UCONN
UNIVERSITY OF CONNECTICUT

CONTRACT/ASSIGNMENT INFORMATION SHEET

The University of Connecticut is accepting sealed Proposals for:

CONTRACT NUMBER: SK080522

CONTRACT NAME: Wastewater Piping Maintenance and Slip-Lining

ASSIGNMENT LOCATION: All UConn Campuses

PROCUREMENT AGENT: Shamona Kamm, shamona.kamm@uconn.edu , 860-486-5797

INTENT OF THIS SOLICITATION: The purpose of this Request for Proposal ("RFP") is to provide planned maintenance on University wastewater piping systems. Services will be required as described in the Specifications.

LOCATION OF PROPOSAL: Submit a Proposal for this solicitation (event) through the HuskyBuy Portal: https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite

CRITICAL DATES:

Proposal Due Date and Time	**December 13, 2022**	**2: 00 pm**
Q&A (RFI) Due Date and Time	**November 29, 2022**	**2:00 pm**
Pre-Proposal Conference Date and Time	**November 15, 2022**	**1:00 pm**
Pre-Proposal Conference Location	**3 Discovery Drive, 2nd Floor Bid Room, Storrs CT**	

COVID-19 MITIGATION GUIDELINES: As part of UConn's on-going effort to ensure a secure and safe working environment for its students, workforce, clients, and visitors, the University has developed the "University COVID-19 Mitigation Guidelines for the Proposer Community." A copy of the Guidelines can be found by visiting the following website: https://updc.uconn.edu/contractors-working-at-uconn/ and clicking on the document located under the Resources section. You may also find additional information at: https://ehs.uconn.edu/ehs-covid-resources/.

These guidelines establish consistent standards for mitigating the spread of COVID-19 that must be undertaken by the Proposer and are intended to assist UConn in meeting its commitments.

CONTRACT DESCRIPTION/SCOPE OF WORK: The intent of the contract resulting from this RFP is to provide the University with planned maintenance of the University wastewater piping systems at all University campuses, including inspection of piping and installation of resin impregnated cured in place pipe (RICIPP) in

compromised piping. For further details refer to the attached Specification document under the Buyer Attachment Tab

CONTRACT TERM:

- Contract Service Commencement: **February 1, 2023**
- Contract Term: **Two years from date of commencement through January 31, 2025, with options to renew for three (3) additional one (1) year periods or part thereof.**

PRE-PROPOSAL CONFERENCE: The Pre-Proposal Conference is not mandatory, however, interested Proposers are strongly encouraged to attend and hear more about the Scope of Work/Services required. The Pre-Bid Conference will commence promptly at the time noted herein. There are limited short-term and PayByPhone parking spaces around the University Business Services building. The North Parking Garage is recommended to all vendors as parking on campus is at your own risk. The North Garage parking is paid via online app (PaybyPhone or Flowbird) or at a kiosk and is required when parking vehicle and not when exiting the garage.

REQUEST FOR INFORMATION QUESTIONS:
All Requests for Information ("RFI") questions are to be posted under the Q & A Board Tab in the HuskyBuy sourcing event The University will not be responsible for any interpretations or instructions other than those submitted through the Q & A Board of the event.

PROPOSAL CLARIFICATIONS, ADDENDA, and INTERPRETATIONS: Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the Specifications or other contract documents.

Any and all interpretations of the Specifications, Responses to any RFIs, or other contract documents, and any supplemental instructions, will be in the form of a written bid clarification/addendum, if issued, and will be posted as part of the HuskyBuy RFP sourcing event under the Buyer Attachment Tab. Failure of any Proposer to receive any such addendum or interpretation shall not release any Proposer from any obligations under its proposal as submitted.

WAGE RATES:

Standard Wages: Connecticut Department of Labor Service Standard Wages are applicable for this work. The awarded Bidder will provide services that have mandated service rate requirements. Bidders shall review Connecticut General Statute §31-57f. The statute can be found at https://www.cga.ct.gov/current/pub/chap_557.htm#sec_31-57f. Standard Wage Rates are posted on the Connecticut Department of Labor Website: ctdol.state.ct.us. Note that it will be the successful Bidder's responsibility to monitor wage rates issued by the Connecticut Department of Labor and ensure that non-supervisory employees are paid the most current wage and benefit rate.

REQUIRED LICENSES AND CERTIFICATIONS: The selected proposer shall have all licenses and certifications required to completed specified work. The slip-lining product requires installation by a manufacturer qualified technician.

PROPOSAL SELECTION EVALUATION CRITERIA:
This is a quality-based selection process in which Proposals shall be evaluated utilizing the objective technical criteria listed within the RFP, as well as any additional information obtained from persons or other sources identified in the Proposal. The Cost Proposal will be evaluated by a Procurement Analyst who will assess and evaluate the pricing submissions of the Proposers. All Proposers must provide information/documentation with their submission that demonstrates (at a minimum) the requirements as further detailed below.

Narrative of Contract/Assignment Approach:
Provide your company's approach, which demonstrates your company's technical qualifications to complete the specifications described on the Specification Sheet. The narrative should be limited to no more than two (2) pages.

Proposed Team: The Proposer must demonstrate the ability to staff this Contract with high quality, experienced personnel. The Company must demonstrate the individual staff members' experience on past relevant assignments/contracts performing work of a similar scope and nature to this Contract and in a comparable position as assigned on this Contract. Resumes shall be provided for the Contract Representative and proposed team members, referencing their licensing and certifications, that will be assigned to this contract/assignment.

Previous Relevant Experience: Contract relevant experience demonstrating these requirements must be submitted on the Contract Relevant Experience Form provided with this RFP; substitution of this Form is not allowed. A minimum of **three (3) examples** must be submitted that are in progress or completed within the past **seven (7) years.** A detailed description of the work performed and how it relates to this scope of work shall be included. Failure to provide accurate required information on the Contract Relevant Experience Form may lead to the rejection of your Proposal. Note: **only one (1) contract performed for UConn may be included as part of your Proposal.**

Quality Assurance/Quality Control Plan:
Describe your firm's process and procedure in managing and assuring quality of its performance of the contract/assignment described in the Specification Sheet and those of its sub-contractors. The narrative should be limited to no more than two (2) pages.

Cost Proposal:
The University intends to utilize the following compensation methods:

- **Time and Materials:** When submitting a proposal for a contract/assignment using this compensation method, compensation for work performed will be the actual documented costs incurred by the proposer for materials, labor and subcontractor costs.

- **Unit Price:** When submitting a proposal for a contract/assignment using this compensation method, Contractor will provide a unit price cost for the specified task(s).

SBE/MBE PARTICIPATION: In an effort to foster a more diverse pool of experienced Proposers, the University encourages certified Small Business Enterprise and Minority Business Enterprise (SBE/MBE) participation or the use of certified SBE/MBE businesses as sub-contractors.

RESERVATION OF RIGHTS: The University reserves the right to reject any or all Proposals, in whole or in part, and to waive any informality or technical defects, if it is deemed to be in the best interest of the University.

The University reserves the right to make multiple awards for these services or award by item, or group of items, if it is deemed to be in its own best interest.

_____

Shamona Kamm
Purchasing Agent II