

REQUEST FOR QUALIFICATIONS

FLOYDVILLE ROAD BRIDGE OVER SALMON BROOK

CONSULTING ENGINEER

For

SCOUR COUNTER MEASURES DESIGN

The Town of East Granby invites the submission of qualifications from engineering design firms for the purpose of preparing a complete design package for the design of improvements to the Floydville Road Bridge over Salmon Brook.

A description of project, general scope of work, and submission requirements are available from the First Selectman's Office.

Interested firms are requested to submit three copies of their qualifications to the Office of the First Selectman, during normal office hours and by no later than 2:00 p.m. on September 10, 2020.

Envelopes should be marked: "RFQ – Engineering Services for the Floydville Road Bridge"

Services include all work necessary to prepare plans, specifications, bid documents and obtain all necessary permits for the construction of the above noted scour countermeasures. The Floydville Road Bridge has been rated as scour critical by the Connecticut DOT. The critical area of concern is the southeasterly abutment, where the abutment footing is exposed and undermined. The bridge was recently reconstructed and at the time scour countermeasures were not considered a necessity, due to the fact that the bridge is founded on piles and the abutments have been reinforced by a tie-back system. The Connecticut DOT now has a concern due to the undermining of the abutment.

The engineering work includes investigation into the extent of the existing scour and to design and permit the necessary repairs and scour countermeasures.

This project is funded, in part, by the Connecticut DOT's Local Bridge Program and therefore all design and permitting shall meet the requirements of the Local Bridge Program. Since the project is funded in part with dollars from the State of Connecticut, the bid documents and construction must comply with the State Commission on Human Rights and Opportunities regulations, particularly in regards to set-aside goals.

INFORMATION FOR BIDDERS

1. **TAX EXEMPTION** – Purchase of materials for this project are exempt from Connecticut sales tax.
2. **BID BOND** – A bid bond is not required for this project. Any bid may be withdrawn by the bidder prior to the time scheduled for receipt of bids. No bid may be withdrawn within 30 days of the bid opening.
3. **PRE-BID INSPECTION** – Each bidder shall satisfy himself as to the nature and location of the work, the general and local conditions and all other matters which can in any way affect the work or the cost of successfully performing the work.

4. **QUALIFICATION OF BIDDERS** – The Town may make such investigations as it deems necessary to determine the ability of the bidder to perform the work and the bidder shall provide the Town with any information requested for this purpose. The Town reserves the right to reject any bid if the investigation of such bidder indicates that the bidder is not qualified to complete the project or has previously failed to properly perform or complete on time any contract. See also the **SPECIAL CONDITIONS** section at the end of this document.
5. **RIGHT TO REJECT BID** – The Town reserves the right to reject any or all bids. Any bid which contains any omissions, alterations of form, additions or alternates not called for, erasures or corrections, or any irregularities may be disregarded or rejected as improper except that the Town may waive any defects or irregularities. **Any bids that are submitted or received after the scheduled closing time for receipt of bids will be rejected.** The Town of East Granby reserves the right to waive any informality or to reject any or all bids when such action is deemed in the best interest of the Town.
6. **ACCEPTANCE AND AWARD OF CONTRACT**– Acceptance of the bid will be by notice in writing signed by the First Selectman and mailed to the address designated in the bid form.
7. **INSURANCE**– The Town will not enter into Agreement with the Contractor for any work under this project until required insurance as detailed under **SPECIAL CONDITIONS** has been obtained and the Town has received certificates of insurance, nor shall the Contractor permit any subcontractors to commence work until similar insurance has been obtained and the Town has received certificates of insurance. All policies shall hold harmless the Town of East Granby and the Town of East Granby shall be named additional insured. Each insurance certificate shall contain a statement by the insurance carrier not to cancel the policy except upon (30) days’ notice to the Town.
8. **FAILURE TO EXECUTE CONTRACT**– If the successful bidder fails to execute the contract within twenty (20) days after the mailing of the Notice of Award of the Contract, then the Contractor shall be deemed to have refused to enter into the contract and to have waived all claim to the work. The Town shall then have the right to contract with the next acceptable bidder to perform the work under this contract.
9. **WAGE RATES**–The Town has determined that the State Prevailing Wage rates may apply for this project. The Town reserves the right to alter this determination if warranted after a review of the bids.

10. **PROJECT COMPLETION DATE: TBD**

11. **ADDITIONAL INFORMATION AND SCOPE OF WORK** –

The following information relative to the project services is offered:

1. The consulting engineer is to prepare all applications to the State of Connecticut DEEP, Town Commissions, Army Corps of Engineers and any other agency from which an approval or permit must be acquired. The consulting engineer is to make any presentations to these agencies which may be required.

Note that the project site is within a DEEP identified area of concern on their Natural Diversity Data Base Area map and the consultant is required to contact the DEEP to confirm whether the project could affect rare and endangered species or species of special

concern. Should the DEEP require any special investigations or studies for identified species, this work shall be considered an additional service with a fee to be negotiated.

2. The consulting engineer is to provide all services related to surveying, soundings, wetlands delineation, hydrologic/hydraulic/scour studies and analyses, improvement alternatives evaluation, design of the repairs and scour countermeasures and appurtenant work, etc. A preliminary scope of services to be provided is attached.
3. The consulting engineer is to assist the Town during the bidding process including the provision of bid documents, issuance of any addenda, evaluation of submitted bids, etc.
4. The consulting engineer is to provide the Town with construction easement maps (up to two) which may be required for the project. The Town will acquire any rights needed.
5. Prospective consultants must submit a scope of services and fee proposal for the above noted work with their proposal.
6. Proposals shall also contain references for at least five similar projects designed over the last five years, resumes of your project team that would be assigned to this project along with assurance that the team proposed will be available for this project and a time schedule for design completion.

Any questions are to be addressed to Mr. Thomas Grimaldi, Town Engineer via email at tdgrimaldi@gmail.com

Preliminary Scope of Services

All design work associated with this project will be performed in accordance with the desires of the Town of East Granby and the requirements of the Connecticut DOT Local Bridge Program. The following is the minimum scope of the anticipated elements of design for the proposed project. If the consultant feels that there are additional tasks that should be undertaken as part of the design process, these tasks should be included in the consultant's proposed scope of services and fee proposal.

1. SURVEY and RIGHTS-OF-WAY

Perform right-of-way, topographic, and stream channel surveys in the field in the vicinity of the bridge improvements as required to prepare base mapping for project design and preparation of construction drawings. Field work will generally consist of the following:

- Control survey and establishment of vertical benches and horizontal control points. All work will be based upon CCGS datum for horizontal control and USGS datum for vertical control, if existing horizontal and/or vertical control can be found within 0.5 miles of the bridge, otherwise assumed datum shall be used.
- Perform limited research at Town offices and field survey at the site to establish the existing roadway right-of-way within the required standards of Class D survey, and identify property owners abutting the project area. Research will consist of a reasonable effort to identify property owners within the project area from assessor's mapping and then locate available mapping for those owners through a search of local map reference books and recent deed references in order to locate existing mapping. Field work will consist of spotting and locating existing pins that are readily evident from existing mapping and/or observed in the field.
- Topographic survey, approximately 50 feet upstream and downstream of the existing bridge locating any topographic features deemed pertinent for design within the project area.
- Stream channel sections suitable for hydraulic modeling (typically 8), in accordance with ConnDEEP guidelines, if required.
- Location and mapping of all Federal & State wetland boundaries as determined by a certified soil scientist within the project area.
- Schedule of property owners and preparation of property maps (up to two) as may be required for easements.

Prepare a topographic base map of the bridge area at a scale suitable for design, such as 1' = 40', or other agreed upon scale including stream channel, wetlands and spot elevations as required for preparation of design. In addition, prepare detailed topographic map of the proposed improvements at a scale of 1" = 20'.

2. PRELIMINARY ENGINEERING

a) Hydrologic, Hydraulic, Scour Evaluation

Hydraulic and scour analyses shall be performed to quantify existing, natural and proposed hydraulic conditions and to outline scour countermeasure alternatives.

b) Wetlands Identification: Identification, flagging, and evaluation of wetlands by a certified soil scientist for use in structure design. Wetland limits will be identified for both the Connecticut and Federal definitions, and shall be flagged in conjunction with field survey such that wetland limits can be field located and shown on the base mapping.

c) Rehabilitation Study: This phase, based upon the previously outlined preliminary engineering studies, will culminate in a compilation of data outlining existing hydraulic and topographic conditions. Based upon the information and data collected, investigate concrete repair and scour countermeasure alternatives and prepare a brief report containing findings of existing conditions and recommendations for the proposed structure improvements. Additionally, recommendations for handling of water should be investigated and proposed.

3. DESIGN

- Based upon the selected rehabilitation type, prepare design drawings and a cost opinion for the bridge for submittal to the Town for review and approval. Design will initiate with a project team meeting including the Town. This phase will ultimately culminate in the submittal of 1" = 20' scale design drawings outlining the proposed rehabilitation and scour countermeasure design
- Final design and preparation of final structure construction drawings generally including, as appropriate, 1" = 20' scale structure plan & elevation, scour countermeasure design and miscellaneous structural details
- Water handling plan
- Maintenance and protection of traffic, if required
- Detailed opinion of construction quantities and costs
- Prepare 90% and 100% plan submission to Town of East Granby for review
- Provide bid documents and assemble the bid packages. Connecticut DOT Form 817 will be utilized as the base technical specifications and the consultant will prepare supplemental technical specifications, special provisions and quantity estimate, as necessary for public bidding and award of the construction contract. Submit one set of final plans, an original copy of all special provisions and mylars of contract drawings for public bidding by the Town, assist the Town in bidding the project electronically
- Attend review meetings with the Town
- Prepare for, and attend a public information meeting
- Review bids received by the Town for accuracy and check references. Report to the Town on a recommendation for selecting a contractor

4. REGULATORY APPROVALS

Based upon the approved preliminary design concept, documentation will be prepared and submitted to appropriate Federal, State and Local agencies for permitting and/or review. As may be appropriate, permits are expected to include:

- DEEP Flood Management, Fisheries coordination, etc.
- Town of East Granby - Inland/Wetland
- U. S. Army Corps of Engineers (PCN)

SPECIAL CONDITIONS:

1. **WORKER'S COMPENSATION** – The Contractor shall carry Worker's Compensation Insurance as required by the State of Connecticut for all employees engaged in this project. Sub-Contractors hired by the Contractor shall comply with this requirement unless their employees are covered by the protection of the Contractor's Workers Compensation insurance and the certificate of insurance furnished by the Contractor so stipulates.
2. The Town shall not be responsible for any expenses incurred by the organization in preparing and submitting a qualification statement. All qualification statements shall provide a straightforward, concise delineation of the firm's capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.
3. Contractor is responsible for Compliance with all applicable bidding requirements (See Compliance with Laws Addendum).

SCHEDULE OF INSURANCE

- **Commercial General Liability:**

Combined Single Limit \$ 1,000,000 each occurrence
 \$ 3,000,000 general aggregate
 \$ 3,000,000 product/completed operations aggregate
 \$ 1,000,000 personal & advertising injury
 \$ 300,000 damage to rented premises each occurrence
 \$ 10,000 medical expenses

- **Business Automotive Liability:**

Combined Single Limit \$ 1,000,000 per occurrence

- **Workers Compensation/Employer Liability:**

\$ 100,000 / \$ 500,000 / \$ 100,000

Acord Certificates of Liability Insurance- Form ACORD 25 (2001/08)

The Town of East Granby and the State of Connecticut are included as additional insured as respects the insured's general liability operations for this contract.

NOTE: If an Umbrella Policy or Excess Liability is used to meet the minimum limits, it must be at least as broad in coverage as the underlying. Any exceptions should be listed

COMPLIANCE WITH LAWS ADDENDUM AND AFFIDAVITS

1. Non-Discrimination and Affirmative Action –

Respondent, in performing under this contract, shall not discriminate against any worker, employee or applicant, or any member of the public, because of race, creed, color, age, marital status, sexual orientation, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to blindness, unless it is shown by the Respondent that such disability prevents performance of the work involved in any manner prohibited by the laws of the United States or the State of Connecticut, nor otherwise commit an unfair employment practice. Respondent further agrees that this article, (and any additional provisions required by law), will be incorporated by Respondent in all contracts entered into in connection with this contract. The following principles and requirements of Equal Opportunity and Affirmative Action, as incorporated herein, will be incorporated into "Equal Opportunity - Non-Discrimination Clause" to be included in all bid documents, purchase orders, lease and contracts. The principles of Affirmative Action are addressed in the 13th, 14th and 15th Amendments of the United States Constitution, Civil Rights Act of 1964, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, Presidential Executive Orders 11246, 11375, 11478 (nondiscrimination under federal contracts), Act 1, Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill's Executive Order Number 9, the Connecticut Fair Employment Practices Law (Sec. 46a-60-69) of the Connecticut General Statutes, Connecticut Code of Fair Practices (46a-70-81), Deprivation of Civil Rights (46a-58 (a)(d)), Public Accommodations Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), definition of blind (46a-51(1)), definition of Physically Disabled (46a-51 (15)), definition of Mentally Retarded (46a-51- 13), cooperation with the Commission on Human Rights and Opportunities (46a-77), Sexual Harassment (46a-60 (a)-8), Connecticut Credit Discrimination Law (360436 through 439), Title 1 of the State and the Local Fiscal Assistance Act 1 1972. Every contract to which the State is party must contain the nondiscrimination and affirmative action provisions provided in the Connecticut General Statutes Section 4a-60a.

2. Executive Orders –

The contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, concerning the listing of employment opening and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of the contract as if they had been fully set forth in it. The contract may

also be subject to Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms and Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions.

3. Connecticut's Prevailing Wage Law Provision –

If applicable, the contractor must be in full compliance with CGS Section 31-53 and 31-53(a) which applies to each contract for the construction, remodeling, refinishing, refurbishing, rehabilitation, alteration, or repair of any public works project by the state or its agents, or by any political subdivision of the State, CGS Section 31-53 (g) provides monetary thresholds which must be met before the law is applicable.