



The University of Connecticut

Quality Based Selection

REQUEST FOR TECHNICAL PROPOSAL

**EMERGENCY REPAIR-STEAM AND CONDENSATE LINE-HILLSIDE ROAD
GAMPEL TO RYAN REFECTORY**

PROJECT NUMBER BI 901498

Issue Date: August 17, 2009

Proposal Due Date: September 17, 2009

**Issued By: Mary Kate Sullivan
Capital Project and Contract Administration
31 Ledoyt Road, Unit 3047
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SECTION I

Purpose:

The purpose of the emergency repair to the steam and condensate line along Hillside Road from Gampel Pavilion to Ryan Refectory is to upgrade a critical section of the university's steam distribution system and associated building connections.

The proposed scope of work will include design of the following steam line segment:

1. Hillside and Gilbert Roads from Gampel Pavilion to Ryan Rectory (Section C) - Steam vaults A-7 to M-10 as indicated on the attached project area site plan sketch SK-1.

The direct burial construction estimate from this project is a range of \$3 to 3.6 million.

Scope of Work:

Overview Scope of Work:

The successful submitter will be required to complete the following.

1. Design of new steam supply and condensate lines, connecting pits, controls, and site restoration
2. Bidding Phase
3. Complete plan review and approval by the University Department of Public and Environmental Safety
4. Complete Review by Regulatory agencies
 - a. Department of Environmental Protection – if necessary as result of creation of additional hardscape surfaces.
 - b. UConn Department of Public and Environmental Safety for code review and construction permitting.

DETAILED SCOPE OF SERVICES

Engineer will provide survey, civil, mechanical, structural engineering design services for the manhole upgrade/replacement and steam/condensate line replacement as outlined below.

Survey / Base Mapping

Survey is required for the area along Hillside and Gilbert Roads from Gampel Pavilion to Ryan Rectory (Section C) - Steam vaults A-7 to M-10 as indicated on the attached project area site plan sketch SK-1.

1. The Engineer will research the University of Connecticut's records for utility information pertinent to areas of work.
2. Horizontal and Vertical control for the survey will be based on the North American Datum of 1983 (NAD 83) and the North American Vertical Datum of 1988 (NAVD 88). Permanent control points and bench marks will be set at appropriate locations. Reference ties will be obtained for each control point to aid in recovery for future use.
3. By field survey, topographic features such as the following will be located: walls, fences, tree lines, hedge rows, building, sheds, driveways, paths, trails, edge of roads, edge of parking, top and bottom of curbs, walks, plantings, large individual trees, visible signs of utilities, top of frame and invert elevations of storm and sanitary sewers, manholes, water gates, electric and telephone handholes, poles signs, lights, etc.
4. A plan will be prepared using GIS ArcMap 9.3 and other software to produce a base plan at the scale of 1" = 40' with 2' contours.

5. The above plan and survey will be prepared in accordance with the accuracies of a Class T2 Topographic Survey as defined in the “Standards for Surveys and Maps in the State of Connecticut”, prepared and adopted by the Connecticut Association of Land Surveyors, Inc., September 26, 1996.
6. Signed and sealed prints will be provided.
7. After construction is completed record drawing will be provided in both GIS ArcMap 9.3 format.

Civil / Site Design

1. Prepare site plan and profile for steam line design (design “steam line” means both the steam carrying pipe and a parallel condensate return line).
2. Prepare design for replacement of damaged telecommunications and electrical systems in the vicinity of McMahan Hall at the area indicated on SK-1
3. Collect and investigate existing mapping and drawing information with assistance from UConn.
4. Prepare description of scope and coordinate underground investigation within the proposed corridor of the steam network to be performed by a Geotechnical subcontracted consultant.
5. Prepare ACAD base plan and profile drawings.
6. Determine preferred alignment of the new steam line.
7. Identify any conflicts with existing utilities.
8. Identify potential locations for anchors and vaults.
9. Identify opportunities to drain vaults by gravity lines.
10. Identify opportunities to vent vaults.
11. Maintain general existing locations for condensate drains.
12. Review findings and recommendations with UConn to resolve conflicts before proceeding with design.
13. Site restoration including restoration of hardscape and landscape elements

Steam Line Design

1. General design approach shall include but is not limited to the following criterion:
 - Design steam lines, components and expansion elements for long term reliability and use components/technologies preferred by UConn.
 - Design for minimizing the shut down times of existing to remain steam lines; tie-in connections to minimize downtime of heating plant. Coordinate with UConn facility staff early in the design process to coordinate shutdown issues.
 - Design for corrosive conditions of the soils at the site.
 - At a minimum, industry standard energy efficiency shall be incorporated into the design (AG & UG pipe insulation, steam drips and steam traps).
 - Traffic control during construction: Traffic patterns will require coordination with UConn Police. Minimal short term road closures are anticipated.
2. Specific Design Elements that will be included in the Project
 - Design for easy future connections.
 - Design to accommodate road and utility crossings and connection to ‘existing to remain manholes and buildings’.
 - Provide corrosion protection and test stations at appropriate locations along the steam piping system.
 - Design of manholes including rises, sumps, sump pumps, discharge piping to sanitary sewer connections, pipe penetrations, anchors, thermal expansion components, valves, vents, covers, etc.
 - Proximity of potentially sensitive existing structure: Design shall include as much separation spacing as possible between sensitive utility piping, specify low force expansion elements in the steam pipe design and dictate that the contractor provides adequate protection and utility support during excavation.

Design Overview

Prepare plans and specifications suitable for bidding and construction. The design shall include all required site work, distribution, piping, control wiring and SCADA monitoring. Coordinate and obtain necessary project approvals. The design is to be completed in three phases, schematics, design development, and construction documents. An estimate of probable construction costs is to be included at the end of each design phase.

Information Available to the Proposer:

Site plan of Hillside Road from Gampel Pavilion to Ryan Rectory (Section C) - Steam vaults A-7 to M-10 as indicated on the attached sketch SK-1.

SECTION II

SUBMISSION PROCESS:

Interested firms may attend one the non mandatory pre-submission conferences as follows:

Date: September 1, 2009, at 9:00 am

Place: CPCA Conference Room in the Architectural and Engineering Services, (AES) building.

Address: 31 LeDoyt Road Unit 3047, Storrs, CT 06269-3047

Interested firms are requested to submit proposals in the following format:

This Quality Based Selection (QBS) will be a two part process. The first part will be the receipt & evaluation of all Technical (Qualifications & Experience) Proposals with the intent of developing a short list of the most qualified firms that possesses the type of experience required in this document. The second part will be interviews with the short listed firms and receipt of fee proposals. Refer to 'Part Two', below.

PART ONE - QUALIFICATION/EXPERIENCE:

The technical proposal shall include a detailed description of the general approach to the project. Complete resumes for each principal and relevant team member shall be included as part of the technical proposal. The consultant selection committee will focus on current experience with similar, recently completed projects.

Please address the following items:

Letter of Transmittal - Include brief statement of firm's technical qualifications to complete this project.

Qualifications of Firm - Describe the overall qualifications of the firm (and any sub consultants) including background in this field, the services that it provides and its specific experience in the last 5 years in the design of steam distribution systems.

Qualifications and Responsibilities of Key Personnel - Describe the professional qualifications and responsibilities of the key personnel who will be assigned to the project including their experience on similar assignments and their specific responsibilities on the proposed project.

Project Approach - Prepare a narrative which clearly demonstrates the firms' understanding of the specific needs of the University and which concisely presents a technical approach to completing the proposed scope of work.

Schedule - Schematic Design phase shall be complete within 30 days of receipt of purchase order. Design Development phase shall be within 70 days of receipt of purchase order. Construction Documents phase shall be within 120 days of receipt of purchase order.

References - Present five (5) references for whom the firm has performed similar project work within the past 5 years. Include the name, title, address and telephone number for each reference and description of duties.

The Statement of Qualifications shall include a description of the consultant's general approach to projects. Representative project descriptions should include project title and location, name of owner, date of completion, project budget and contact information. Complete resumes for each principal and relevant team member shall be included as part of the SOQ. The consultant selection committee will focus on current experience with similar, recently completed projects. Consultants are encouraged to use GSA form SF-330 available at <http://www.gsa.gov>.

Note - The University may choose to interview firms as part of the selection process, however, the proposer should not assume that this will be done. The technical proposal shall be "stand alone" document and may be the sole basis of selection. The University reserves the right to award the project based on the qualifications submitted or what best serves the needs of the University.

SECTION III

EVALUATION PROCESS:

The award of an agreement to the successful proposer will be based upon a comprehensive review. All proposals will be evaluated by a committee which will use the specific evaluation criteria listed below with the University reserving the right to base award on proposal presentation and subsequent interviews.

The University also reserves the right to reject any or all proposals, in whole or in part, to award any item, group of items, or the total proposal, to waive any informality or technical defects, or otherwise proceed under Connecticut General Statutes 10a-109a through 10a-109y in accordance with University procedures and guidelines if it is deemed to be in the best interest of the University.

- Qualifications of firm and individuals
- Capability and Authority to perform design work in the State of Connecticut
- Experience in the design of steam distribution systems
- References
- Demonstrated understanding of the specific needs of the project for the University of Connecticut.

SECTION IV

Receipt of Proposals

Receipt of Proposals

All inquiries relative to the conditions and specifications listed herein as well as clarification of any information contained in this Request for Proposal must be made to:

Mary Kate Sullivan
Capital Project and Contract Administration
31 LeDoyt Road Unit 3047
Storrs, CT 06269-3047
Phone: (860) 486-5004
Fax: (860) 486-1953
email: mary_kate.sullivan@uconn.edu

All requests for clarification must be in writing by September 10, 2009 before 2:00 PM submitted on the request for information form attached. Responses to all written requests will be posted on the University Office of Capital Projects and Contract Administration website: <http://www.CPCA.uconn.edu> as well as the DAS website at http://das.state.ct.us/Purchase/Portal/Portal_Home.asp.

Under no circumstances may any Proposer or its representative contact any employee or representative of the University regarding the RFP prior to the closing date, other than as provided in this section. Strict adherence to this important procedural safeguard is required and appreciated.

Any violation of this condition may result in the proposer being considered non-compliant and ineligible for award.

Request for clarification by the University

The University may request that any proposer clarify or supplement any information contained in its proposal. Proposers are required to provide a written response within seven (7) business days, or sooner, of receipt of any request for clarification by the University.

Submission Format/Receipt of Technical Proposal

An **original and six** (6) copies of **TECHNICAL PROPOSAL** must be submitted in a sealed envelope and must be sent to:

Mary Kate Sullivan
Capital Project and Contract Administration
31 LeDoyt Road Unit 3047
Storrs, CT 06269-3047

Due: September 17, 2009 by 2:00 PM

At the specified time state above, all proposals received as stipulated, shall be publicly opened and announced. However, due to the complexity of the proposal process, only the names of the respondents will be read, as no immediate decision will be made. All

information will be confidential until after review and action by the Evaluation Committee. All interested parties are, however, welcome to attend the bid opening to be held at a future date.

Proposals that do not substantially conform to the contents of the bid request, consequently altering the basis for proposal comparison, may be disregarded and considered as unresponsive.

Presentations/Interview

Potential firms may be asked to discuss their written responses to this document at a presentation at the Storrs campus on date(s) mutually agreed upon between the firm and the University. If a firm is requested to make a presentation, the firm will make the necessary arrangements and bear any costs associated with the demonstration. Presentations will be by scheduled appointment only by the Capital Projects Department.

Qualifications of Firm

- A. Proposals will be considered only from those firms or persons with a demonstrated and substantial history of experience in successfully providing planning and design services in the areas identified in this RFP whose requirements are similar in size and scope to those of the University. Preference will be given to firms with such confirmed experience.
- B. Prospective firms must be prepared to provide any evidence of experience, performance ability and/or financial surety the University deems necessary to fully establish the performance capabilities represented in their proposal.
- C. The University will reject the proposal of any firm and void any award resulting from this RFP to any firm who makes any material misrepresentation in their proposal.

Definition of Terms

“Purchaser”, “Buyer”, “UConn” “University of Connecticut”, or “University”	The University of Connecticut
“Bidder”, Contractor”, “Vendor” “Seller”, Proposer” or “Firm(s):	Person, firm or corporation submitting proposal to this RFP
“Coordinator”	Mary Kate Sullivan

Project Name: Emergency Repair-Steam and Condensate Line

Project Number: BI 901498

Date: _____

Note the RFI Deadline is September 10, 2009 before 2:00 PM

REQUEST FOR INFORMATION FORM

PLEASE TYPE - OR - PRINT

TO: The University of Connecticut
Fax (860) 486-1953

FROM: _____
(Name of Proposer)

ATTN: _____

Bidder Contact: _____
Phone #: _____ Fax #: _____

Specification Section/page: _____

QUESTION: (Please be specific):

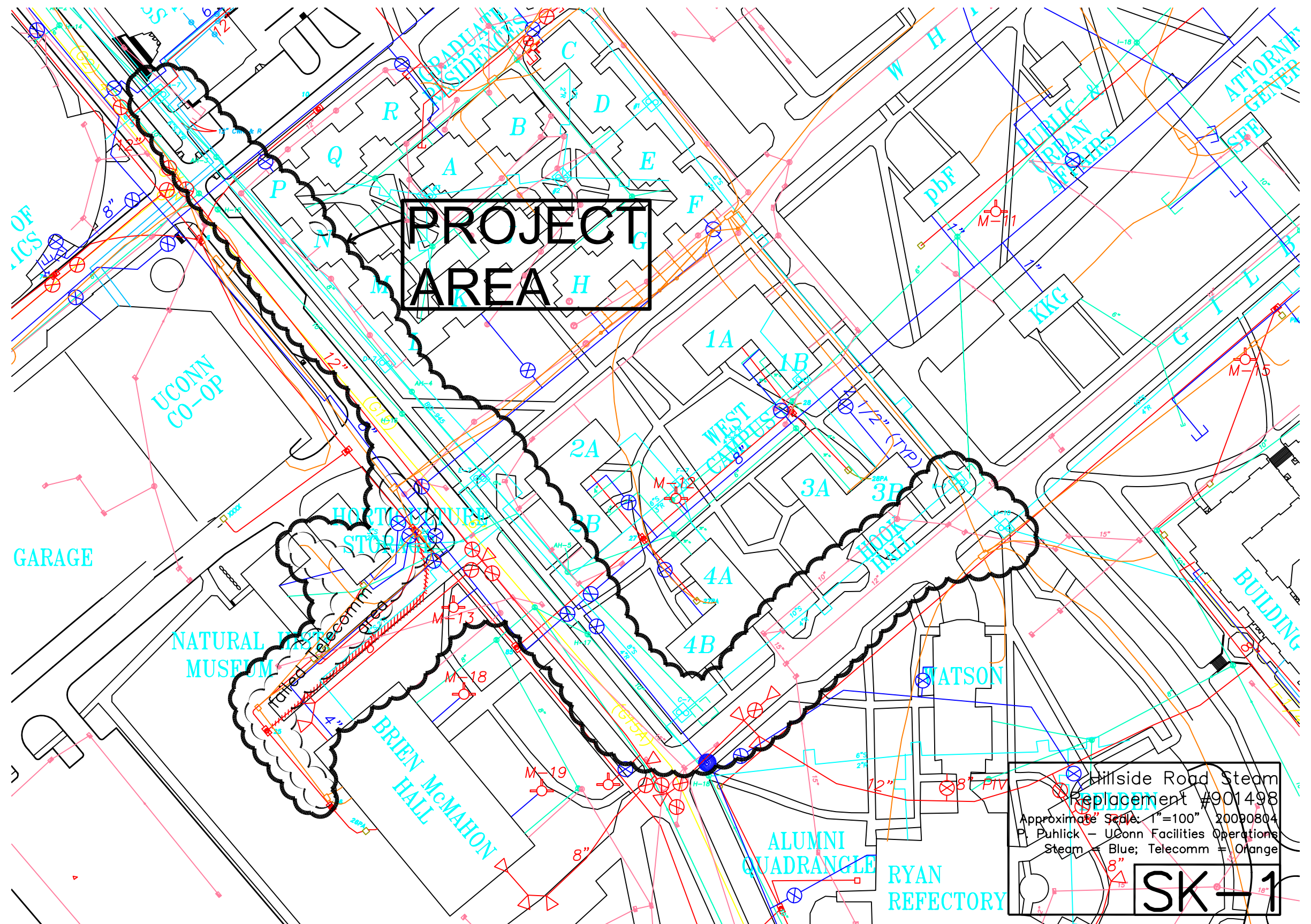
RESPONSE:

By: _____

Date: _____

NOTE #1: All questions must be submitted in writing before the prescribed RFI Deadline. No verbal questions will be answered

NOTE #2: All questions must be submitted in writing on this RFI Form. All answers to RFI's will be issued in via Addendum.



PROJECT AREA

Hillside Road Steam Replacement #901498
 Approximate Scale: 1"=100' 20090804
 P. Puhlick - UConn Facilities Operations
 Steam = Blue; Telecomm = Orange

SK-1