asbestos abatement while students occupy the facility, and to firms who demonstrate experience with the EPA2012 PCB Bulk Product Waste Reinterpretation.

#### **IV. Scope of Services**

A meeting with the Owner and the Owner's designated representative, the Project's construction manager, Owner's Project Manager, and Architect collectively, the "Project Team") will be held prior to the commencement of inspections to review the areas impacted by the project, and to discuss testing and remediation options that are available for consideration. The contract is intended to require the successful bidder to provide all materials, all labor, all professional licenses and certifications, and all else whatsoever is necessary to properly finish all work and/or services set forth in this RFQ/P in connection with (i) hazardous material inspections (asbestos, lead, PCBs, universal wastes and regulated materials), (ii) the hazardous materials inspection report, (iii) the post PCB inspections, (iv) remediation design, (v) EPA approval, and (vi) remediation final report, which shall be performed to the satisfaction of the Project Team. Analysis of samples shall be performed by an independent laboratory that is in no way affiliated with the entity performing the services outlined in this RFQ/P. The entity selected to fulfill this contract will be required to access pipe tunnels and other confined space areas for inspection and testing. The selected entity responding to this RFQ/P will be responsible to carry out the

following tasks:

1. Hazardous Material Inspection - Asbestos:

- a. Provide inspection services related to the identification and characterization of potential regulated asbestos-containing material (RACM) including quantification and location of materials. Inspections shall be made of both interior and exterior materials. Analytical samples shall be collected as required. Analysis of samples to be performed at a NIST/AIHA accredited laboratory.
- b. Invasive/destructive testing shall be performed as required. Surfaces impacted by such testing need to be repaired in structures that are occupied, or are to be reoccupied prior to demolition or renovation, to allow safe occupancy of students and staff. Costs for temporary repairs shall be included in the Additional Unit Pricing section of the Fee Proposal Forms as an allowance. The Town has an on-call roofing contractor that will be responsible for repairing all roofing test locations, arrangements to have the roofing contractor on site must have already been made through the Owner's Department of Public Works prior to any destructive roofing tests being performed. Costs for roofing repairs shall not be included in the Fee Proposal.

c. Inspection services shall include the collection, handling, material containers, delivery, mailing, testing and reporting of the following tests as required to adequately characterize the facility:

- Polarized Light Microscopy (PLM) Bulk Sample Analysis
- PLM Point-Count Sample Analysis
- Transmission Electron Microscopy (TEM) Bulk Sample Analysis

2. Hazardous Material Inspection - Lead:

a. Provide engineering services related to the inspection and testing (i.e. X-ray Fluorescence (XRF), Toxicity Characteristic Leaching Procedure (TCLP) and Atomic Absorption Spectrophotometry (AAS) of painted building components. Inspections shall be made of both interior and exterior materials and shall be adequate to characterize any potentially lead containing materials.

b. Base inspection services shall include the collection, handling, material containers, delivery, mailing, testing, and reporting of the following tests as required to characterize the facility:

- XRF Sample Analysis- (as required, included in inspection cost)
- Paint Chip Sample Analysis
- TCLP Sample Analysis
- AAS Sample Analysis

3. Hazardous Material Inspection- Polychlorinated Biphenyls (PCBs):

a. Provide PCB characterization services as indicated. Prior to sending any samples to a lab, confirm with the Project Team that the testing of that material is the desired course of action, or if in the opinion of the Project Team, it would be in the best

interest of the Town of North Stonington to pursue some other course of action (utilizing the EPA 2012 PCB Bulk Product Waste Reinterpretation, for example).

b. For building materials approved for testing by the parties listed in 3.a. above, provide inspection/investigation services and testing (PCB Soxhlet Extraction Method) to identify the presence of PCB's in building materials that are scheduled to be impacted by the selective demolition process in the proposed project areas. Where previously authorized, inspections shall be made of both interior and exterior materials. Soil and air testing is not included.

c. Base inspection services shall include the collection, handling, material containers, delivery, mailing, testing, and reporting of the following tests:

- PCB Bulk Sample Analysis

4. Hazardous Material Inspection-Other Materials/Universal Wastes:

a. Determine the presence of hazardous and regulated materials within and adjacent to the proposed construction and/or demolition area that may have to be remediated in accordance with local, state and federal regulations prior to the start of construction or demolition activities.

b. Every effort shall be made to utilize recycling as an option for disposal, subject to practicability and the approval of the construction manager.

c. Material assessment shall include but not be limited to:

- Site utilities (water, gas, sewage, electric)
- Sanitary sewer system
- Chlorofluorocarbon sources (e.g. HVAC Systems, Kitchen Equipment)
- Chemical Inventory (e.g. UST, drums, containers)
- Potential PCB and Diethylhexyl phthalate (DEHP) containing materials/equipment
- Mercury sources (e.g. fluorescent light ballasts)
- Thermostats
- Exist signs (radiation)

5. Hazardous Material Inspection Report:

a. Report shall be inclusive of Asbestos, Lead, PCBs and Other Materials inspections and testing. Provide an inventory of each identified (or assumed) hazardous building material including location and quantity of each type of material.

b. At a presentation meeting conducted by the entity completing this contract, provide one each (1/ea. for a total of 4) hard copy and one each (1/ea. for a total of 4) electronic copy of the report to each member of the Project Team. The presenter(s) shall provide acceptable responses to the Owner's team's questions and comments.

6. Post PCB Inspection:

The HAZMAT consultant is responsible for determining and including all the necessary samples and testing so that an accurate assessment of the building is developed. As noted in number 3a. above, prior consent from the Project Team is required for any samples to be sent to a lab for testing. In the event that the Project Team has authorized

laboratory testing, the following protocols shall be applicable for those test result

- a. A meeting shall be held with the Project Team upon receipt of the initial PCB characterization test results to discuss the results and required courses of action.
- b. If test results yield concentrations of PCB's 1 mg/KG or less there will be no further testing. c.If test results yield concentrations of PCB's in excess of 1 mg/Kg but less than 50 mg/Kg, the remediation design shall comply with State DEEP Regulations including but not limited to Connecticut General Statutes Sections 22a-463 through 22a-469. The Consultant shall issue the appropriate notifications to State and Local Authorities.
- c. If test results yield concentrations of PCB's in excess of 50 mg/Kg the remediation design shall comply with the US.EPA Regulations and be submitted to EPA for review and approval prior to commencing with the remediation work. The entity fulfilling this contract shall issue the appropriate notifications to State and Local Authorities.

#### 7. Remediation Design:

(Note: The Remediation Design is required to list specific disposal facilities that will accept each of the various regulated materials identified. Also, backgrounds of existing building floor plans will be provided electronically for the development of Remediation Plans.)

- a. At a presentation meeting conducted by the entity completing this contract, said entity shall review the draft final Remediation Design and draft cost estimate with the Project Team. The presenter(s) shall provide acceptable responses to the Owner's team questions and comments. Make edits to the Remediation Plan based on agreements reached at the presentation meeting.
- b. Develop complete Asbestos, Lead, PCB and Hazardous Materials Remediation Plans and specifications for: 1. Submission to the local code officials having jurisdiction for their review and approval per most current State of Connecticut Department of Administrative Services, Office of School Construction Grants (OSCG) requirements; 2. Submission to the OSCG for a Pre-bid Conformance Review (PCR) meeting and approval to go to bid, followed by; three. Competitive bidding.
- c. Prepare Remediation Cost Estimate for OSCG PCR meeting in the format required by the OSCG.
- d. Attend meeting(s) with local officials and/or their designated reviewer(s) to discuss the remediation design and to respond to questions and/ or review comments.
- e. Attend OSCG Design Development Review (DDR) and PCR meeting(s) with Construction Manager and/or Architectural firm.
- f. Coordinate Remediation scope with Project Team. Coordination may require attendance at three (3) meetings.
- g. Develop Alternative Work Practices (AWP) if applicable or desirable by the Construction Manager. The State Department of Public Health shall approve all AWP prior to implementing said AWP.
- h. Attend Mandatory Contractor Pre-Bid Conference to describe the Remediation Plan and to answer questions.

- i. Prepare Addenda in response to Pre-Bid Conference, contractor Requests for Information(RFI), etc.
- j. Provide one each (1/ea. for a total of 4) electronic copy of the OSCG approved Remediation Design Documents without mark-ups (clean copy) to each member of the Project Team.
- k. Provide a scanned electronic version (1/ea. For a total of 2) of the original OSCG-stamped hard copy set of documents that were approved by the OSCG to the Owner's Project Manager and the Construction Manager. Provide the original hard-copy set of documents that were approved and stamped by the OSCG to the Owner/Town Engineer for their records to be used for reference throughout the project lifespan, including until at least the completion of the State Audit of the project.

## **General Conditions**

All contracts executed between the Owner and the successful bidder are subject to these provisions and language requiring such compliance will be included in all contracts.

*Affirmative Action and Equal Employment Opportunity and Non-discrimination:* The bidder hereby agrees, if awarded the contract, to comply with the Affirmative Action/Equal Employment Opportunity and Nondiscrimination requirements of the contract and to submit all information and reports required therein.

*Submittal Rejection:* The Owner has the right to reject any and all proposals and waive any and all irregularities therein, if it is found to be in the best interest of the Owner. Proposals not received by the stated deadline are ineligible for consideration and will not be opened. The Owner may change the deadline at any time in order to assure adequate review of the proposals.

*Contract and Method of Payment:* The final form of contract and scope of services will be negotiated between the Owner and the highest ranked bidder after the selection process is completed. Invoices with proper documentation can be submitted on a monthly basis, based on the Owner's established payment schedule.

*Limitation of Liability:* The Owner assumes no liability for costs incurred by consultants in responding to this RFQ/P or any associated processes. All proposals become a matter of public record upon submission.

*Insurance Requirements:* Generally, the following coverage is required:

The successful bidder shall procure and maintain at its own expense, the following insurance:

- a. Workers compensation with minimum statutory limits on Employer's Liability Part B and Occupational Disease.
- b. General Liability Insurance on an occurrence basis with minimum limits of:

\$1,000,000 General Liability Damage  
\$1,000,000 Personal Injury Limit and  
\$5,000,000 Each Occurrence and Annual Aggregate

Coverage shall include Broad Form Property Damage, Contractual Liability and Completed Operations coverage, Professional Liability where applicable and such other insurance as the Owner may require. It is the responsibility of the successful bidder and its insuring agent to provide the Owner with current certificates throughout the contract period, keeping the required limits in full force and effect. The Owner reserves the right to modify or change the requirements at any time if it is in the best interest of the Owner to do so.

- c. Auto Liability Insurance with minimum limits of:

\$1,000,000 Bodily Injury Per Occurrence  
\$5,000,000 Excess Each Occurrence  
\$1,000,000 Property Damage or  
\$1,000,000 Combined Single Limit

- d. All insurance shall be evidenced by a certificate of insurance showing that the successful bidder's insurance is in full force and the carrier shall notify the Owner that the policies will not be canceled with less than 30 days written notice to the successful bidder. In addition, the Owner shall be listed as additional insured as regards to General and Automobile (if appropriate) Liability on all certificates.

- e. Professional Liability, \$1,000,000 per claim.

Note: Insurance Certificates in accordance with the requirements contained herein must be submitted to the Owner prior to the issuance of a Purchase Order.

*Fee Amounts:* All prices and costs shall be stated in units of quantity, less federal, state, and local taxes.

*Non-collusion:* The bidder certifies by signing the cover letter that the proposal is made without prior understanding, agreement, or accord with any other person or entity submitting a proposal for the same product or service. Certification is also made that

this proposal is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person or entity engaged in the same line of business or commerce.

## **Submittal Requirements**

The proposal response should include the following elements, at a minimum and in order:

1. Cover letter identifying direct contact name, address, phone number and email.
2. Overview of organization and key personnel assigned to the project, including individual roles and biographical information, include any proposed subcontractors (not Testing Labs).
3. Detailed description of organization's experience with hazardous material studies/investigations, not to exceed two

(2) pages.

4. Detailed description of organization's experience with USDA financing and loan process if any.

5. A list of three (3) references with contact information. Preference will be given for projects of similar size and scope.

6. Fee Proposal and structure per UNIT PRICES (Page 1 of 1) and BID FORM provided in a SEPARATE sealed envelope per the Requirement above.

### **UNIT PRICES**

The undersigned further proposes and agrees that should the amount of work required be increased, then the following supplemental Unit Prices will be the basic price in place for computing extra cost. All Unit Prices shall include all cost of work to the representative contractor, including all charges for materials, labor, plant, equipment, overhead, profit, additional insurance, taxes and all charges of whatever kind.

The stated costs are to be for "Additions" of work to the Contract with TAT's as shown below.

#### **DESCRIPTION OF UNIT PRICES**

**Personnel and Reporting Fee's Schedule** - All Unit Prices are inclusive of wages, taxes, travel, reimbursable expenses, overhead and profit.

- Principle
- Senior Project Manager
- Project Licensed Inspector
- Licensed Inspector
- Licensed Inspector
- Licensed Project Monitor
- Licensed Project Monitor
- Licensed Project Monitor
- Licensed Project Monitor
- CADD Operator
- Administrative/Clerical
- Manager

\$\_\_\_\_/Hour

\$\_\_\_\_/Hour

\$\_\_\_\_/Hour

\$\_\_\_\_/Hour

\$\_\_\_\_/1/2 Day Rate

\$\_\_\_\_/Full Day Rate

\$\_\_\_\_/Hour

\$\_\_\_\_/1/2 Day Rate

\$\_\_\_\_/Full Day Rate

\$\_\_\_\_/Hour-Overtime

\$\_\_\_\_/Hour

\$\_\_\_\_/Hour

**Laboratory and Equipment** (for Expedited Work, if previously authorized) - If the Construction Manager requests expedited Turn Around Time (TAT), then the following supplemental Unit Prices will be the basic price in place for computing extra cost. All Unit prices are inclusive of collection, handling, material containers, delivery, mailing, testing, reporting, overhead and profit.

PLM Bulk Samples/Analyses (24 Hour TAT)	\$_____
/Each	
PLM Point-Count Samples/Analyses (24 Hour TAT)	\$_____
/Each	
TEM Bulk Samples/Analyses (24 Hour TAT)	\$_____
/Each	
TEM Air Analyses (24 Hour TAT)	\$_____
/Each	
TEM Air Analyses (6 Hour TAT)	\$_____
/Each	
PCM Samples (On-Site)	\$_____
/Each	
Paint Chip Lead Samples/Analyses (48 Hour TAT)	\$_____
/Each	
TCLP Lead Samples/Analyses (48 Hour TAT)	\$_____
/Each	
AAS Lead Samples/Analyses (24 Hour TAT)	\$_____
/Each	
Lead in Air/Wipe Samples (24 Hour TAT)	\$_____
/Each	
PCB Bulk Samples/Analyses (48 Hour TAT)	\$_____
/Each	
PCB Soil Samples/Analyses (48 Hour TAT)	\$_____
/Each	
PCB Wipe Samples- 8081 (48 Hour TAT)	\$_____
/Each	
PCB in Air Samples - Aroclors - T0-10A (48 Hour TAT)	\$_____
/Each	
PCB In Air Samples- Homologs- 680 (48 Hour TAT)	\$_____
/Each	
PCB in Air Samples- Congeners- SW-846 8082 (5 Day TAT)	\$_____
/Each	