

NEW HAVEN UNIFIED SCHOOL DISTRICT

REQUEST FOR BID

*For*

**Special Inspection & Testing**

**District-Wide Solar Project - Phase #2**

**RFP # 777**

**NEW HAVEN UNIFIED SCHOOL DISTRICT  
REQUEST FOR BIDS #777**

**Special Inspection & Testing  
District-wide Solar Project - Phase #2**

**NOTICE TO BIDDERS**

1. NOTICE IS HEREBY GIVEN that the New Haven Unified School District is seeking Bids for a Project Inspector for its **District-wide Solar Project – Phase #2 (James Logan High School, Barnard White Middle School, and Hillview Crest Elementary School.**
2. Bids should be submitted in the manner prescribed herein and for the services requested herein. All required forms and submissions requirements are provided herein or attached hereto. Each person or entity that submits a BID to the District in response to this RFP shall be designated as a “Vendor”.
3. Questions regarding this RFP should be directed to [facilitiesprojects@nhusd.k12.ca.us](mailto:facilitiesprojects@nhusd.k12.ca.us).  
Deadline for questions is 2:00 p.m. on Wednesday, April 26, 2017.
4. Sealed Bids should be delivered to New Haven Unified School District. Bids must be received by New Haven Unified no later than **2:00 P.M. on Tuesday, May 2, 2017.**

**New Haven Unified School District  
34200 Alvarado-Niles Rd  
Union City, CA  
Phone: (510) 471-1100  
Attention: Akur Varadarajan  
Co-Superintendent**

5. New Haven Unified reserves the right to reject any and all Bids and to waive any informality, technical defect or clerical error in any Bid Package, as the interest of the New Haven Unified School District may require. Any proposer may withdraw his/her bid, either personally or by written request, at any time prior to the scheduled closing time for receipt of Bids.

*Equal Opportunity Employer*

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**REQUEST FOR BID**

The New Haven Unified School District is looking for a Project Inspector for the following project:

**DISTRICT WIDE SOLAR PHASE #2**  
**JAMES LOGAN HIGH SCHOOL, BARNARD WHITE MIDDLE SCHOOL, AND**  
**HILLVIEW CREST ELEMENTARY SCHOOL**

Please refer to the following Scope of Work attached and the link below:

<https://www.dropbox.com/sh/b2zo2zccybkjkr/AAAgDhNBa3FfVWrtJQ-YTaRaa?dl=0>

There you will find the following documents:

- JLHS - Plans.pdf
- JLHS - Calcs.pdf
- JLHS -Geotech Report.pdf
- DSA\_103 - LOGAN Draft.pdf
- Barnard White MS - Plans 1of2.pdf
- Barnard White MS - Plans 2of2.pdf
- DSA\_103 - Barnard Draft.pdf
- Hillview Crest ES - Plans.pdf
- Hillview Crest ES - Calcs.pdf
- Hillview Crest ES - Geotech Report.pdf
- DSA\_103 - HILLVIEW CREST Draft.pdf

The District will require a **Not To Exceed** pricing with a breakdown for the follow (3) three phases:

- Off-site inspection (Arizona Plant)
- Construction Services
- Close Out
- Also provide your hourly rate for all services provided.

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Refer to the following Exhibit(s) for additional information:

- Exhibit A - Scope of Services
- Exhibit B – Bid Proposal Form

Note – Bid project(s) as if each task/inspection for all three sites will be in series and **NOT** in parallel

Project Schedule: May 17<sup>th</sup> – Aug 18, 2017

Invoices shall be submitted no later than the **25<sup>th</sup> of each month**. Monthly progress reports shall be submitted with the following backups attached.

- Administrative tasks: Hour(s), Rate, Site
- Inspection tasks & observation: Hour(s), Rate, Site

END OF DOCUMENT

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**SCOPE OF SERVICES**

**NEW HAVEN UNIFIED SCHOOL DISTRICT  
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**Exhibit A  
SCOPE OF SERVICES  
**SPECIAL INSPECTION SERVICES****

The Consultant agrees to further the interests of the District by furnishing the Consultant's skill and judgement in cooperation with, and in reliance upon, the services of the District's staff. Acting as an independent contractor, the Consultant agrees to provide the District with consulting services for the District's Measure M New Construction/Modernization Program as described herein.

- 1.1 Consultants services shall include providing as needed inspection and testing services to include, but not limited to the following: Geotechnical testing, Testing of Fill Material, Compaction Testing, Field and Shop Welding, Concrete Compression Strength, Mortar and Grout Compression Strength, CMU Compression Strength, Batch Plant Inspections, Reinforcing and Structural Steel, In-Plant Inspections, Structural Lumber, Tension testing, Torque and Pull Tests, DSA CMU 100% continuous inspections; and Spray on Fireproof testing, as requested by the District, for the construction projects at the District's schools to ensure that the work is in compliance with project plans and specifications as well as codes, regulations and quality control required of public schools in the State of California.
  - 1.1.1 Notify the District, its Construction Managers, and DSA Project Inspectors in writing if work does not conform to contract documents, including plans and specifications. If the Contractor fails to immediately correct the deviation, Consultant shall notify the Construction Manager in writing of the continued deviation and send copies of such notices to DSA Inspector.
  - 1.1.2 Maintain liaison with the District, Architect, Construction Managers, DSA Project Inspectors, as well as regulatory agencies and governing bodies as necessary to maintain project continuity.
  - 1.1.3 Submit, when performing testing or inspections, a report to the Construction Manager and DSA Inspector, including the following information:
    1. Project Name and DSA Number
    2. Date of Inspection/Test performed.
    3. Type of Inspection/Test performed.
    4. Results of Test/Inspection.
    5. Name of Contractor performing work.

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6. Weather conditions.
  7. Nature and location of the work being performed.
  8. Record any work or material in place that does not correspond with the codes, drawing, or specifications, as well as resulting action taken. List any other problems or abnormal occurrences that arise during each day, including notations of any particular lack of activity on the part of the Contractor. Note corrective actions taken.
- 1.1.4 Provide qualified recommendations upon request from District, Architect, Construction Managers, or DSA Project Inspectors.
  - 1.1.5 Notwithstanding anything expressed or implied to the contrary, Consultant shall comply with all federal, state, county and local governmental requirements.
  - 1.1.6 Review and monitor Contractor's construction methods and procedures as requested.
  - 1.1.7 Inspect, verify, and document Contractor's delivered equipment and materials to insure that they meet submittal and specification requirements as requested.
  - 1.1.8 Submit final Lab Affidavits to Architect, Construction Manager, and DSA project Inspector in compliance with State law, which reports shall be based upon actual personal knowledge obtained through personal inspection of the construction work in all stages of its progress at the site.
  - 1.1.9 Consultant is only to report to the site as Districted by the District and/or DSA Project Inspector. Any site visits not request by the above stated parties will be at the cost of the Consultant.
- 1.2 **LOCATIONS**  
Inspection services shall be provided at District school sites as directed by the District.
  - 1.3 **DISTRICT'S POINT OF CONTACT**  
The District's designated representatives (Construction Manager, DSA Project Inspector) shall be specified for each project. In general, the point of contact for projects initiated by the District's Facilities Department is Nicholas Arps, Director of Facilities & Construction at (510) 476-2642. All communication and correspondence shall be through the party listed above unless otherwise directed by the District.



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- 1.4 The District reserves the right to employ other Consultants in connection with any Project, or to perform work related to the Project with the District's own forces. The Consultant shall notify the District if any such independent action will in any way compromise the Consultant's responsibilities under this Agreement.

END OF DOCUMENT

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**VENDOR REPRESENTATION AND CERTIFICATION**

The undersigned hereby affirms that:

1. He/she is a duly authorized agent of the Vendor with the authority to submit a BID on behalf of the Vendor (corporate or other authorization confirmation may be requested prior to final contract execution).
2. He/she has read the complete RFP and all amendments issued pursuant thereto.
3. The offer complies with State conflict of interest laws. The Vendor certifies that no employee of its firm has discussed, or compared the BID with any other Vendor or District employee, and has not colluded with any other Vendor or District employee.
4. If the Vendor's BID is accepted by the District on or before May 16, 2017, the Vendor will enter into a contract with the District to provide the Special Inspection & Testing described by the RFP on terms mutually acceptable to the District and the Vendor.

I hereby certify that I am submitting the attached BID on behalf of \_\_\_\_\_  
\_\_\_\_\_ [Specify Entity Submitting BID]. I understand that by virtue of executing  
and returning with the BID this required response form, I further certify that the Vendor  
understands and does not dispute any of the contents of this Request for Bids (except as may  
be noted in the BID).

Submitted: \_\_\_\_\_  
Date

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: FAX: E-Mail: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Manual Signature of Agent(s)

Name and Title of Authorized Agent: \_\_\_\_\_

NOTE: If joint venture, each separate party must provide a completed certification form.

END OF DOCUMENT

**NEW HAVEN UNIFIED SCHOOL DISTRICT  
REQUEST FOR PROPOSAL  
RFP #777  
SPECIAL INSPECTION & TESTING**

**EXHIBIT B  
BID PROPOSAL FORM**

	OFF-SITE SERVICES	CONSTRUCTION SERVICES	TOTAL
JAMES LOGAN HIGH SCHOOL			
BARNARD WHITE MIDDLE SCHOOL			
HILLVIEW CREST ELEMENTARY			

<b>PROJECT CLOSE OUT FEE:</b>	
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<b>GRAND TOTAL (NOT TO EXCEED AMOUNT) FOR RFP #777:</b>	
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**NOTE:** Payment will be made on ACTUAL HOURS worked, as submitted on the Inspector's Time Sheet.

**VENDOR:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_