

**MIDDLESEX COUNTY COLLEGE
2600 Woodbridge Avenue
Edison, New Jersey 08818-3050**

REQUEST FOR PROPOSAL SQ # 10180

CONSTRUCTION TESTING & LABORATORY SERVICES

WEST HALL and SOUTH HALL

**Prepared By:
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Executive Director, Facilities Management
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NOTE: THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES ONLY. THIS IS NOT AN OFFICIAL BID DOCUMENT.

I. BACKGROUND

Middlesex County College (MCC) is a two year community college with more than 12,000 full and part-time students and over 600 employees. The main campus is located in Edison, New Jersey on a portion of the former Raritan Arsenal and consists of 34 buildings on 182 acres. The buildings, grounds and utility systems currently in use consist of a combination of those from the former arsenal, which date back to 1918, and those developed by MCC over the past 35+ years.

MCC has determined that it requires the services of a testing laboratory consulting firm for two (2) projects. These services are required to provide sampling, testing and reporting during the construction of two new buildings. Each building was designed by different architectural firms. ERIC Management will serve as the Construction Manager (CM) for both building projects.

West Hall will be two-story, steel frame construction, slab on grade building. It will be approximately 32,250 square feet and will provide office, support and student service space for enrollment management as well as a multipurpose room for meetings and events. The construction is expected to take place between January 2015 and May 2016. It was designed by DMR Architects and a team of engineering consultants.

South Hall will be two-story, steel frame construction, slab on grade building with a partial basement. It will be approximately 35,360 square feet and will provide biology, chemistry, and general science labs along with support and student spaces. The construction is expected to take place between January 2015 and July 2016. It was designed by L.R. Kimball and a team of engineering consultants.

II. SCOPE OF WORK

The consultant shall provide all of the labor, materials and equipment in order to perform the professional services required for sampling, testing, inspecting, certifying and reporting.

All reports and certifications are to be signed and sealed by a staff professional engineer, registered in the State of New Jersey. Reports shall be submitted in triplicate; one each to the A/E CM and MCC.

The work to be performed is as outlined in the following attached specification sections prepared by the project architects for each project.

West Hall – DMR Architects

014000 – Quality Requirements
014010 – Structural Tests and Special Inspections
033000 - Cast-in-Place Concrete
042000 - Unit Masonry
051200 - Structural Steel
052100 – Steel Joist Framing
053100 - Steel Decking
054000 - Cold Formed Metal Framing
312000 - Earth Moving
321216 – Hot-Mix Asphalt Paving
321223 – Imprinted Asphalt
321313 - Concrete Work

South Hall – L.R. Kimball

014000 – Quality Requirements
014010 – Structural Tests and Special Inspections
033000 - Cast-in-Place Concrete
042000 - Unit Masonry
051200 - Structural Steel Framing
052100 – Steel Joist Framing
053100 - Steel Decking
054000 - Cold Formed Metal Framing
310513 – Soils for Earthwork
310516 – Aggregates for Earthwork
312213 - Rough Grading
312316 – Excavation
312317 – Trenching
312323 – Fill
321216 – Asphalt Paving
321313 – Concrete Paving

The work described in these specifications includes, but is not limited to, sampling, testing and reporting on the following:

- * Soil
 - Footing soil compaction
 - Fill soil compaction
 - Mechanical compaction analysis
 - Atterberg limits

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- Hydrometer analysis
- Sieve analysis
- Material finer than No. 200
- Standard proctor
- Modified proctor

- * Concrete
 - Plant inspection
 - Slump test
 - Test and design mix review
 - Re-bar inspection
 - Cylinder testing, including all capping, curing and test reports
- * Concrete Masonry Units
 - CMU prisms
 - Grout prisms
- * Structural Steel & Decking
 - Welding
 - Bolts
 - Dye penetrate test
 - Magnetic particle test
 - Ultrasonic test

III. QUALIFICATIONS OF THE CONSULTING FIRM

Provide the following information in the firm's proposal:

1. A staff professional engineer, licensed in the State of New Jersey. Provide copies of the applicable licenses.
2. Demonstrated knowledge and experience in the completion of a minimum of five (5) public projects within the last five (5) years with a scope of work similar to this one. For each project provide the following:
 - a. Name and location of project.
 - b. Owner's name and address and the name and telephone number of the person familiar with the project.
 - c. Description and size of project.
 - d. Description of the services provided.
3. Resumes, of all those qualified staff members anticipated to be assigned

to this project, which demonstrate their qualifications and experience in projects with similar scope.

4. A detailed hourly fee schedule, by title, of all personnel to be assigned to this project and other costs as requested.

IV. SELECTION PROCESS

1. Responses to this RFP will be reviewed by the Facilities Management Division and the Purchasing Department. Interviews may be conducted as necessary.
2. A recommendation is expected to be made to the Board of Trustees for their final approval of the selected firm at their monthly meeting of January 28, 2015.

Proposals will be evaluated on the basis of the most advantageous price and other factors considered. The evaluation will consider the following criteria:

1. Qualifications: The professional and technical expertise and capabilities of the firm's staff and any other consultants used to supplement the staff as related to the requirements of this project.
2. Experience: The history of the successful completion of projects with similar scope and requirements of this project.
3. Staff: Sufficient professional and support staff in place to successfully complete this project in an efficient and timely manner.
4. Fee and proposal: Compliance with all requirements of the RFP. Fees will be evaluated in a cost model based on the unit prices provided in the proposal.

V. SITE VISIT AND ADDITIONAL INFORMATION

Additional information may be obtained from the following:

Facility/site:	Donald Drost Executive Director, Facilities Management 732-906-2568, 4199 fax
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Tests/Inspections: Dan DelMar
Project Executive
Epic Management
732-239-2866

Fernando Robledo, AIA
Sr. Project Designer
DMR Architects
201-288-2600, 2662 fax

Kevin Sultanik, AIA
Project Manager
L.R. Kimball
215-282-8434, 8505 fax

Proposal: David Fricke
Director of Purchasing
732-906-2519, 4236 fax

VI. FORM OF PROPOSAL

Based on the information contained in this RFP, provide the total cost to provide each test or inspection required on the attached Form of Proposal. **The cost is to include all of the elements necessary for providing a complete test or inspection such as travel, sampling, testing, engineering, report preparation, sample pickup, etc. No additional fees or other charges will be permitted.**

The 1/2 day rates provided are to be based on 4 hours or less and the full day rates are to be based on more than 4 hours and less than 8 hours. Hourly over-time rates are for work in excess of 8 hours in a day.

While the same rates will apply to both building projects, a separate purchase order will be issued for each one. A purchase order for each project is dependent on sufficient funding.

Also include with the proposal, rate schedules for all personnel and any other required fees to be used as a basis for any additions or deletions to the scope of work.

VII. PAYMENT

Payment will be made for the actual services provided based on the costs submitted in the Form of Proposal. A Middlesex County Claim Voucher and itemized invoice shall be submitted to the Epic Management Project Manager (MCC's Construction Manager) no later than the first Wednesday of each month for review. Final approval by MCC's Board of Trustees, who usually meets on the fourth Wednesday of each month, will be required prior to the release of all payments.

If multiple testing is performed during the same work period, payment will be based on the highest single rate, and not double-billed. Also, if testing is performed on both buildings during the same site visit, the cost of the site visit (half or full day) shall be split 50/50 between the two different project purchase orders.

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