

**NORTHERN BURLINGTON COUNTY
REGIONAL SCHOOL DISTRICT
ADDITIONS AND RENOVATIONS – MULTIPLE CONTRACTS
REQUEST FOR PROPOSAL**

CONSTRUCTION TESTING AND UCC SPECIAL INSPECTION SERVICES

The Owner is seeking a consulting engineering firm to provide independent construction testing and inspection services (“Consultant”) for soils, concrete, masonry, asphalt, structural steel, cold form framing, fireproofing and any other special inspections required by the State of New Jersey in conjunction with this project.

The Owner is requesting a Proposal and fee schedule from your firm. The construction phase is anticipated to be from August 2019 to September 2021. **The items listed in Section 2.0 must be included in the submission package.**

Proposals are due by 3:00 PM Tuesday, August 13, 2019. Send two hard copies to our office (1876 Greentree Road, Cherry Hill NJ 08003 to the attention of Chuck Romanoli. Send a pdf of your proposal, along with a MS-Excel spreadsheet of the Fee Proposal, via email to cromanoli@newroadconstruction.com

Any questions regarding this Request for Proposal shall be sent, in writing, by email to the following:

Chuck Romanoli
New Road Construction Management Co., Inc.
1876 Greentree Road
Cherry Hill, NJ 08003
CRomanoli@newroadconstruction.com

1.0 SCOPE OF WORK

- 1.01 This Request for Proposal (RFP) is to enter into a contract with a qualified Consultant for the scope contained herein.
- 1.02 The Consultant shall provide Construction Testing and UCC Special Inspection Services for the following project:
- Project consists of multiple Additions and Renovations at the Northern Burlington County Reginal High School
 - The main addition is an approximately 56,000 SF masonry and steel building
 - Renovations are comprehensive in over 50,000 sf of space
 - Other work includes: roofing, paving, drainage, utilities.

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- Construction Documents were prepared by FVHD Architects
 - Construction Manager for the project is New Road Construction Management (1876 Greentree Road, Cherry Hill NJ 08003)
- 1.03 Inspections and testing must proceed according to a flexible working schedule to be mutually established by the testing company (Consultant) and the CM. The General Contractor will develop a detailed construction schedule after award of their contract. All testing and inspections are required to fit into the GC's schedule.
- 1.04 Any proposals submitted for this work shall be considered as evidence that the bidder has reviewed and is familiar with the plans, specifications, existing site conditions and tentative schedule for this project and that they have visited the construction site and have become thoroughly familiarized with the scope of services required. Plans and specifications will be available for review on New Road's FTP site. The web address for the FTP site is <FTP://FTP.newroadconstruction.com> Enter user name "Guest" and Password "6Zhq80d". PDF versions of plans and specs are located in the folder labeled "Northern Burlington County Regional High School".
- 1.05 All aspects of the testing are to be accomplished at such a time as staff from the CM are available. The normal work hours of the staff are between the hours of 7:00 a.m. to 4 p.m. Extended work hours will be available upon request to the CM.
- 1.06 The Owner reserves the right to remove any workmen from the project, if, in the opinion of the Owner, it is in the best interest of the project. All employees of the Consultant and any Sub-consultant will be required to wear picture identification cards in a visible manner while working on the Owner's premises.
- 1.07 During the inspection and testing operations the Consultant shall have the right of access to the construction site during normal working hours. Access beyond normal working hours will be available upon request to the Construction Manager.
- 1.08 The Scope of work does NOT include environmental testing relating to asbestos, mold, lead paint or any other unforeseen environmental conditions.
- 1.09 All inspections must proceed in accordance with all applicable industry accepted standards and within local, state and federal laws and regulations.

2.0 QUALIFICATION CRITERIA / PROPOSAL SUBMITTALS

The Consultant shall provide, in the following order, all required submittals in order to provide evidence that the company has the experience, knowledge, personnel and equipment needed to successfully complete the testing.

2.01 Firm Overview and Experience: 10 pages maximum

- 2.01.1 To qualify, a Consultant is required to have been regularly engaged in the business of quality control inspections and material testing services of building construction projects a minimum of five years. **Provide information on your firm's profile and offer examples of your experience performing testing and inspection services.**

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2.01.2 To qualify, the Consultant must have successfully completed at least five similar projects in the last two years that include testing for buildings of at least 25,000 square feet. **Provide project profiles and references to at least 3 such projects. Include names, addresses and phone numbers of the specific personnel who were assigned to coordinate the inspection and testing services.**

2.02 Qualifications

2.02.1 To qualify, the Consultants laboratory facilities shall be certified by the AASHTO Reference Material Laboratory (AMRL) and Cement and Concrete Reference Laboratory (CCRL) for all applicable testing required for this project. **Such copy of qualifications must be provided with your proposal.**

2.02.2 To qualify, the Consultant’s laboratory must be pre-qualified by the State of New Jersey, Department of the Treasury, Division of Property Management and Construction as a Material Testing Laboratory. **Provide a copy of the DPMC “Notice of Classification” with your proposal.**

2.02.3 To qualify, the Consultants office must be within 40 miles of the project site or have an acceptable plan to have inspectors available with one hour in event of a critical inspection.

2.02.4 To qualify, the Consultants special inspectors are required to hold all certifications required by the State of New Jersey DCA and by the IBC. **Proposal must include Special Inspector licenses for all proposed inspectors.**

2.03 QUALIFICATIONS AND REQUIRED FORMS

2.03.1 To qualify, the Consultant must provide evidence that personnel managing and supervising the laboratory services have the experience and knowledge needed to successfully administer the testing.

2.03.1.1 The minimum qualification for reinforcing steel & formwork inspection shall be ACI Concrete Construction Special Inspector or ICC Reinforced Concrete Special Inspector; The minimum qualification for concrete testing shall be ACI Field Grade 1 Technician.

2.03.1.2 The minimum qualification for masonry inspection shall be ICC Structural Masonry Special Inspector.

2.03.1.3 The minimum qualifications for structural steel inspection shall be an AWS Certified Welding Inspector and an ASNT Level 2 technician or ICC Structural Steel & Welding Special Inspector and ICC Structural Steel & Bolting Special Inspector.

2.03.1.4 The minimum qualifications for spray-applied fireproofing or intumescent fireproofing shall be ICC Spray-applied Fireproofing Special Inspector.

2.03.2 **Provide resumes for the corporate executives, the project manager and other key staff, including field personnel, who will be working on this project.** Each of the employees

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for whom resumes are provided must have at least three years of experience with testing of the type described here. On-site staff may, at the discretion of the Owner, be subject to criminal background checks or badging procedures which will screen for registered sex offenders under the provisions of New Jersey's "Megan's Law".

- 2.03.3 Describe how the project will be staffed and work teams organized, include the chain-of-command; use of subcontractors, number of supervisory personnel on site, quantity and make up of work teams.
- 2.04 **Provide evidence of Insurance, with your proposal, showing a minimum of:**
- 2.04.1 Public Liability and Property Damage: General Aggregate (\$2,000,000)
Bodily injury liability, including death (\$1,000,000 each occurrence).
Property damage liability (\$1,000,000 each occurrence).
Products (\$1,000,000)
Fire Damage (\$50,000 min.)
Medical Expenses (\$5,000 min.)
- 2.04.2 Automobile liability insurance – includes vehicle liability and property damage and bodily injury vehicle liability including death (\$300,000 each occurrence).
- 2.04.3 Excess liability insurance of \$5,000,000.
- 2.04.4 Workmen's Compensation.
- 2.04.5 Professional liability insurance with a minimum limit of liability of \$1,000,000 per claim. Such insurance shall be maintained for a period of two (2) years following completion of the Project.
- 2.04.6 Following parties will be named as "additional insured": Manasquan Public Schools; New Road Construction Management; and Spiezle Architectural Group.
- 2.05 Complete the Fee Proposal Form for the specified testing in **Section 6.0 of this RFP**. The Fee Proposal Form includes estimated Quantities for inspection and testing services and requests rates per unit. These rates may be utilized, at the sole discretion of the Owner, for any changes, additions or deletions to the work at any time for the duration of the Agreement. Quantities are provided for bid comparison only. The Consultant will only be compensated for actual work performed.
- Note: No Overtime may be performed without the prior written approval of the CM.
- 2.06 **Provide, with your proposal, a completed Political Contribution Disclosure Form C271 (copy attached).**
- 2.07 **Provide, with your proposal, copy of Consultant's valid New Jersey Business Registration Certificate.**
- 2.08 **Provide a copy of a valid New Jersey Public Works Contractor Registration Certificate.**
- 2.09 **Provide a completed Stockholder Disclosure Certification (form is attached)**

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3.0 RESPONSIBILITIES OF THE CONSULTANT

- 3.01 The Consultant shall furnish all supervision, labor and materials that are needed to perform all of the services contemplated herein, in an orderly, timely and efficient manner.
- 3.02 The Consultant shall protect any construction in place when conducting testing. The CM reserves the right to determine the adequacy of the protection being proposed or provided and to require such additional protection in any location as may be necessary in his judgment.
- 3.03 The Consultant at all times shall keep the premises clean from accumulation of waste materials caused by its work or employees.
- 3.04 The Consultant must comply with the latest adopted edition of the 2009 International Building Code – New Jersey Addition (IBC/NJ) that has been the basis for the design and development of the project documentation and used by the permitting agency for issuing building permits. Services must also comply with the standards set forth by the International Building Code 2000, the ASTM International (ASTM), American Institute of Steel Construction (AISC), American Welding Society (AWS), ANSI/AASHTO/AWS D.1.5 Bridge Welding Code American Concrete Institute (ACI) Standards, American Architectural Manufacturers Association (AAMA), National Wood Window and Door Association (NWWDA), the project specifications and all other applicable standards or regulations related to this project.
- 3.05 The Consultant shall, upon request, submit copies of all inspector certifications for individual employees assigned to the Project.
- 3.06 All employees of the Consultant shall carry visible identification either by uniformed attire, badge or tag that clearly identifies him or her as associated with the Consultant.
- 3.07 The Consultant and any sub-consultants shall comply with all applicable Federal, State, Territorial and Local Laws, and in particular but not limited to the Labor and General Municipal Laws of the State of New Jersey and NJSA 18:27 Public Contracts Law.
- 3.08 The Consultant must conform with the “Equal Opportunity” requirements as noted in Exhibit “A” to this RFP.
- 3.09 Upon completion of the work and before acceptance and final payment, the firm shall remove all of its equipment, property and rubbish. Restoration and replacement of all property, which has been removed or damaged in the performance of the work under this contract, shall be made.
- 3.10 The Consultant will supply a handwritten or electronic report of their observations at the end of each day and shall bring to the attention of the CM any areas of concern.

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4.0 INSPECTION & MATERIALS TESTING REQUIREMENTS

4.01 Soils Inspection and Testing

Perform soils, aggregate, backfilling, and compacting inspections and testing in accordance with ASTM D698, ASTM D1556, ASTM D1557, ASTM D2487, AASHTO T180 and all other applicable Standards as listed below.

4.01.1 Source Quality Control

- a) Confirm source of imported material
- b) Review imported materials submittals to confirm imported material meets specifications, has no environmental issues and is suitable for the intended purpose.
- c) Soil sampling pick-up. Collected in accordance with ASTM D75.
- d) Provide Proctor tests for soils, per point, in accordance with ASTM.D698, D1557
- e) Provide Sieve Analysis in accordance with ASTM C136.
- f) Provide Gradation (wet) in accordance with ASTM D1140.
- g) Provide Hydrometer Analysis in accordance with ASTM D422.
- h) Establish Plasticity Index in accordance with ASTM D4318.
- i) Classification and Description of Material ASTM D2487.
- j) Provide Qualification of Testing Laboratory.
- k) Produce detailed written report(s).

4.01.2 Compaction Testing Performed in accordance with ANSI/ASTM D1556, ANSI/ASTM D1557, ASTM D6938 and all other applicable standards.

- a. Technician to inspect fill operation and perform density testing.
- b. Perform in place Nuclear Density tests in accordance with ASTM.D6938
- c. Perform a density test for every 2500 Sq. Ft. of area or 150 linear feet of trench.
- d. Provide detailed written report(s) including locations of tests correlated to building column lines or an established grid for site work within 24 hours of testing to Owner, Architect, CM, Site engineer and contractor.

4.02 Concrete Inspection & Testing

Concrete inspections and material testing services shall be in accordance with the NJUCC, the IBC (current edition in force including Section 1704.4 Table 1704.4) and all other applicable standards and including the following:

- a. Review of approved concrete mix designs.
- b. Inspection of formwork.
- c. Inspection of reinforcing steel and steel mesh placement including size and spacing.
- d. Inspection of bolts, studs and other embedment's: size, location, support and embedment depth.
- e. Inspection of footing bottoms.
- f. Verify that concrete is mixed according to specifications and approved mix design, including ASTM C173, except where modified by ASTM C94.
- g. Perform on-site and laboratory testing of concrete:
 - i. Testing Frequency – Obtain one composite sample for each day's pour of each concrete

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mixture exceeding 5 cu. yds., but less than 25 cu. yds.; plus one set for each additional 50 cubic yards or fraction thereof.

- ii. Perform slump test in accordance with ASTM C143/C143M.
- iii. Perform air content tests in accordance with ASTM C231.
- iv. Take concrete temperature hourly in accordance with ASTM C 1064//C 1064M.
- v. Prepare concrete test specimens in accordance with ASTM C31/C31M – Cast and laboratory cure one set of four cylinder specimens and one set of four cylinder specimens that will be field cured; for each composite sample.
- vi. Perform compressive strength tests in accordance with ASTM C39/C39M, test one set of two laboratory-cured specimens at 7 days and one set of two at 28 days. Test one set of two field cured specimens at 7 days and one set of two at 28 days.
 1. A compressive Strength test shall be the average compressive strength from a set of two specimens obtained from same composite sample and tested at age indicated.
- h. Strength of each concrete mixture will be satisfactory if every average of any three consecutive compressive-strength tests equals or exceeds specified compressive-strength and no compressive-strength test value falls below specified compressive strength by more than 500 psi.
- i. Measure floor and slab flatness and levelness according to ASTM E 1155 within 24 hours of finishing.
- j. Additional tests: Make additional tests of concrete when test results indicate that slump, air entrainment, compressive strengths, or other requirements have not been met as directed by Architect. Testing and inspecting agency may conduct tests to determine adequacy of concrete by cored cylinders complying with ASTM C42/C42M or by other methods as directed by the Architect.
- k. Provide detailed written report(s) including locations of tests correlated to building column lines or an established grid for site work within 24 hours of testing to the owner, Architect, CM, Structural Engineer, and contractor.

4.03 Masonry Inspection & Testing

Masonry inspections and material testing services shall be in accordance with the IBC Chapter 17 and include the following:

- a. Sample brick for compressive strength, absorption, and moisture content.
- b. Test mortar cubes, per ASTM C780 & ASTM C39, and grout prisms, per ASTM C1019, for compressive strength.
- c. Inspect horizontal and vertical reinforcing steel and dur-o-wall placement.
- d. On-site inspection of mortar and grout mixing.
- e. Monitor grouting operations.
- f. Preparation of masonry unit, masonry and grout test specimens.
- g. Provide detailed written report(s) including locations of tests correlated to building column lines or an established grid for site work within 24 hours of testing to the Owner, Architect, CM, Structural Engineer, and contractor.

4.04 Structural Steel Inspection & Testing

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Structural steel inspections and material testing shall be in accordance with the NJUCC, the IBC (current edition in force including Section 1704.3 and Table 1704.3), AISC specifications and include the following:

- a. Field inspection of structural steel connections, erection, metal deck attachment and joist installation. Inspecting agency shall perform visual observations to confirm that work is fabricated and erected in accordance with approved shop drawings and contract documents.
 - b. Bolted connections shall be tested and inspected according to RCSC's "Specification for Structural Joints Using ASTM A325 and ASTM 490 Bolts"
 - c. Torque test all slip critical bolts.
 - d. Perform field inspection and testing of shear studs. Visually inspect stud quantity, spacing, placement and perform bend tests if visual inspection reveals either a less than continuous 360-degree flash or welding repair.
 - e. Conduct bend test on 10 % of all Shear Studs.
 - f. Conduct tests on additional shear connectors if weld fracture occurs on shear connectors already tested in accordance with AWS D1.1/D1.1M.
 - g. Visual inspection of all shop and field welds according to AWS D1.1/D1.1M.
 - h. If required perform additional tests; Liquid Penetrant inspection - ASTM E165, Magnetic Particle inspection - ASTM E 709, Ultrasonic testing - ASTM E164,
 - i. Ultrasonically test all full-penetration welds in accordance with ASTM E 164.
 - j. On-site inspector to verify metal deck installation, including the inspection of sidelap connections to determine if the connections are in accordance with the contract documents. Inspect welding to determine if welds are at proper locations, proper size and meet AWS standards.
 - k. On-site inspector to check plumb and alignment of columns, level of beams, and camber using a bazooka plumb bob or a transit, in accordance with AISC tolerances.
 - l. Review certifications of welders used at the site and in the fabrication plants. Obtain copies of welder certifications and report in writing of any uncertified welders.
 - h. Detailed daily reports referenced above shall include but not be limited to locations tested and results of tests, job site conditions and any observations relevant to the installation of structural steel. The detailed written report(s) including locations of tests correlated to building column lines within 24 hours of testing to the Owner, Architect, CM, Structural Engineer, and contractor.
- 4.05 Fireproofing Inspection & Testing
Fireproofing inspections and material testing shall be in accordance with the NJUCC, the IBC (current edition in force including Section 1704.12), AWCI Technical Manuals 12-A and 12-B.
- 4.06 Asphalt Paving Inspection and Testing
- a. Visual inspection for thickness
 - b. Verification that mix design meets the approved or contract document mix design.
 - c. In-situ density test if directed by the Site engineer.
 - d. Provide detailed written report(s) including locations of tests correlated to building column lines or an established grid for site work within 24 hours of testing to the Owner, Architect, CM, Structural Engineer, and contractor.
- 4.07 Helical Pile Inspection and Testing
- a. Location and reference number for each pile
 - b. Description of lead section and extensions installed

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- c. Overall depth of installations referenced from existing ground surface elevations
- d. Torque readings for last three feet of installation if practical; in lieu of this requirement the terminal torque shall be recorded.
- e. Any other relevant information in relation to pile installation

4.08 New Jersey Registered Professional Engineer

ALL SERVICES PERFORMED BY CONSULTANT MUST BE UNDER THE SUPERVISION OF A NJ LICENSED PROFESSIONAL ENGINEER. Written reports shall be distributed, at a minimum, to the Owner, Architect, Construction Manager (2copies), and the Contractor. Each of handwritten/typed daily reports shall be given to the CM in the field prior to leaving the site for each Inspector's visit. Other reports shall be delivered within seven calendar days. If non-conforming work is noted, the CM must be notified immediately.

The Consultant shall, at a minimum, provide the following information in the preparation of any/all reports required. Prompt submission of written reports of each test and inspection shall include:

- a. Date Issued
- b. Project Title and Number
- c. Testing Laboratory
- d. Name and signature of Laboratory inspector/technician
- e. Date and time of sampling or inspection
- f. Record of temperature and weather conditions
- g. Date of Tests
- h. Identification of products and Specification Section
- i. Specific location of sample of test in the Project, correlated to the building column lines or with a sketch if necessary to delineate the location.
- j. Type of Inspection
- k. Results of test and compliance with Contract Documents
- l. Interpretation of test reports, when requested by the CM
- m. Issuance of a non-compliance report for any work that does not conform to the project documents.
- n. Consultant is responsible for re-inspections or continuing inspections of areas noted as incomplete.

Consultant is to prepare and maintain a tracking log (spreadsheet) for concrete, mortar and grout samples tracking the 7 day, 28 day strength tests. Log is to be submitted to the architect and construction manager on a weekly basis noting any questionable test results.

At conclusion of project, Consultant must provide a bound report containing all test and inspection reports for the project. The report must be accompanied by a cover letter signed and sealed by the Consultant's PE, verifying that all reports have been reviewed by the PE, and that inspections are in accordance with the inspection requirements of the New Jersey Department of Community Affairs.

5.0 CRITERIA FOR SELECTION

The Owner will evaluate the proposal for the consultant according to the following general criteria.

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- 5.01 Responsiveness: The bidder's proposal will be examined to ensure that the bidder has submitted both the required documentation requested and is responsive to the detailed specifications for the project.
- 5.02 Responsibility: The bidder must be a person, firm or corporation that has the capability to perform all of the requirements herein and has the necessary facilities and financial resources to complete the contract within the required time. Current workload will be considered – please explain your ability to service the project.
- 5.03 Demonstrated Experience: The experience of the bidder in performing similar services for projects of similar scope. Experience with the existing campus.
- 5.04 Pricing: The bidder's fee proposal for the work. (Please see attached Proposal Form to be filled out)

Proposals must be received by August 13, 2019.

PROPOSALS MUST INCLUDE ALL REQUIRED FORMS AND NARRATIVES AS LISTED IN SECTION 2.0 IN THIS RFP – a Proposal Checklist is attached for your use in ensuring that your proposal is complete

Send 2 Originals to:

New Road Construction Management Co., Inc.
Attn: Chuck Romanoli
1876 Greentree Road
Cherry Hill, NJ 08003

Please email a single PDF copy of your proposal along with the completed Excel Form of Proposal to cromanoli@newroadconstruction.com

All Questions regarding this RFP must be received by _____ August 5 _____ 2019.

All responses will be sent to all firms by _____ August 7 _____ 2019.

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6.0 FEE PROPOSAL FOR TESTING SERVICES

Provide fees for the above specified testing on the attached Excel form of proposal.

All unit prices shall be inclusive of all necessary test equipment, reports, administration fees, overhead, cylinder pick-up charges, travel time, and mileage.

NOTE: Units shown (days, #of samples, etc.) will be adjusted according to actual usage and are for the sole purpose of obtaining equality in bids received.

Attachments: Bid Proposal Form (excel file consisting of two tabs (“Instructions” and “Proposal Form”)
Stockholder Disclosure Certification (must be completed and returned with Proposal)
Political Contribution Disclosure Form (must be completed and returned with Proposal)
Exhibit “A” Mandatory Equal Opportunity Language
Proposal Checklist