



TOWN OF STRATFORD
RFP #2009-007

Design of Storm Drainageway Improvements
for Access Rd and Benton St

The Town of Stratford is interested in seeking proposals from qualified engineering consultants for the design of drainageway improvements at Access Rd and Benton St in the Town of Stratford. The project will include plan design from the drainage outfall on the south side of Access Rd to the swale discharge in the tidal marsh as well as the drainage way from Benton St to Hathaway Dr. Interested firms may contact the Town Engineer's office (203-385-4013) for additional information and maps that can be reviewed. Respondents shall submit seven copies of their proposal, which should include the following:

1. A written proposal fully describing the scope of work.
2. List of similar projects completed by the firm.
3. Qualifications of the personnel relevant to this project.
4. Fee breakdown.

Submit proposals by 4:00 PM February 17, 2009 to the Purchasing Agent's office, 2725 Main Street, Stratford, CT 06615.

RFP #2009-007
Outline Scope of Work
Storm Drainageway Improvements
Access Rd & Benton St to Hathaway Drive

This project includes design of a swale on the south side of Access Road to carry storm water from Old South Avenue storm drain system to the waterbody in the marsh as well as cleaning and dredging the open channel and 8X4 box culvert system that carries the unnamed brook from Benton Street to Hathaway Drive. In general, the engineering consultant should perform a minimum of the following work:

1. Review the master drainage study performed by Earth Tech in April 2003 and available mapping from the Town Engineer.
2. Develop flows for the drainage area discharging to Access Rd from Old South Ave.
3. Utilize flows developed and the Earth Tech study to properly size the open channels.
4. Utilizing digital 100 scale topographic maps provided by the Town, prepare a brief preliminary design report.
5. Perform soils testing as necessary to determine the suitability for disposal of dredged materials.
6. Provide survey and base mapping necessary to complete the design of proposed improvements.
7. Prepare plans including in the design all surveying, engineering, soils investigation, landscape architecture, etc. necessary to sufficiently design the work. Include replanting, as necessary, the drainage way embankments. Include a sediment chamber on the outlet of the Town drainage pipe at both locations that will retain sediments from being discharged to the open channels while not reducing the flow capacity of the drainage system.
8. Prepare the necessary maps and information needed and assist the Town with obtaining temporary work easements at the Benton St property.
9. Both of these sites are located within the coastal boundary and are affected by uncontrolled tidal flows. Obtain permit approvals from CT DEP necessary to construct the project.
10. Prepare final cost estimates.
11. Assist the Town in bidding the project.
12. Provide construction administration services.
13. Provide construction inspection services on call. Provide an hourly rate for this service.
14. All expenses shall be included in the fee except lab testing and printing of bid documents.
15. The Engineer's attention is directed to attached sheet regarding change orders.

Submit an itemized breakdown of the fee proposal identifying each important phase of the work (i.e. survey, design, permitting, construction administration, inspection, etc). Submit a proposed schedule to complete the work.

COMPLIANCE WITH LOCAL ORDINANCE

Pursuant to Section 8-1 of Chapter 8 of the Town Code, no changes in the terms, conditions or scope of contract that increase the cost of the contract shall be made without the approval of the Stratford Town Council except that the Mayor shall have the authority to approve a change order provided that the cost does not exceed \$5,000 and that it is in the best interest of the Town to avoid delay of the approval of the requested change. The contractor's attention is directed to the entire Chapter 8 of the code, an ordinance regarding change orders. Specifically, the following sections of this ordinance shall be made part of this contract.

8-4 Definitions

- a. Contractor means any individual or entity that performs work either as a subcontractor or contractor for the Town.

8-5 Additional Non-Contracted Work

Any contractor who does work for the Town of Stratford and needs to perform work not included in the contract for proper completion of the project must immediately inform the project Architect or the Town Engineer or his/her designee in the absence of an architect before work not included in the contract is commenced.

8-7 Liquidated Damages

All contracts for construction shall include a liquidated damage clause for violations of Section 8-1 of the Stratford Town Code in form and content as approved by the Town Attorney.

LIQUIDATED DAMAGES CLAUSE (Re: 8-7 above)

In the event that any changes of whatever nature whatsoever are made to or upon any public work or improvement, including but not limited to, changes in the terms, conditions, scope of the contract, or deviations from specifications therein, which are not previously approved by the Stratford Town Council or provided in Chapter 8 of the Stratford Town Code, the contractor shall be solely responsible for any and all expenses thereof and shall indemnify and hold harmless the Town from and against any claim or demand arising out of or from such damages.

INDEMNIFICATION

The Contractor agrees to indemnify and hold harmless the Town of Stratford from any and all claims or demands for damages or injuries to either person or property which arise out of the performance of this contract.