

May 1, 2023

Mr. Jacob Artuso
Construction Engineering Consultants, Inc.
2018 Waverly Street
Pittsburgh, PA 15218-2402

**Re: Stadium Renovations to Chartiers Valley High School
Chartiers Valley School District
Request for Proposals for Laboratory Testing Services
T & W Project Number 22020**

Dear Mr. Artuso:

Enclosed please find one (1) copy of the Request for Proposal to perform Laboratory Testing Services at the Stadium Renovations at Chartiers Valley High School for Chartiers Valley School District.

If your firm is interested to provide a proposal for testing services at Chartiers Valley School District, please complete and your proposal to Thomas & Williamson, Program Management. You may submit an electronic copy of your proposal to cc@thomasandwilliamson.com.

The proposal is due no later than 3:00 PM on Friday, May 12, 2023. If you have any questions or comments, please feel free to call us at (412) 630-9416. We look forward to the possibility of working with your firm on this project.

Sincerely,
Thomas & Williamson



Carrie Crawford
Project Manager

Cc: Dr. Johannah Vanatta, CVHS
Mr. Stephen Parks, Parks
Mr. Bernie Lamm, Common Ground

Attachments:

Construction Testing RFP

*3270 Babcock Boulevard
Pittsburgh, PA 15237
Telephone: 412.630.9416
Facsimile: 412.630.9425
Email: info@thomasandwilliamson.com*

Request for Proposal

Laboratory Testing Services

Including Bidding Requirements, General Conditions of the Contract

PROJECT: Stadium Renovations to Chartiers Valley High School

OWNER: Chartiers Valley School District
2030 Swallow Hill Road
Pittsburgh, PA 15220
Phone: 412-429-2201
Fax: 412-429-2380
Dr. Johannah Vanatta, Superintendent

**ATHLETIC FACILITIES
CONSULTANTS:** Stephen Parks & Associates
412 Allegheny Street
Hollidaysburg, PA 16648
Phone: 814-695-1800
Contact: Mr. Stephen Parks, RA

Common Ground
10500 Old Babcock Boulevard 650.00
Gibsonia, PA 15044
Phone: 724-799-6060
Contact: Mr. Bernie Lamm, PE

**CONSTRUCTION
MANAGER:** Thomas & Williamson, Program Management
3270 Babcock Boulevard
Pittsburgh, PA 15237
Phone: 412-630-9416
Fax: 412-630-9425
Ms. Carrie Crawford

PROPOSAL SUBMITTED BY:

LABORATORY TESTING AGENT:

(Company Name)

(Date)

(Address)

(Telephone Number)

(City, State and Zip Code)

(Facsimile Number)

1. INFORMATION FOR PROPOSAL

50.00

- 1.1 The Owner requests the Testing Laboratory Agent to submit to the Owner a proposal for Testing Laboratory Services.
- 1.2 Once all parties listed on the signature page execute this Proposal, this Document, all attachments and exhibits contained as part of this Request for Proposal, shall form the Agreement between the Owner and the Laboratory Testing Agent.
- 1.3 If the Proposer fails to furnish the required insurance coverages within three days after receipt of the written Notice of Award or fails to execute and deliver this Document for the outlined services, within five days after receipt, the Owner will consider the Proposer in default.
- 1.4 The Owner, Architect and Construction Manager consider the submission of this Proposal, that the Proposer understands and agrees with the stipulations and requirements of this Document and the intent set forth by this Request for Proposal.

2. SUMMARY OF SCHEDULE

- 2.1 The testing services listed shall occur from approximately May 2023 through August 2023 and from approximately November 2023 through February 2024.
- 2.2 Notice of Award will be issued by the Construction Manager after the Owner votes to award this Agreement for Laboratory Testing Services. Notify the Owner of circumstances beyond the control of the Laboratory Testing Agent that will force delay on the beginning of the services outlined.

3. AWARD OF AGREEMENT

- 3.1 It is the intent of the Owner to award the Laboratory Testing Services to the lowest responsible Proposer, provided the Proposal has been submitted in accordance with the requirements of the Request for Proposal and does not exceed the Owner's funds available for this Service.
- 3.2 The Owner reserves the right to waive informalities or irregularities in a Proposal received and to award the Agreement based on this Proposal that, in the Owner's judgement, is in its best interest.
- 3.3 The basis of the award of the Agreement by the Owner will be on the total amount of all tests requested on this Proposal Form. The Owner may factor other criteria of determination (Bidder's financial status, workload etc.) into the Owner's decision as a means to award this Agreement.
- 3.4 The Laboratory Testing Agent shall complete the Unit Price Schedule for the tests listed. The Unit Prices proposed shall be to provide and pay for all labor, materials, equipment, tools, equipment and machinery, transportation, and other facilities and services, to perform all testing, analysis, reporting and superintendence of the proposed services and testing. This proposal shall also include incidental work to execute and complete the specified testing expeditiously to the satisfaction and acceptance of the Owner, the Construction Manager, and the Architect, all in accordance with the descriptions of required tests listed in this Request for Proposal.

4. WITHDRAWAL OF PROPOSAL

- 4.1 The Proposer agrees that this Proposal will not be withdrawn for a period of sixty-days after the designated time for receipt of proposals. That if terms of this Proposal are accepted by the Owner as

the basis to award the Laboratory Testing Services Agreement, the Proposer will execute this document and furnish the required insurance coverage.

5. REJECTION OF PROPOSALS

- 5.1 The Owner will reject the Proposals of any Proposers who engage in collusive bidding. Any Proposer who submits more than one proposal for this Request for Proposal, directly or indirectly, and makes it appear that the Proposals are on a competitive basis from different parties, will be considered collusive, and subsequently rejected.
- 5.2 The Owner reserves the right to reject any or all Proposals, reject a Proposal not accompanied by the proper insurance coverage or reject a Proposal that is in any way incomplete or irregular.
- 5.3 Adding any unauthorized conditions, limitations, provisions, changing the wording, striking or adding words or clauses to this Proposal, except where Unit Prices and acknowledgments are requested, will be sufficient cause for the Owner to reject the Proposal.

6. PAYMENTS, CHARGES, & INFORMATION

- 6.1 The Testing Laboratory Agent shall mail payment requests for the Laboratory Testing Services to the Owner in care of the Construction Manager, in duplicate, with a copy to the Architect, ten days before the end each month for the duration of the Agreement.
- 6.2 The Application for Payment shall be separated, itemizing on site time per hour, laboratory and clerical time; and the applicable test performed based on the Unit Cost Schedule.
- 6.3 Mileage will **not** be paid for travel between the Testing Agent's office and the Project Site. Therefore, additional cost to cover mileage expenses shall be factored in the unit costs of testing.
- 6.4 Overtime rates are applicable to hours worked prior to 7:00 A.M. or after 4:30 P.M., Monday through Saturday and will be charged at one and one-half times the hourly equivalent of the per diem rate quoted. Sunday and Holiday services are charged at two (2) times the per diem rate.
- 6.5 Scheduling for inspection services will be called prior to 3:00 P.M., the day before service is required.
- 6.6 No additional allowance will be allotted for pickup of test specimens. The cost for pickup of test specimens shall be included to the unit costs for testing.
- 6.7. No additional allowance will be allotted for office processing. The cost for this support shall be included in the unit costs quoted.
- 6.8. Four (4) copies of reports will be provided and distributed as part of the contract. Postage and handling shall be included in the testing unit costs.

7. PAYMENT PROCEDURES

- 7.1 Payment for items included in the Unit Price Schedule will be made, per the unit of measurement as specified for the item, complete and in place or a portion thereof.
- 7.2 Work, material or labor specified for an item shall not be duplicated in measurement or payment under other unit price items.

8. MEASUREMENT PROCEDURES FOR PAYMENT

- 8.1 The Owner reserves the right to reject the Agent's measurement of work-in-place that involves use of established Unit Prices.
- 8.2 The units of measurement submitted for payment will be verified by the Construction Manager using field observations and daily logs.

9. INSURANCE

- 9.1 The Laboratory Testing Agent shall provide a list of all professional liability insurance coverage in effect on the date of this Agreement. Identify each type of coverage, the name of the insurer, the limit of liability and the expiration date of the policy or policies. The coverages are as follows:

The minimum professional liability coverage shall be: \$ 1,000,000.00

The remaining minimum coverages shall be those required by law and industry standard for companies performing laboratory testing services.

- 9.2 The Proposer shall submit to the Construction Manager and the Owner, within five days of the Notice of Award, and prior to mobilization, an appropriate Certificate of Insurance that Certifies that the Laboratory Testing Agent is covered by the insurance requirements listed. A notarized letter from the Testing Laboratory Agent's Insurance Carrier shall accompany the Certificate of Insurance advising the Owner to what degree the aggregate limit has been impaired. Further, the Testing Laboratory Agent fully understands that failure to submit the Certificate of Insurance within the allotted time specified will give the Owner the option to withdraw the award.
- 9.3 Submit the Testing Laboratory Agent's Certificate of Insurance to the Owner on the standard "Accord" Form.
- 9.4 The Testing Laboratory Agent's shall require the Insurance Company to modify the cancellation reporting policy (as written in the lower right-hand of the 'Accord' Form) to read as follows:

"Should any of the above described policies be canceled before the expiration date thereof, the issuing company shall give sixty days written notice, via registered mail, to the certificate holder or holders named to the left."
- 9.5 List the Owner, their agents, the Architects and their agents and the Construction Manager and their agents as additional insured.
- 9.6 Failure by the insuring company to notify the named insured and additional insured shall not relieve the insurer of the insurance obligations and liabilities properly.
- 9.7 The Agent agrees to maintain each type of insurance coverage specified, (and as required by law) in effect with identical or greater limits of liability until the Substantial Completion of the Project, including any approved additional time.

10. QUALIFICATIONS

- 10.1 Qualified personnel shall perform all work under the supervision of a Registered Professional Engineer in the Commonwealth of Pennsylvania.
- 10.2 The testing laboratory shall be AMRL and CCRL accredited.

11. REPORTS AND LOGS

- 11.1 Deliver to the Construction Manager reports on a daily basis, in handwritten form, on white paper, size: 8 1/2 x 11 inches, suitable for photocopying. Submit final, typed, office prepared reports within 92 hours after receipt by the Construction Manager. Reports shall be of tests and samples taken on what material and the results of current or previously taken tests. All data in the logs and reports shall be recorded according to the ASTM standards or other standard test methods employed and referenced to the sample taken or location of testing area.
- 11.2 Final Test Reports shall be mailed to the Construction Manager's field and home office, and copied to the Architect, and Owner.

12. DISPOSITIONS OF SAMPLES

NOTE: Samples that meet project specifications are disposed 3 days after SAT.

- 12.1 After all laboratory tests are complete, retain the samples at the Laboratory Testing Agent's office for a three (3) year period, at no additional cost to the Owner. At the end of the three-year period, contact the Owner to determine if the Owner wishes the Testing Laboratory Agent to dispose of the samples or have the samples returned to the Owner.

13. ADDENDA ACKNOWLEDGMENT

- 13.1 In submitting this Proposal, the Proposer acknowledges the issuance, receipt, and acceptance of information contained in the Addenda indicated below:

Addenda Issued: YES/NO (cross out one); if YES:

Addendum No. _____	dated: _____
Addendum No. _____	dated: _____
Addendum No. _____	dated: _____

14. UNIT COSTS

- 14.1 The Owner will use the following total Unit Price amounts to determine the lowest proposal.
- 14.2 Tests shall include travel time and mileage reimbursement.
- 14.3 Rates for necessary personnel time are to be based on actual time of arrival on site to perform tests and are to include travel time.
- 14.4 Schedule of Cost: Complete the following for each test requested to be performed.

Concrete Testing and Inspection

Concrete Field Monitoring & Testing:

Provide the services of a field concrete technician, who will monitor the consistency of each load of concrete, make slump tests, unit weights, monitor temperatures, test for air entrainment of concrete; and fabricate the test cylinders for seven and 28 day compression tests plus an additional two spare cylinders.

Unit Price per Trip (Full Day)	\$ 650.00 /day
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Unit Price per Trip (Half Day)	\$ 450.00 /day
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Unit Price per Trip (One Set of Cylinders)	\$ 50.00	/day
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Concrete Cylinder Testing:

Concrete test cylinders prepared by field technician in conjunction with above item including molds, tags, bags, curing, testing, and reports as required.

Unit Price per Cylinder	\$ 20.00	/each
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Concrete Form & Reinforcing Steel Inspection:

Provide the services of a field inspector to inspect forms and reinforcing steel with project drawings including size, grade, placement, clearance, lap, and reported as required.

Unit Price per Trip (Site Visit)	\$ 450.00	/day
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Masonry Mortar Field Services

Field Inspector:

Provide the services of an inspector, who will visit the site, visually inspect masonry construction, reinforcement, anchorage, and overall workmanship and make the necessary mortar cubes per contract documents. Inspections include fabrication of mortar and grout samples.

Unit Price per Trip (Full Day)	\$ 650.00	/day
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Unit Price per Trip (Half Day)	\$ 450.00	/day
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Unit Price per Trip (One Set of Cubes)	\$ 50.00	/day
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Mortar Cube Testing:

Mortar cubes prepared by field technician will be tested and reported.

Unit Price per Cube	\$ 25.00	/each
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Masonry Unit Testing

Laboratory compressive strength testing per ASTM C90.

Unit Price per Masonry Unit	\$ 95.00	/each
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Prisms Testing:

Prisms to be prepared by client including wooden base with metal strapping to insure integrity of prism per ASTM C1314.

Unit Price per Prism	\$ 400.00	/each
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Bituminous Pavement Monitoring and Testing

Bituminous Pavement Field Services with Nuclear Moisture Density Meter:

Provide the services of a bituminous pavement field technician to monitor the placement, temperature, thickness, and compaction of the bituminous concrete pavement and perform field density tests.

Unit Price per Trip (Full Day)	\$ 600.00 /day
Unit Price per Trip (Half Day)	\$ 400.00 /day

Structural Steel Testing and Inspection

Structural Steel Field Inspection:

Provide the services of a field inspector who will go to the jobsite, check plumbness and alignment of structural members, torque testing of high tensile bolts and visually inspect welds. Include techniques and equipment being used. Inspection of metal deck installation and testing of shear studs.

Unit Price per Trip (Full Day)	\$ 700.00 /day
Unit Price per Trip (Half Day)	\$ 375.00 /day

Field Non-destructive Testing of Welds (Magnetic Particle or Ultrasonic):

Provide the services of an inspector who will go to the jobsite and test field welds using either magnetic particle or ultrasonic non-destructive testing methods.

Unit Price per Trip (Full Day)	\$ 800.00 /day
Unit Price per Trip (Half Day)	\$ 570.00 /day

Professional Staff

Civil Engineer

Unit Price per hour	\$ 100.00 /hour
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Environmental Engineer

Unit Price per hour	\$ N/A /hour
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Materials Engineer

Unit Price per hour	\$ 100.00 /hour
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Geotechnical Engineer

Unit Price per hour	\$ 150.00 /hour
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Project Engineer

Unit Price per hour \$ 100.00 /hour

Project Director

Unit Price per hour \$ 100.00 /hour

Field Staff

Unit Price per hour \$ 80.00 /hour


Administrative Secretary

Unit Price per hour \$ 40.00 /hour

15. SUBMISSION OF PROPOSAL

- 15.1 By signing this Document, the Testing Laboratory Agent represents that all appropriate attachments and additions have been made and that there are no proposed deviations from the requirements of the Owner for these services.

Laboratory Testing Agent:



(Signature)

Clark Sharlock, Civil & Structural Supervisor

(Printed name and title)

Proposal Date:

May 11, 2023

(Month, day, and year)

16. ACCEPTANCE OF AGREEMENT

- 16.1 By signing this Document, the Owner accepts the terms of the Laboratory Testing Agent's Proposal, including all attachments and agrees to award the Contract to the Proposer named above. This Proposal, with all parties executing this Document, will form the Agreement between the Owner and Laboratory Testing Agent.

Owner:

(Signature)

(Printed name and title)

Acceptance Date:

(Month, day, and year)