

**CITY OF WEST HAVEN
REQUEST FOR PROPOSALS**

RFP# 2023-12

**West Haven Public Schools
Washington Elementary School
Structural Peer Review Services**

(State Project No. 156-1042 N)

The City of West Haven (here after referred to as, “the City”) is soliciting a Request for Proposals from qualified professionals to provide Structural Peer Review Services for the new Washington Elementary School located at 369 Washington Avenue, West Haven, CT 06516. The City will consider factors such as experience with structural review, the type and number of similar projects completed and other considerations deemed to be in the best interest of the City. For full instructions, please see the complete RFP on our city website: <https://www.cityofwesthaven.com> Bid Opportunities are found under the, “Businesses” tab.

Responses to this RFP shall be submitted to the City of West Haven, Purchasing Department, 355 Main Street, 3rd Fl., West Haven, CT 06516, Attn: Tammy O’Connell, Procurement Specialist.

Responses are due not later than Monday, March 27, 2023 at 2:00pm. The proposals will be opened publicly at that time. **Respondents are required to submit their sealed proposals, clearly marked “RFP# 2023-12 West Haven Public Schools, Washington Elementary School Structural Peer Review Services”.** Proposals received after the scheduled due date and time shall not be accepted or considered, they will be rejected.

No oral, telephonic, emailed, or faxed responses shall be considered. No oral, telephonic, emailed, or faxed corrections, deletions, or additions to any response shall be accepted. The City reserves the right to reject any or all proposals, or waive deficiencies in received proposals, if it determines, in the City’s sole opinion, that doing so is in the best interest of the City. The City is not obligated to enter into any agreement under the basis of any proposal submitted in response to this request, nor is the City required to select the proposal with the lowest fee. Questions regarding the Request for Proposals should be directed to Tammy O’Connell, Procurement Specialist, by e-mail at toconnell@westhaven-ct.gov **RFI deadline: Friday, March 24, 2023 at 2:00pm**

Tammy O’Connell
Procurement Specialist

Project Overview:

The City of West Haven will receive CT State grant funding for a new school to be constructed on the same site as the existing 61,000sf school, which will be completely demolished. The site is a 4-acre parcel at the corner of Washington Avenue and Brown Street in West Haven. The school community will be relocated offsite for the duration of construction.

The new building will be of Type IIB construction and will not exceed 61,048 sf in size as measured inside the exterior walls, with just over 47,000sf on the first floor, and just under 13,700sf on the second floor. Washington Elementary is designed based on enrollment projections for 438 students, ranging from Pre-K to 4th grade. The building surrounds an exterior courtyard at the center of the school. The Gymnasium, Cafetorium (Cafeteria with performance platform) and Media Center all face the central courtyard. A two-story academic wing, approximately 30 feet high, sits along Brown Street to the north. The structural engineer of record for the project is Michael Horton & Associates, Inc. (MHAI). The Architect is Antinozzi Associates, P.C. At the conclusion of Schematic Design the structural engineer prepared a detailed narrative which is included with this RFP as **Appendix A**.

Code analysis for egress indicates that the total occupant load for the new building exceeds 1000 occupants. Therefore, under the 2022 Connecticut State Building Code (CSBC) the building exceeds *Threshold Limits* as defined in CSBC Section (Add) 107.7.

Objectives, Scope and Deliverables:

Structural Peer Review is solicited for the aforementioned project to satisfy Code requirements as defined below:

***(Add) 107.7.1** Requirements for proposed structures or additions that exceed the threshold limits. Pursuant to section 29-276b of the Connecticut General Statutes, if a proposed structure or addition to an existing structure will exceed any threshold limit set forth in Section 107.7 of this code, the building official of the municipality in which the structure or addition will be located shall require that an independent structural engineering consultant review the structural plans and design specifications of the structure or addition to be constructed to determine compliance with the requirements of this code to the extent necessary to assure the stability and integrity of the primary structural support systems of such structure or addition. Any modifications of approved structural plans or design specifications shall require revised structural plans, revised design specifications, supplementary structural sketches and/or shop drawings to the extent necessary to determine compliance with the requirements of this code and shall be reviewed by such consultant. Any deferred submittals that relate to the primary structural support systems shall be reviewed by such consultant. Any fees relative to such review requirements shall be paid by the owner of the proposed building project.*

The project has just completed the Design Development stage and is anticipated to be released for final pricing and State review in April of 2023. Initial review of the documents should begin immediately upon Contract Award to allow comments and updates to be incorporated for final review in April of 2023. Final review period shall not exceed 21 calendar days. Copies of the review comments shall be provided to the Structural Engineer, the Architect, and the Owner.

Qualifications:

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, along with your proposed fee. The fee shall be provided as a lump sum and shall exclude federal, state, and local taxes.

Insurance: Provide a statement of coverage limits for Commercial General Liability and Errors and Omissions insurance. All respondents demonstrating insurance coverage will be considered.

Each respondent shall provide a minimum of three references for projects similar in size and scope to this project. Reference listing shall include the name, title, valid telephone number and email address for each reference.