

Request for Quotation (“RFQ”)

Installation of Floating Docks and Construction of Land based Work for the Sheffield Street Town Dock Old Saybrook, Connecticut

1. Summary and Background

The Town of Old Saybrook Connecticut, Harbor Management Commission (“OSHMC”) is currently accepting proposals for the Installation of Floating Docks and Construction of Land based Work for the Sheffield Street Town Dock.

This Request for Quotation (RFQ) is intended to solicit quotations from various qualified organizations, conduct a fair and extensive evaluation based on criteria listed herein, and select the qualified organization who provides the highest quality/ value at the lowest cost and is consistent with the Scope of Work and requirements contained within.

The Old Saybrook Harbor Management Commission is an elected commission charged with overseeing the harbor and waterfront facilities of the Town of Old Saybrook, Connecticut. Any decisions and awards made by the Town of Old Saybrook Harbor Management Commission are subject to the further approval of the Board of Selectmen of the Town of Old Saybrook.

2. Proposal Guidelines

This RFQ represents the requirements for an open and competitive process. Proposals will be accepted until 4:30pm EST November 1, 2019. Any proposals received after this date and time will not be considered for this project. All proposals must be signed by an official agent or representative of the company submitting the proposal.

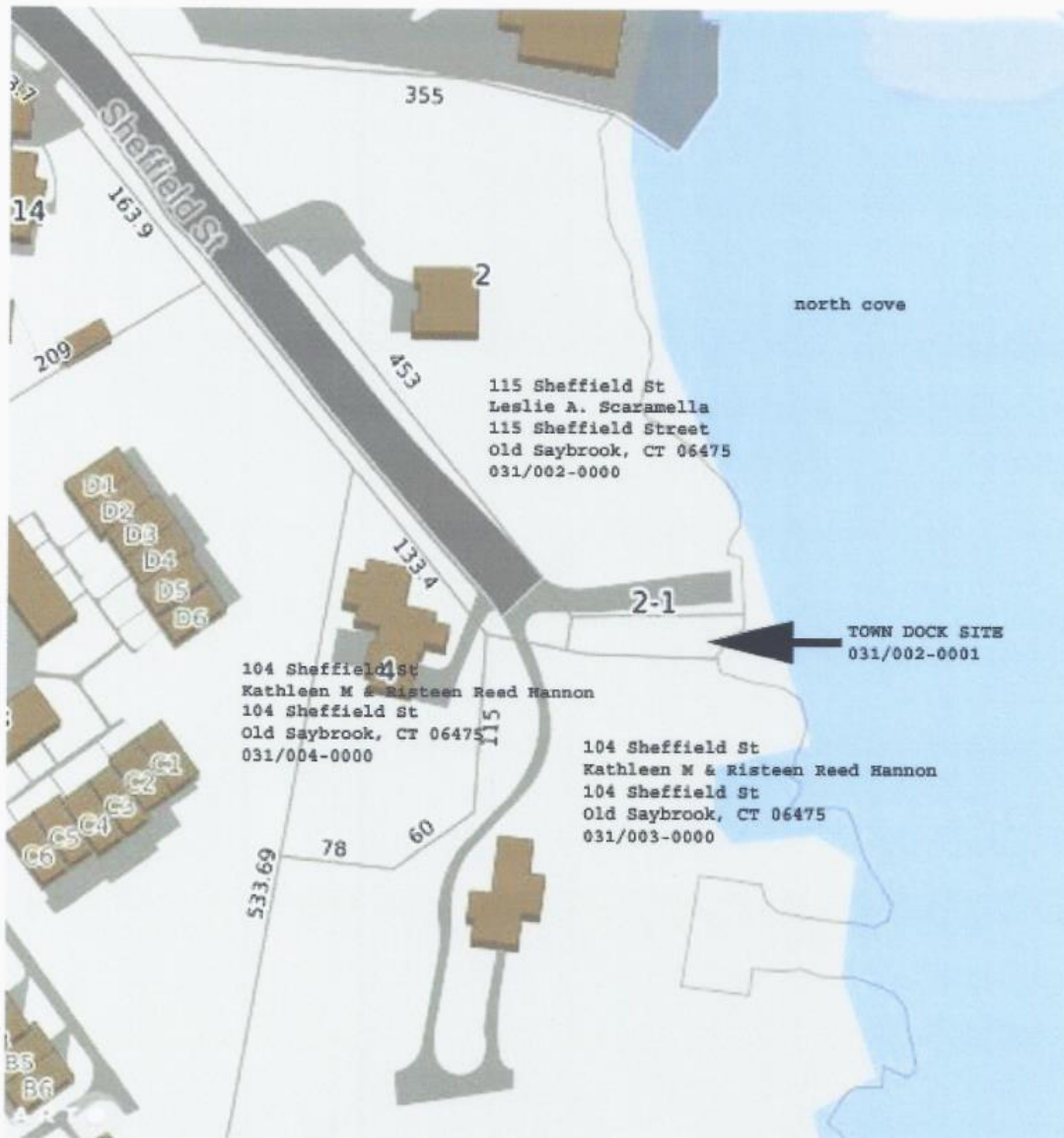
If the organization submitting a proposal must procure or subcontract any work to meet the requirements contained herein, this must be clearly stated in the proposal.

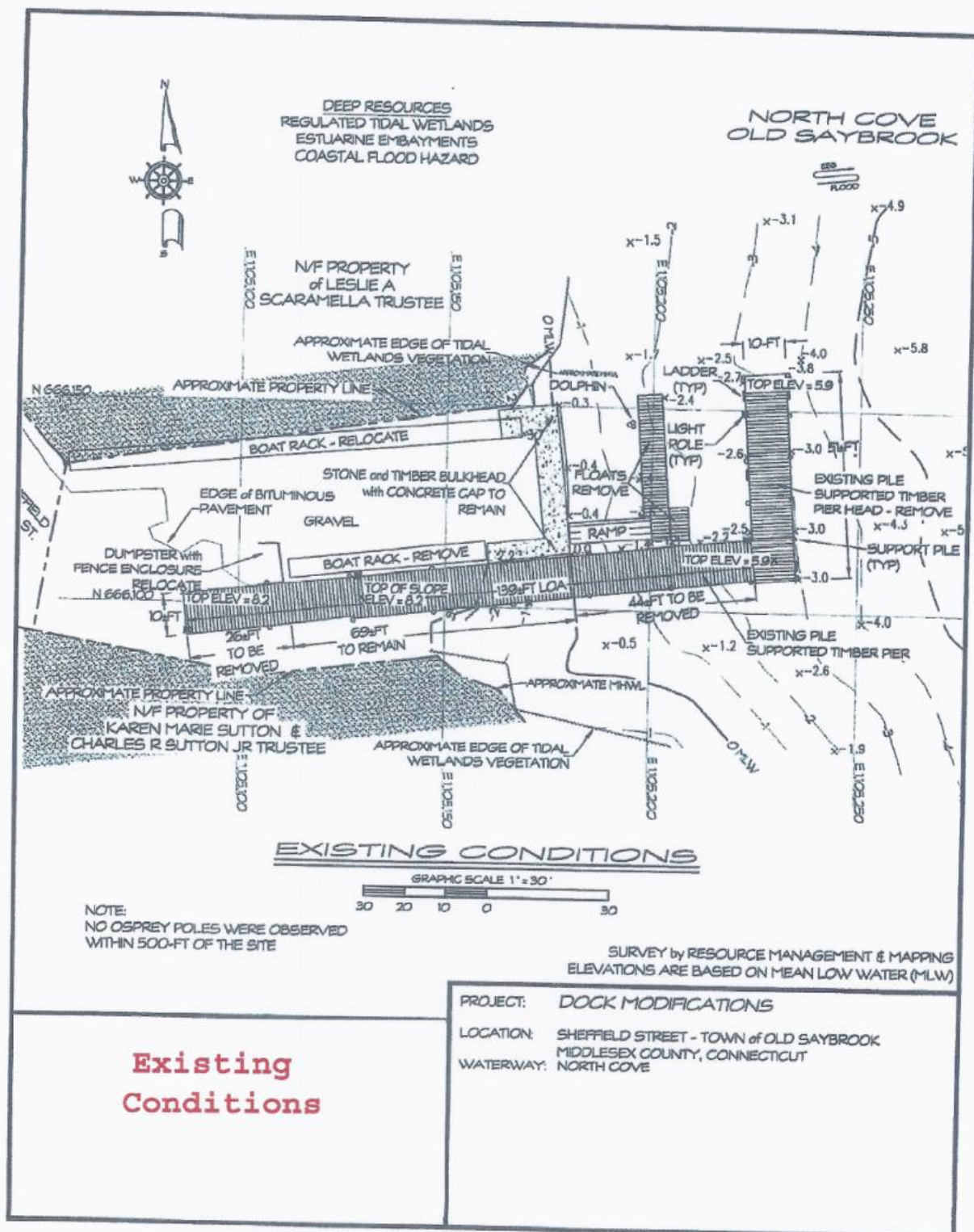
Purchase Order terms and conditions will be negotiated upon selection of the winning bidder for this RFQ. All contractual terms and conditions will be subject to review by Old Saybrook Board of Selectmen who have the final authority to approve this Purchase Order. This final authority includes scope, budget, schedule, and other necessary items pertaining to the project.

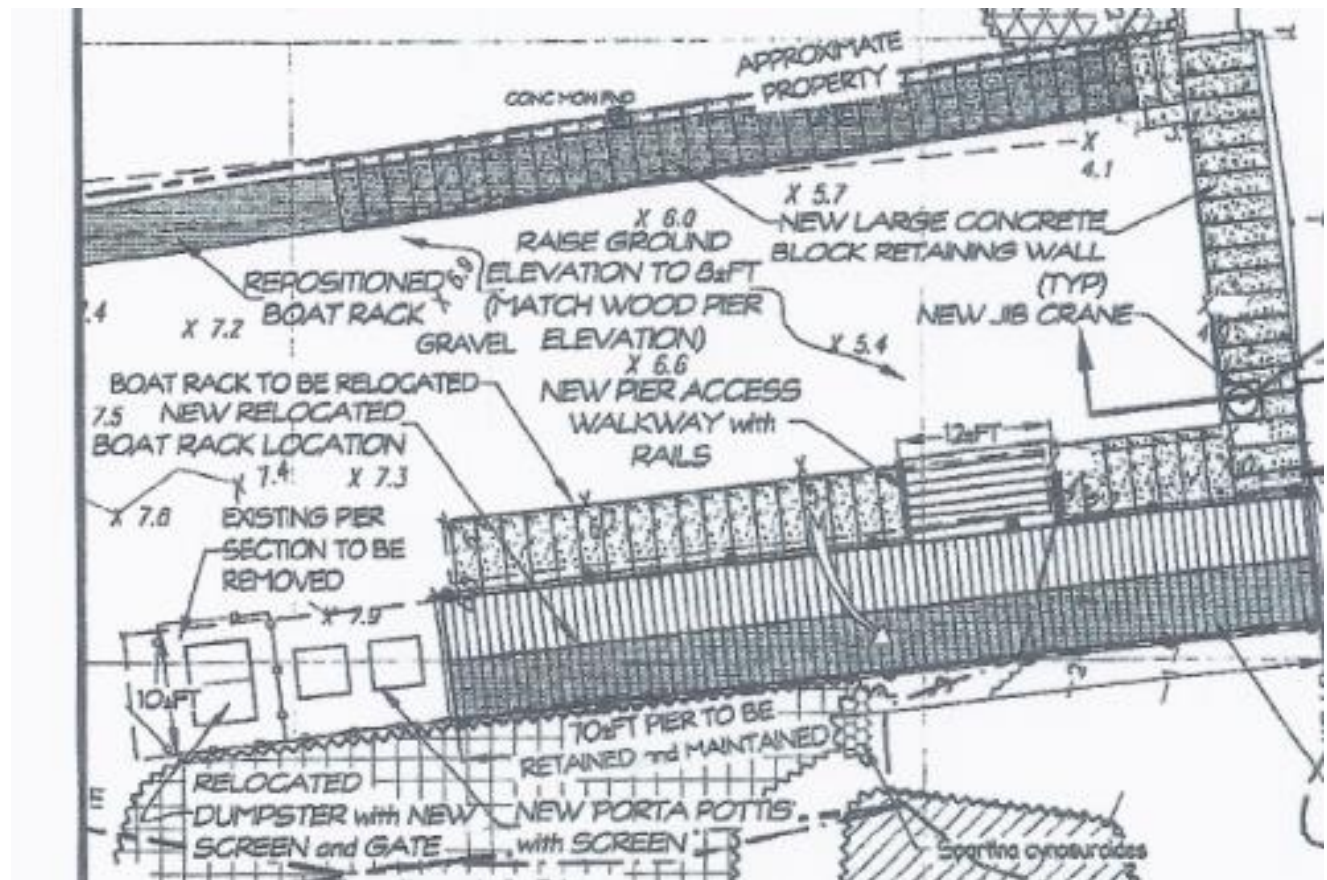
3. Project Scope / Scope of Supply

Work shall be performed in accordance with the sketches and drawings below:

Tax Assessor Map Showing Abutters







The scope of this RFQ is as follows:

- Demolition and disposal of existing dinghy racks, fencing and existing dinghy rack ramp.
- Supply and Installation of 77 Large Concrete blocks to a height to match the height of the fixed pier.
- Supply, installation and compaction of suitable clean free draining fill or gravel to match the height of the existing fixed dock.
- Supply, installation and compaction of 6 inches of process stone over all non-paved areas.

- Unloading and installation of two floating docks (one 7'x24', and one 8'x28') and one 6' x 30' hinged aluminium gangway (to be supplied by others). Contractor to supply miscellaneous mounting materials.
- The new 8' x 28' floating dock shall be supplied in two 4' x 28' pieces. Contractor shall install connection fasteners and decking
- Installation of 6 piles town supplied piles to anchor the floating docks. The piles are 50 foot lengths and shall be cut to an appropriate length. The piles are currently located at the Town's Ferry Road facility.
- NOTE THAT THE ENTIRE EXISTING FIXED PIER SHALL REMAIN. The scope of this project shall include replacement of one new bent consisting of two town supplied plies and cross bracing similar to that existing on the existing pier. exiting
- Exclusions : The scope of this RFQ does not include supply or installation of fencing, dinghy racks, new pier access walkway or jib crane (The jib crane will not be installed)

5. Request for Proposal and Project Timeline

Prior to the due date of this RFP the Old Saybrook Harbor Management Commission will make reasonable efforts answer any questions prospective bidders may have. Question must be submitted in writing by October 28, 2019. All quotations in response to this RFQ are due no later than 4:30pm EST November 1, 2019.

Evaluation of Quotations will be conducted from November 4, 2019 through November 11, 2019. If additional information, meetings or discussions are needed with any bidders during this window, the bidder(s) will be notified.

The selection decision for the winning bidder will be made no later than December 6, 2019 at which time a notice to proceed will be issued. Completion of the project is required by March 15, 2020.

6. Project Price and Payments

All proposals must include the bidder's proposed lump sum price for the entire scope of supply with the following items itemized:

- Demolition and disposal of existing dinghy racks, fencing and existing dinghy rack ramp.
- Supply and Installation of 77 Large Concrete blocks
- Supply, installation and compaction of suitable clean free draining fill or gravel and 6 inch layer of process stone.
- Unloading, connection and installation of two floating docks (one 7'x24', and one 8'x28') and one 6' x 30' hinged aluminium gangway (to be supplied by others). Contractor to supply miscellaneous mounting materials.
- Installation of 6 piles town supplied piles to anchor the floating docks.
- Replacement of one bent on the existing pier consisting of two town supplied plies and Contractor supplied cross bracing similar to that existing on the existing pier. exiting

The Contractor shall also supply the following Unit prices to be used if any changes (additions or deletions) to the work scope:

- Installation of one Town supplied pile
- Installation of one Contractor Supplied 30 foot pile
- Installation of one Contractor supplied pile
- Installation of one large concrete block.

To the extent the bidder has suggestions for alternates to the requirements contained in this RFP that may reduce costs or improve the functionality of the docks, those suggested alternates must be described in sufficient detail in the proposal for the Commission to understand and consider the suggested alternate. Included in the proposal should be the specific associated price and or substantial completion date.

Payments will be made upon completion and delivery of each item. Invoices must be submitted on the first Monday of each month so that they can be approved at the regular Harbor Management Commission Meeting held on the second Monday of each month. Payment shall be made upon delivery and inspection of the docks and ramps. A 10% retainage will be held on all payments until final acceptance of the project. Lien and claim waivers will be required for all payments. Any change orders to the scope of work shall be made in writing and signed by the Town of Old Saybrook prior to the commencement of such work.

7. Miscellaneous Requirements.

The products should be free of defects for 1 full year from the date of delivery (the warranty period) Contractor to correct all defect free of charge during the warranty period. DURING THE WARRANTY PERIOD, CONTRACTOR SHALL REPAIR ANY AREAS OF UNSUATABLE SETTLEMENT TO THE SATISFACTION OF THE TOWN.

All changes to the work must be submitted in writing by the Contractor and agreed by the Harbor Commission prior to being implemented.

8. Bidder Qualifications

Bidders should provide the following items as part of their quotation for consideration:

- Description of experience with the installation and construction of marine facilities including floating docks, fixed piers, gangways, and associated land based work including references.

9. Proposal Evaluation Criteria

The Old Saybrook Harbor Management Commission will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- Cost and Value: Bidders will be evaluated on the cost of the base and alternate bids based on the work to be performed in accordance with the scope of this project and overall value / cost of their suggested alternates (if any)
- Technical expertise and experience.

10. Submittal Address

Quotations shall be submitted to:

**Old Saybrook Harbor Management Commission
C/O First Selectmen's Office
Town Hall
302 Main Street
Old Saybrook, CT 06475**

“Sheffield Street Dock Proposal” should be clearly printed in the lower left of the envelope. The Old Saybrook Harbor Management Commission and the Board of Selectman reserves its right to reject any and all Proposals for not being responsive to this RFP. In addition, the The Old Saybrook Harbor Management Commission and the Board of Selectman reserves its right to reject and rebid the Project if in its sole discretion, rebidding would result in better value for the Town. The Town of Old Saybrook is an Affirmative Action/Equal Opportunity Employer. MBE, WBE, and SBE-Designated Enterprises are encouraged to apply.