

**CITY OF NORWICH
REQUEST FOR PROPOSALS
RFP 12-03
Pre-Engineered Bathhouse
Mohegan Park**

The City of Norwich is seeking proposals from qualified firms for the design, manufacture, delivery and, at the City's option, installation of a pre-engineered seasonal bathhouse at the Spaulding Pond beach at Mohegan Park.

Proposals must, as a minimum, include drawings of the proposed structure, a schedule of the materials, fixtures and finishes to be incorporated into the structure and the name of the site sub contractor to be used.
A fee proposal for the building delivered and delivered/installed must be included.

The proposal documents can be obtained from the Office of the Purchasing Agent. Proposal documents can also be obtained electronically at the Connecticut DAS website or the City of Norwich website at www.norwichct.org under Public Bids.

Five (5) hard copies and one (1) electronic copy of the proposal must be submitted no later than **Tuesday, April 3, 2012 at 3:00 PM.**

Address proposals to:

William Block
City Purchasing Agent
City Hall, Room 105
100 Broadway, Norwich, CT 06360

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PROPOSAL SCOPE

The City of Norwich acting through the Recreation Director is seeking proposals from firms with an established track record in designing, manufacturing and delivering pre-engineered buildings. The City is also interested in having the selected firm provide the site work services required for the installation of a concrete pad that the building will be placed on.

The City requires a single story building of masonry construction and a trussed roof that will be roughly 16 ft. by 20 ft. by 12 ft. high. Reasonable variations from these dimensions are permissible.

The structure must contain at a minimum, a lifeguard break room and securable area for vending machines, both oriented towards the pond. An equipment storage room, three changing rooms, one ADA compliant, must also be included. The break room must have window with a vandal resistant shutter and the vending machine area must be protected with a steel rolling door.

There will be no mechanicals or interior plumbing except for a pressure tank and piping to an exterior cold water shower. Electric service to operate exterior lighting and the vending machines will be required. The Electrical Division of Norwich Public Utilities will provide service to the meter. The meter will be located outside of the building.

Any sidewalks in the project area disturbed by the Contractor will be restored by the Contractor.

PROPOSAL REQUIREMENTS

Responding firms shall include detailed drawings of the building pad, foundation and electrical service routing. A floor plan and building elevation drawings will be required.

Respondents must also include descriptions of materials used in the roof, walls, doors and window as well as all finishes.

The pad and structure must meet all Connecticut and City building code requirements. The responding firms must affirmatively accept the site conditions as they are or indicate specific modifications the City must perform prior to delivery of the building.

Inquiries regarding all necessary permits should be directed to Mr. Jim Troeger, Building official at 860-823-3745. Building permits are the responsibility of the Contractor, however the fees will be waived.

If the firm selected for this project requires progress payments, they shall provide the City with a performance and payment bond in the amount of 100% of the project cost. The bond must be from a surety company licensed and approved to do business in the State of Connecticut. The City intends to award this project no later than April 10, 2012. The building must be installed on the site and ready for occupancy no later than June 8, 2012.

Site visit scheduling and questions regarding this project should be directed to C. Roger Moss, Recreation Director at 860-823-3791.

PROPOSAL EVALUATION

The proposals submitted will be evaluated on the following criteria:

1. Quality of materials and construction features offered in building. The proposed site work, foundation, and pad will be evaluated in the same manner.
2. Ability of the responding firm to meet the City's installation deadline.
3. Price of building delivered and installed.

The proposals submitted must include the information stated above and the following:

1. Price of the building delivered to the site.
2. Price of site work, foundations, pad, installation and any related work required to have the building functioning and code compliant.
3. Name of the site work sub-contractor.
4. Delivery schedule.

Insurance requirements are as follows:

The successful bidder must, within 10 days from the date of acceptance of his proposal, file with the City, Workmen's Compensation, Comprehensive General Liability, Comprehensive Auto Liability, Certificates of Insurance satisfactory to the City, in compliance with the law, and in the following form and amount:

Comprehensive General Liability	
Premises - Operations - Products/Completed	
Operations	
General	
Aggregate.....	\$2,000,000.00

Occurrence.....
 \$1,000,000.00
 Comprehensive Automobile Liability
 Combined Single
 Limit.....\$1,000,000.00
 Workmen's Compensation.....Statutory
 Employer's Liability.....
 \$100,000.00

Errors and Omissions/Professional Liability: With respect to any damage caused by an error, omission or any negligent or wrongful act of the Firm or any subcontractor or sub-consultant in connection with any professional services performed under this Agreement the Firm shall carry One Million Dollars (\$1,000,000.00) coverage per claim.

If subcontractors are employed, same limits as named above shall apply and the certificate of insurance must be filed with the City.

No contract shall be binding upon the City of Norwich until such bond shall have been given and until Comprehensive General Liability, Comprehensive General Auto Liability and Workmen's Compensation policy certificates indicated above have been filed with the City and approved as to form and sufficiency by the Owner. The insurance policy certificate provided by the successful bidder and all subcontractors shall carry a statement by the insurance company that the City of Norwich will receive at least ten (10) days notice prior to cancellation of any portion of the policies or any modifications in the insurance coverage that may affect the City's interest. The cost of all insurance coverage shall be included in the price of the contract cost.

The insurance company must be licensed to do business in the State of Connecticut and must be satisfactory to the City of Norwich. THE CITY OF NORWICH MUST BE NAMED AS ADDITIONAL INSURED.