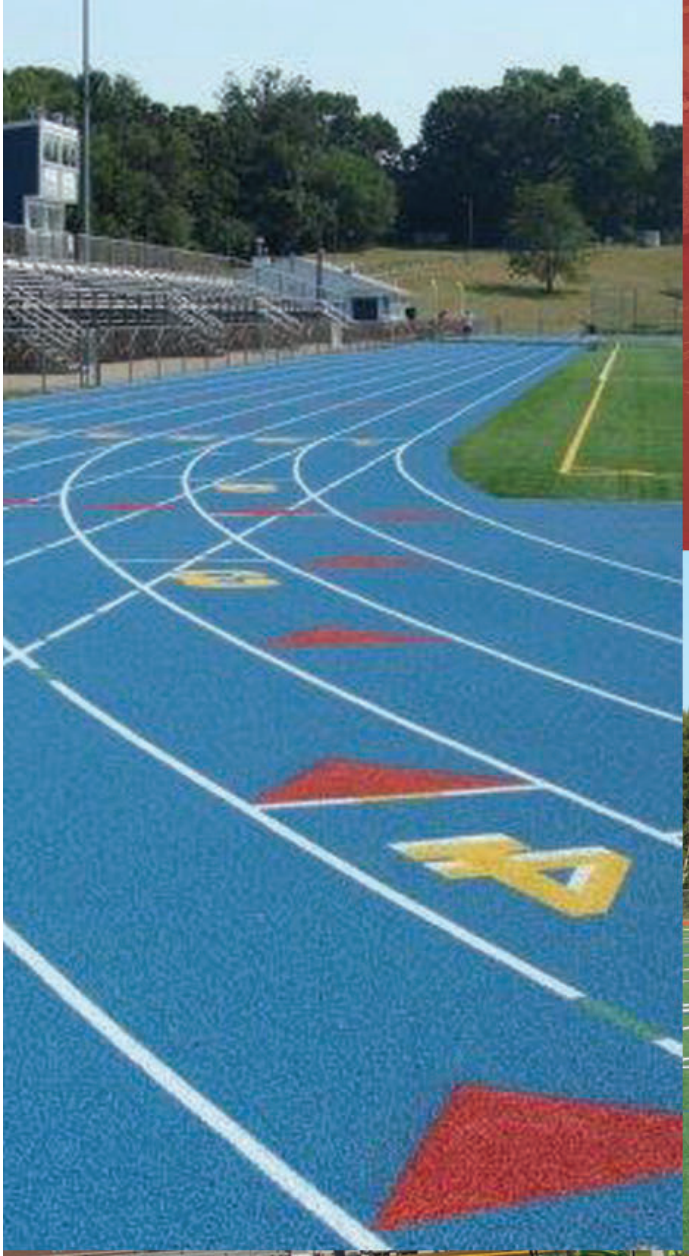

# Ledyard Public Schools

RFP #LPS-0048 - Engineering Design Services for the Ledyard High School Track and Field Project

**June 6, 2019**

BSC GROUP

BSC GROUP
Transportation ▪ Energy ▪ Land Development

300 Winding Brook Drive
Glastonbury, CT 06033

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June 5, 2019

Mr. Sam Kilpatrick
Director of Facilities
Ledyard Public Schools
4 Blonders Blvd.
Ledyard, CT 06339

**RE: LPS-0048 – Engineering Design Services for the Ledyard High School Track and Field Project**

Dear Mr. Kilpatrick:

BSC Group-Connecticut, Inc. (BSC) is pleased to submit our proposal to provide to provide engineering design services for renovations to the Ledyard High School track and field facility. This is an exciting opportunity for Ledyard Public Schools to provide students and the community with state-of-the-art athletic facilities, and BSC is well-equipped to assist you with realizing this vision. Having previously worked on the Gallup Hill School and Ledyard Middle School projects, we are eager to continue our service to your community on the track and field project. BSC brings many advantages to this project, discussed below.

- **Experience Designing Athletic Facilities** – BSC has extensive experience designing athletic facilities for schools throughout Connecticut, including our recent work in Avon, Hartford, Manchester, New Milford, Wallingford, and Windsor. We will provide comprehensive services to you throughout the design, permitting, and construction phases of the project.
- **Skilled Project Staff Committed to Your Project's Success** – BSC is proposing a team of seasoned in-house professionals who will execute the project from our Glastonbury office. Without the need for subconsultants, the BSC team offers the expertise, flexibility and available staff to support the Town's ambitious plans to complete project design and permitting by July 31, 2019. Our interdisciplinary team is led by Jesse Harris, PLA, a highly-qualified, Connecticut-licensed landscape architect with over a decade of athletic facility design experience. Additionally, David D'Amato, P.E., is a Ledyard resident, and brings a local/highly responsive perspective to the project since he lives just a few miles from the high school.
- **Collaborative Approach to Achieve Common Goals** - Our approach to athletic facility projects is client-focused and service-oriented, and we will support your project from program development and feasibility phases until you are satisfied with the final, completed facilities. Our collaborative approach results in projects that are widely accepted, constructed and maintained to become lasting resources for the community.

We appreciate your consideration of our proposal and qualifications. Please contact me at 860-652-8227 (extension 4558) or kprochorena@bscgroup.com if you have any questions.

Sincerely,
**BSC Group - Connecticut, Inc.**

Kurt A. Prochorena, PE, LEED AP
Principal

Engineers
Environmental Scientists
GIS Consultants
Landscape Architects
Planners
Surveyors

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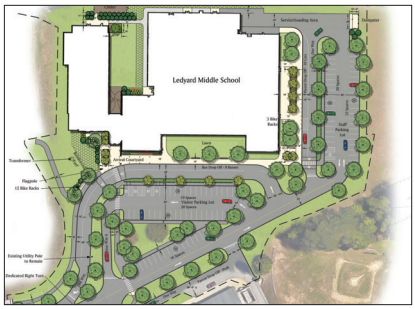
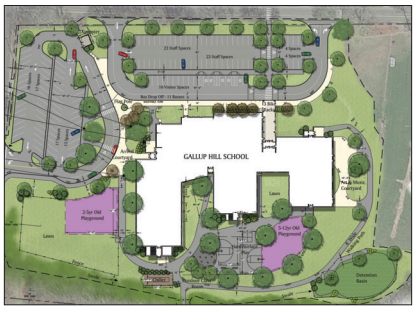



**BSC Group is well known to the Town of Ledyard through our recent work on the Ledyard Middle School and Gallup Hill School renovation projects.**

## Firm Background

BSC Group, founded in 1965, is a consulting, site design, and engineering firm with a staff of over 130 professionals based in five offices in Connecticut and Massachusetts. BSC has provided interdisciplinary design, planning, permitting, and construction phase services for municipal, state, and private sector clients throughout New England for 50 years. Our broad range of services includes:

- Athletic facility assessment, design, and forensics
- Landscape architecture and land planning
- Civil/site engineering
- Environmental analysis, planning, documentation and regulatory assistance
- Surveying, mapping, and GIS services

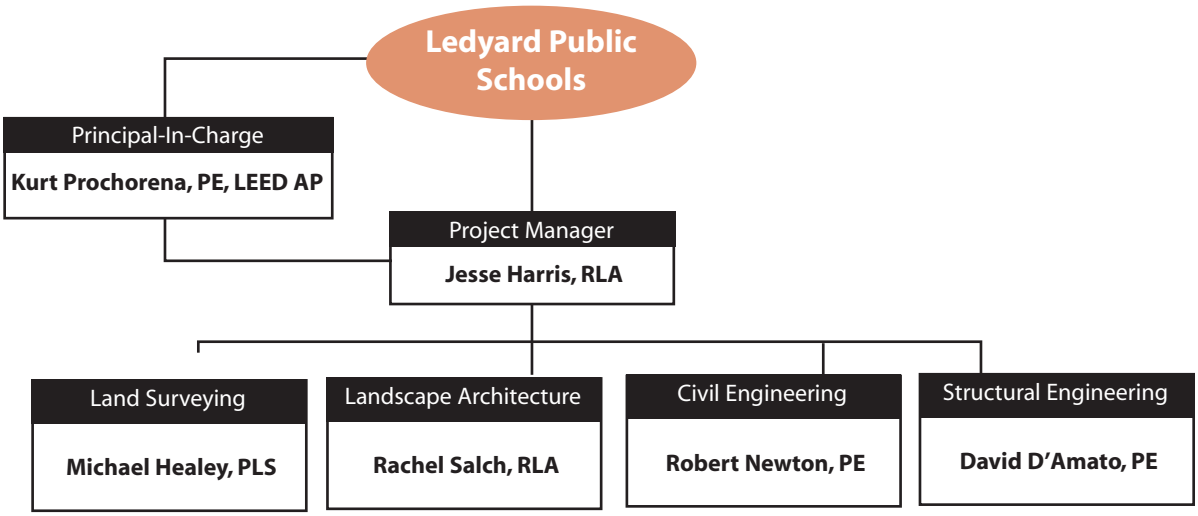
BSC is highly qualified and ready to provide the Ledyard Public Schools with engineering and design services to replace the Ledyard High School track and field event facility.

BSC has extensive experience designing athletic and recreational facilities, including natural grass and all-weather (synthetic) turf athletic fields, running tracks, tennis courts, bleachers, sports field lighting, walking tracks and trails, passive recreation spaces, and accessory buildings. Our recent work has included the design of athletic facilities for the Connecticut communities of Avon, Bloomfield, Southington, Wallingford, Waterbury, and Windsor. We are also proud to have designed the practice field for the University of Connecticut men's soccer team at the Storrs campus.

Critical aspects of our design approach include close designer-owner collaboration, adherence to requisite standards for league play, consideration of playing surfaces, durability, maintenance requirements, and optimization of available space to safely allow for concurrent play. BSC is also experienced in providing phased design and construction, project management and oversight, cost estimating and value engineering, as well as assistance with funding sources and grant compliance. This wide range of experience helps to set us apart from other firms and provide our clients with the insight required to make decisions for their facility.

## Highly Qualified Project Team to Serve the Ledyard Public Schools

The provision of engineering design services for the Ledyard High School track replacement project will require interdisciplinary expertise in a variety of design aspects. BSC has responded to this challenge by assembling a team of integrated professionals who specialize in collaborating on the development of quality athletic facilities. These professionals are organized under a strong project management team. BSC's team, graphically displayed in the chart below, includes design and athletic facility professionals with extensive experience in their respective fields.




## Qualified and Responsive Project Personnel

Our project management team will call upon qualified project personnel to carry out the deliverables for the Ledyard High School track replacement project. They will assign our in-house team of interdisciplinary professionals to provide the full range of services required by the request for proposals, and coordinate with our consultants to provide seamless design services. To facilitate the Town of Ledyard's review of our qualifications, we have summarized the background and experience of our proposed staff members in each discipline in the table which follows, and have included resumes for key staff members at the end of this section of our proposal.

| Team Member Role | Qualification Highlights |
|---|---|
| **Jesse Harris, RLA**<br>Project Manager | ▪ Landscape architect with 12 years' experience in site analysis, master planning, site planning, site plan development, master plans, parks and athletic facilities, landscape planting design, sustainable design, and the analysis of pedestrian circulation. He has demonstrated expertise in renovations to track and athletic facilities including evaluations and assessments, repairs, replacement, from the feasibility stage through to construction<br>▪ Acted as landscape architect for numerous athletic field improvement projects across Connecticut and Massachusetts, including Southington High School Track and Field in Southington, CT, Bellingham High School Track and Field in Bellingham, MA, Wilby High School Athletic Complex, Waterbury, CT |
| **Kurt Prochorena, PE, LEED, AP**<br>Principal-in-Charge | ▪ Served as the principal-in-charge for the renovation of the athletic facility at New Milford High School in New Milford, CT and the assessment of competition fields and the running track at RHAM Middle and High School Campus in Hebron<br>▪ Led multiple athletic field renovations, including the O'Brien Stadium in Windsor, CT, and facilities at Bellingham High School in Bellingham, MA; John F. Kennedy High School in Waterbury, CT; and Southington High School |
| **Rachel Salch, PLA**<br>Landscape Architect | ▪ Landscape architect with experience in site analysis and design, master planning, and construction administration as well as skilled in AutoCAD, SketchUp, and Adobe Suite applications<br>▪ Acted as a landscape designer for numerous high school track and field improvement projects throughout Connecticut<br>▪ Assisted in the programing and design plans for the New Milford High School athletic facility, track and field improvements at Plainville High School, and athletic facility renovations at Bloomfield High School |
| **Robert Newton, PE**<br>Civil Engineer | ▪ More than 20 years of experience in civil engineering for municipal projects<br>▪ Extensive experience supporting improvements at Connecticut public schools, including work in Hartford, Ansonia, Norwalk, Middletown, Avon, East Lyme, Glastonbury and Rocky Hill<br>▪ Supported the Town of Ledyard in the design and construction of improvements at Ledyard Middle School and Gallup Hill School |
| **Michael Healey, PLS**<br>Land Surveyor | ▪ Professional land surveyor in Connecticut with over 32 years of technical experience on civil engineering and land surveying projects, including various boundary, topographic, and construction stakeout surveys<br>▪ Survey manager for the design of the New Milford High School Athletic Facility, as well as several municipal school projects throughout the state<br>▪ Understanding of survey technology and software lies in operating robotic total stations and GPS Surveying equipment, as well as AutoCAD and Civil3D |

| Team Member Role | Qualification Highlights |
|---|---|
| **David D'Amato, PE**<br>Structural Engineer | ▪ 20 years of experience in structural design and analysis, Mr. D'Amato's professional practices include on-site inspection, field support, load rating, and development of detailed drawing packages for both rehabilitation and new construction projects<br>▪ Mr. D'Amato has contributed to many municipal school projects, including the recent design of a retaining wall as part of Avon's High School athletic facility improvements project<br>▪ Currently acting as Lead Structural Engineer for various assignments secured through an on-call engineering services contract with the Town of Tolland, CT. Responsibilities included structure condition inspection and development of complete contract document packages, which included the generation of plans, special provisions, and construction cost estimates to facilitate repairs to two local bridges |

# Jesse A. Harris, PLA

Landscape Architect

## Education

**BS, Landscape Architecture**
University of Massachusetts Amherst

**AS, Landscape Contracting**
University of Massachusetts Amherst

## Registrations

**Licensed Landscape Architect – CT**

## Certifications

**OSHA Construction Safety and Health**

## Affiliations

**American Society of Landscape Architects**

**CT Chapter-American Society of Landscape Architects**

**CT Recreation and Park Association**

**American Sports Builders Association**

**OSHA Construction Safety and Health Certified**

## BACKGROUND

Mr. Harris brings 12 years' experience to BSC Group as a Landscape Architect, with expertise in assessment, planning and design, specification writing, contract document preparation and management for both public and private sector projects. He has extensive experience in site analysis, master planning, site planning, site plan development, master plans, parks and athletic facilities, landscape planting design, sustainable design, and the analysis of pedestrian circulation. Mr. Harris' professional background includes a variety of landscape construction tasks which allows him to interpret two dimensional plans in to real world results. He is proficient in a range of computer applications, including AutoCad, SketchUp, Adobe Photoshop, and ArcView. He routinely enhances projects with the development of both traditional renderings and state of the art computer generated photo-realistic graphics, including 3-D modeling depictions.

## PROJECT EXPERIENCE

**Avon High School Athletic Facility Improvements, Avon , CT**
Project Manager/Landscape Architect for master planning, design services for the Avon High School Athletic Facility. The fully renovated facility includes a new competitive running track, track & field events, a multi-purpose synthetic turf field, walkways, fencing, and miscellaneous improvements to the site. Mr. Harris led the project team through final design, local permitting, and a series of Town meetings to place the project for town wide referendum vote. The project is scheduled for completion in Fall 2019.

**Bloomfield High School, Athletic Facility Renovations, Bloomfield, CT**
Landscape Architect for master planning, design, bidding assistance, and construction administration services for the Bloomfield High School Athletic Facility. Mr. Harris was responsible for the design and detailing for the conversion of a natural grass field to a synthetic turf field and renovations to the track and field events. He also assisted with master planning services for the field layouts, obtaining local permitting approvals, developed opinion of probable construction costs, and aiding the Board of Education in the bidding process.

**Manchester High School Track and Field Improvements, Manchester, CT**
Landscape Architect for design services for the replacement of the existing running track and natural grass field with a new synthetic turf field and running track. Mr. Harris was responsible for the

design, detailing, development of opinion of probable construction costs, local permitting for the conversion of a natural grass field to a synthetic turf field and renovations to the track and track events.

**New Milford High School Athletic Facility, New Milford, CT**
Landscape Architect for master planning, design and construction phase services to the Town of New Milford for the renovation of the high school's stadium track and field facility. The work included maximizing the interior width of the track to allow true multipurpose use, while preserving access to the existing bleachers on either side of the track. Work also included a new second synthetic turf field north of the track to allow even more use, especially during inclement weather.

**Lyman Hall High School Stadium Renovation, Wallingford, CT**
Landscape Architect for design and renovations to the Lyman Hall football stadium. BSC provided design of a new multi-sport synthetic turf system, a new and expanded running track, new track event areas, sports field lighting, team rooms, weight and training rooms, storage buildings, coaches offices, and officials offices to increase the usability of their facility for high school and community sports organizations.

**Rocky Hill High School Running Track Renovations, Rocky Hill, CT**
Landscape Architect for the renovations to the running track at Rocky Hill High School. The existing high school running track was in poor condition with delaminating rubberized surfacing, cracking pavement and stained field events. Mr. Harris worked with the town and contractor to evaluate the pavement condition and recommend a mill and overlay replacement method that saved the school hundreds of thousands of dollars and provided a new track that will last for years to come. The new track is surfaced with a urethane base mat that will resist peeling and 'bubbling' and provide an expert surface for the up and coming High School track team.

**Plainville High School, Field and Track Improvements, Plainville, CT**
Landscape Architect for site programing and preparation of design plans for the renovation of the main stadium's existing track and natural grass field, as well as a secondary softball/practice soccer field. BCS worked closely with the Town to create two separate fields that would meet the needs of the Town. Mr. Harris was involved with conceptual design for the site, as well as construction documents, cost estimating and construction phase services.

**O'Brien Stadium/Windsor High School Athletic Facility, Windsor, CT**
Landscape Architect for design and construction oversight of renovations to the athletic facility at the O'Brien Stadium Field. The fully renovated facility includes a new competitive running track, track & field events, a multi-purpose synthetic turf field, a natural grass practice football field, a press box, home and away bleachers, a multi-sport scoreboard, walkways, fencing, and miscellaneous improvements to the site. Mr. Harris led the project team through programming with the Athletic Director and Town stakeholders, local permitting, and a series of Town meetings, ultimately gaining approval of the project funding at a Town wide vote.

# Kurt A. Prochorena, PE, LEED AP

Vice President and Principal

## Education

**BS, Environmental Engineering**
Norwich University

## Registrations

**Professional Engineer – CT, MA**

**National Council of Examiners for Engineering and Surveying (NCEES) Record Holder**

**LEED Accredited Professionals – USGBC**

## Affiliations

**American Society of Civil Engineers, Connecticut Society of Civil Engineers**

**Construction Specifications Institute**

**Construction Institute**

**Connecticut Building Congress**

**U.S. Green Building Council (USGBC)**

**Member, ASTM International**

## BACKGROUND

Mr. Prochorena has over 25 years of experience as a consulting engineer, with involvement in a wide variety of design and construction projects in the public and private sectors. Mr. Prochorena has expertise in the areas of project planning, design, specification writing, contract document preparation, and management of multidisciplinary design teams. He maintains thorough understanding of engineering standards, codes, and regulatory programs. His professional experience includes a wide variety of project types including educational facilities, public facilities, commercial/industrial facilities, and infrastructure improvements.

## PROJECT EXPERIENCE

**Bloomfield High School, Athletic Facility Renovations, Bloomfield, CT**
Principal-in-Charge for Bloomfield High School's athletic facility renovations. BSC Group provided design, engineering, bidding assistance, and construction administration service for the works, which included the conversion of the stadium's natural grass field to an all-weather synthetic turf field and renovations to the track and field events.

**Manchester High School Track and Field Improvements, Manchester, CT**
Principal-in-Charge for consulting and design services for the replacement of the existing running track and natural grass field with a new synthetic turf field and running track. The project also included the installation of a new synthetic turf practice field and additional bleachers.

**New Milford High School Athletic Facility, New Milford, CT**
Principal-in-Charge for construction phase services to the Town of New Milford for the renovation of the athletic facility at New Milford High School. BSC provided ADA review, design and cost estimates for bringing the athletic fields at New Milford High School up to current ADA and State Board of Education requirements for accessibility. Renovations include replacement of the competition running track, new track and field events, conversion of its natural grass field to a new all-weather multi-purpose synthetic turf field.

**Lyman Hall High School Stadium Renovation, Wallingford, CT**
Principal Engineer for design and renovations to the Lyman Hall football stadium. BSC provided design of a new all-weather multi-

sport synthetic turf system, a new and expanded running track, new track event areas, sports field lighting, team rooms, weight and training rooms, storage buildings, coaches offices, and officials offices to increase the usability of their facility for high school and community sports organizations.

**Bristol Eastern High School Athletic Facility Master Plan and Sports Field Lighting Improvements, Bristol, CT**
Principal Engineer for the design and master planning of improvements to the athletic facility at Bristol Eastern High School. Master plan improvements include conversion of the natural grass stadium field to an all-weather synthetic turf field, press box, visitor's bleachers, expansion of the home bleachers, stadium field lighting, and renovations to the natural grass softball field. Phase 1, currently under design, includes sports field lighting for the stadium field. The facility will serve the high school athletic program as well as the city-wide sports organizations including football, soccer, and lacrosse.

**Bellingham High School Track & Field, Bellingham, MA**
Principal Engineer for the design and construction phase services to the Town of Bellingham for the renovation of the athletic facility at Bellingham High School. Renovations included a new and expanded competition running track, new track field events, and conversion of its natural grass field to a new all-weather multi-purpose synthetic turf field. The facility will serve the high school athletic program as well as the community's needs for additional field usability.

**O'Brien Stadium/Windsor High School Athletic Facility, Windsor, CT**
Principal Engineer for design and construction oversight of renovations to the athletic facility at the O'Brien Stadium Field. The fully renovated facility includes a new competitive running track, track & field events, an all-weather multi-purpose synthetic turf field, a natural grass practice football field, a press box, home and away bleachers, a multi-sport scoreboard, walkways, fencing, and miscellaneous improvements to the site. Mr. Prochorena, along with the project team, have worked through programming with the Athletic Director and Town stakeholders, local permitting, and a serious of Town meetings ultimately gaining approval of the project funding at a Town-wide vote.

**Rocky Hill High School Running Track Renovations, Rocky Hill, CT**
Principal-in-Charge for the renovations to the running track at Rocky Hill High School. The existing high school running track was in poor condition with delaminating rubberized surfacing, cracking pavement and stained field events. BSC worked with the Town and contractor to evaluate the pavement condition and recommend a mill and overlay replacement method that saved the school hundreds of thousands of dollars and provided a new track that will last for years to come. Completed in the summer of 2016 the new track is surfaced with a urethane base mat that will resist peeling and 'bubbling' and provide an expert surface for the up and coming High School track team.

**Wilby High School Athletic Complex, Waterbury, CT**
Principal Civil Engineer for site evaluation/needs assessment and conceptual design services for a multi-field athletic complex. The BSC team conducted a comprehensive facility evaluation/needs assessment, programmed the new facilities with the project stakeholders, and prepared conceptual designs, narrative summaries, and cost estimates for two scenarios. The designs included natural and synthetic turf fields, lighting, enhanced athlete/spectator access and handicapped accessibility, stormwater management, new parking facilities, restrooms, concessions, and storage.

# Robert S. Newton, PE, LEED AP

Senior Civil Engineer

## Education

**BS, Civil Engineering**
Union College

## Registrations

**Professional Engineer – CT MA & NY**

**Leadership in Energy and Environmental Design Accredited Professional (LEED AP)**

## Affiliations

**American Society of Civil Engineers**

**U.S. Green Building Council**

## BACKGROUND

Mr. Newton has 20 years of civil engineering experience, especially in the areas of site and roadway design, hydraulic analyses, and permitting support for municipalities, private entities, and government organizations, including both the Connecticut Department of Transportation (CTDOT) and Massachusetts Department of Transportation (MassDOT). Mr. Newton is well-versed in all aspects of site and roadway design, including site planning, drainage design, stormwater management, site utility design, sedimentation, and erosion control plans. Notably, he has been instrumental in the preparation of site and civil plans for educational facilities throughout the State of Connecticut.

Accustomed to leading teams of engineers, planners, surveyors, and scientists in the delivery of cohesive and exemplary projects, Mr. Newton manages to combine his technical expertise with best management practices. He has also developed flood protection systems along several major bodies of water within the state, including the Connecticut, Hockanum, and Westfield Rivers.

## PROJECT EXPERIENCE

**Ledyard Middle School Renovation, Ledyard, CT**
Project engineer for site layout and utility and stormwater design for a 40,000-sf addition to an existing public school facility. Project elements included site circulation improvements for emergency access and drop off areas, as well as improved parking facilities. BSC's design included storm drainage and runoff control as well as the provision of all new utilities for domestic water, fire protection, natural gas, electric and telecom.

**Gallup Hill School Expansion, Ledyard, CT**
Project engineer for civil/site design associated with the 25,000-sf expansion of the Gallup Hill School. The project included site circulation enhancements, as well as stormwater management and permitting.

**Town of Tolland On-Call Engineering Services, Tolland, CT**
Project Manager for the on-call services which required coordination with the client, securing and monitoring all subconsultants, and overall QA/QC services. Services provided included roadway design, traffic management, and drainage improvements. Mr. Newton also reviewed zoning applications for conformance with Town Regulations and general engineering practices and represented the Planning Commission during public hearings, as requested.

**Windsor Police Facility, Windsor, CT**
Project Manager for the redevelopment of the existing public safety building into a Fire only Headquarters for the Town of Windsor. Site improvements include security improvements, utility upgrades, drainage improvements, traffic evaluations, parking modifications, and local permitting.

**Windsor Fire Facility, Windsor, CT**
Project Manager for the redevelopment of an existing facility to house a new state of the art Police Headquarters for the Town of Windsor. Site improvements include traffic circulation improvements, utility upgrades, drainage improvements, parking modifications, coordination with CTDOT, and local permitting.

**Naugatuck Valley Council of Government's River Greenway, Thomaston to Torrington, CT**
Project Manager for the planning, routing, and design of a ten-mile segment of the Naugatuck River Greenway. This multi-use trail runs along the Naugatuck River, and once completed will pass through 11 communities and extend 44 miles. To better inform project stakeholders, BSC is also developing a trail prioritization matrix, summarizing the attributes and challenges associated with specific trail alignment alternatives, weighing such factors as available land, geometry, access/connectivity, construction cost, profile grading, aesthetics/visuals and environmental history impacts.

**Sue Grossman Greenway, Torrington, CT**
Project Manager for the design plans for a five-mile extension of the Sue Grossman Still River Greenway, a paved multi-use path. Contributing to the study and design is the input of local residents and stakeholders, solicited from a variety of sources including public meetings, abutter walks, and attendance at community events and farmers markets. BSC is remaining mindful of chokepoints and other areas of limited width along the trail corridor; the City's future plans after the greenway is constructed, including a greenway bridge connection to a nearby park; and parking lot layouts in the area.

*While at a previous firm, Mr. Newton also contributed to the following relevant projects.*

**Ray Snyder Jr. Municipal Stadium, Waterbury, CT**
Project Manager for the coordination with the client and overall project management and QA/QC services for the assignment, which encompassed site layout, drainage, and grading to replace existing natural turf football, baseball, and softball fields with artificial turf.

**New London High School Athletic Fields, New London, CT**
Project Manager for the design replacements of two natural turf fields with synthetic turf fields. The project also included the expansion of a team room and concession facility and replacement of a 3,000 seat bleacher system.

**Plainville High School Athletic Fields, Plainville, CT**
Project Engineer for providing design services associated with the replacement of a sanitary sewer force main from the Town pumping station to the field drainage system.

**Post University Multi-Sport Athletic Field, Waterbury, CT**
Project Manager for client coordination and QA/QC services for the site layout and design services for a new synthetic field and the relocation of an existing natural turf softball field as part of this $1 million athletic field expansion. The project also included the reconfiguration on-campus roadways and parking areas, field lighting, and team areas.

# Rachel Salch, PLA

Landscape Architect

## Education

**BS, Landscape Architecture**
University of Rhode Island

## Registrations

**Registered Landscape Architect - CT**

## Affiliations

**American Society of Landscape Architects**

**CT Chapter-American Society of Landscape Architects**

**OSHA Construction Safety and Health Certified**

## BACKGROUND

Ms. Salch is a Landscape Architect with over 2 years of experience working with BSC Group. Her involvement in projects has included site analysis and design, master planning, site plan development, landscape planting design, construction document development, and construction administration. Ms. Salch has worked on a variety of projects throughout her career, which has expanded her knowledge base and professional skills. She is proficient in several computer applications such as AutoCad, SketchUp, and the Adobe Suite, which allow her to not only be an integral part of the design team, but to be able to bring life and color into the design as it transforms from conceptual idea to part of reality.

## PROJECT EXPERIENCE

**Avon High School Athletic Facility Improvements, Avon , CT**
Landscape Architect for master planning, design services for the Avon High School Athletic Facility. The fully renovated facility includes a new competitive running track, track & field events, a multi-purpose synthetic turf field, walkways, fencing, and miscellaneous improvements to the site.

**Manchester High School Track and Field Improvements, Manchester, CT**
Landscape Architect for design services for the replacement of the existing running track and natural grass field with a new synthetic turf field and running track. Ms. Salch contributed to the design, detailing, development of opinion of probable construction costs, local permitting for the conversion of a natural grass field to a synthetic turf field and renovations to the track and track events.

**New Milford High School Athletic Facility, New Milford, CT**
Landscape Designer for site programing and preparation of design plans for the athletic facility at New Milford High School. BSC worked closely with the Town's field committee to design a main stadium synthetic turf field, which includes a green colored, 8-lane full-sized track that utilizes the existing bleachers, a multi-sport synthetic turf field, new sports field lighting, and new field events. BSC also designed a full-size secondary multi-sport synthetic turf field, and provided ADA accessible paths throughout the facility. For both fields, BSC worked with the field committee to find the best option for alternative infill material that would meet the needs of the Town. Ms. Salch was involved in bringing the project from conceptual into construction documents. She then was aware of

the progress of construction through processing field observation reports and meeting minutes.

**Lyman Hall High School Stadium Renovation, Wallingford, CT**
Landscape Designer for design and renovations to the Lyman Hall football stadium. BSC provided design of a new multi-sport synthetic turf system, a new and expanded running track, new track event areas, sports field lighting, team rooms, weight and training rooms, storage buildings, coaches offices, and officials offices to increase the usability of their facility for high school and community sports organizations.

**Plainville High School, Field and Track Improvements, Plainville, CT**
Landscape Designer for site programing and preparation of design plans for the renovation of the main stadium's existing track and natural grass field, as well as a secondary softball/practice soccer field. BCS worked closely with the Town to create two separate fields that would meet the needs of the Town. Ms. Salch was involved with conceptual design for the site, as well as construction documents.

**Orange Avenue Athletic Facility, Milford, CT**
Landscape Designer for site programing and preparation of design plans for the addition of two new multi-sport synthetic turf fields, and adjacent parking lot for the City of Milford. Located adjacent to the YMCA, the new facility is already in a place where people are going for recreation. BSC also was responsible for assisting the Town with a land exchange with the neighboring YMCA, in order to have the space necessary for the new facility. The agreement also included the redevelopment of the existing YMCA parking lot. Ms. Salch worked on conceptual planning for the site and for the land swap, as well as construction documents for the project. She also has been involved with the construction of the project through the preparation of field observation reports and meeting minutes.

**Bloomfield High School, Athletic Facility Renovations, Bloomfield, CT**
Landscape Designer for site programing and preparation of design plans for the renovation of the existing track and natural grass field. BSC designed a new multi-sport synthetic turf field, new field events, and resurfaced the blue-colored track. Ms. Salch was responsible for conceptual planning and construction documents.

**Loomis Chaffee School, Athletic Field Renovations, Windsor, CT**
Landscape Designer for site programing and preparation of design plans for the renovation of an existing lacrosse field into a new, multi-sport synthetic turf field. Nestled between surrounding wetland areas, this field was a challenge to design and construct, yet BSC was able to consciously protect the wetlands during the process. Ms. Salch provided assistance to the team through conceptual planning and construction documents.

**LP Wilson Field Improvements, Windsor, CT**
Landscape Designer for site programing and preparation of design plans for the renovation of LP Wilson Field. In the past, the field has been plagued by constant wet conditions and crabgrass. BSC worked with the Town to program the site with two new softball fields, three full size soccer fields that may be used for youth soccer, another undersized soccer field, and new ADA accessible pathways to each field. BSC also provided a new drainage system for the natural grass fields, and enriched the existing soils to create a better growing condition for the new sports grass. Ms. Salch was closely involved with creating several conceptual plans, and was integral in creating construction documents.

# Michael Healey, PLS

Survey Manager

## Education

**Bachelor of General Studies**
Eastern Connecticut State University Business Concentration

**AAS, Forestry & Surveying**
Paul Smith's College

## Registrations

**Licensed Land Surveyor – CT MA**

## Certifications

**10-Hour OSHA Construction Site Safety Certified Membership**

**Adult First Aid/CPR/AED**

## Affiliations

**Connecticut Association of Land Surveyors**

**Massachusetts Association of Land Surveyors and Civil Engineers**

**National Society of Professional Land Surveyors**

## BACKGROUND

Mr. Healey serves as Survey Manager for BSC Group's Connecticut office. He has over 32 years of technical experience on civil engineering and land surveying projects. His expertise lies in land surveying including: project management; large tract boundaries; complex title histories; boundary litigation and resolutions; property and easement acquisitions; property descriptions; existing conditions; utility locations; topographic surveys and construction layout. He is proficient in all phases of surveys including the use of robotic total stations and GPS Surveying equipment, as well as AutoCAD Civil3D and field to finish survey techniques. Assisting him in his professional practice is his knowledge of construction, property development, land-use; zoning and subdivision laws and environmental permitting regulations; DEP stormwater regulations, FEMA Flood certificates and eLOMA transmittals.

## PROJECT EXPERIENCE

**Avon High School Athletic Facility Improvements, Avon, CT**
Survey Manager for the Avon High School athletic facility improvements project. BSC Group provided design, engineering, bidding assistance, and construction administration service for the works, which included the conversion of the stadium's natural grass field to an all-weather synthetic turf field and renovations to the track and field events.

**Bloomfield High School, Athletic Facility Renovations, Bloomfield, CT**
Survey Manager in support of athletic facility renovations at Bloomfield High School. The project included the conversion of a natural grass field to an all-weather synthetic turf field and renovations to the track and field events.

**New Milford High School Athletic Facility, New Milford, CT**
Survey Manager, coordinated with field crews, land records and utilities research, calculation of boundaries and easements and review of existing conditions mapping and quality assurance and control. BSC provided design and construction phase services to the Town of New Milford for the renovation of the athletic facility at New Milford High School. Renovations include replacement of the competition running track, new track and field events, conversion of its natural grass field to a new all-weather multi-purpose synthetic turf field.

**Manchester High School Track and Field Improvements, Manchester, CT**
Senior Surveyor for the replacement of the existing running track and natural grass field with a new synthetic turf field and running track. The project also included the installation of a new synthetic turf practice field and additional bleachers.

**Crystal Lake School, Ellington, CT**
Land Surveyor in support of site design services for a renovation/expansion of the existing school facility and rehabilitation and reconfiguration of the 16-sacre site. The project included revised grading, new access drives, parking, and bus loading/unloading areas, new athletic fields, new play areas and a walking path. BSC was responsible for integrating new elements into the existing school facility, site/civil engineering, stormwater management, traffic/parking, design of landscape, a walking path, playground and permitting.

**Town of East Hampton High School Renovations - Colossale Concrete, General Contractor**
Project Manager for a three-year contract for providing on-call survey services for construction layout of building additions, utilities, roadway, parking, retaining walls, sidewalks, drainage and other site improvements. BSC was responsible for providing final as-builts upon project completion.

**University of Connecticut Glenbrook Road, Storrs, CT**
Land Surveyor in support of the design for comprehensive rehabilitation to the University's Glenbrook Road and transform it from a vehicle-oriented facility to a pedestrian-oriented facility. BSC provided comprehensive assessment and design services that includes survey, existing conditions, assessment/analysis, geotechnical assessment, and design services encompassing civil engineering (earthwork/grading, drainage, roadway design, traffic/parking and utilities) and landscape architecture (visioning, theme, layout, coloring, material selection, plantings, and furnishings).

**Quinebaug Valley Community College Parking Lot Improvements, Danielson, CT**
Land Surveyor in support of a parking lot improvement project at the State of Connecticut's Department of Construction Services at Quinebaug Valley Community College in Danielson, Connecticut. Design elements included in the project consisted of 3.5 acres of pavement replacement, new sidewalks, and a secondary access drive from the site to the public right-of-way.

**Front Street District Redevelopment, Hartford, CT**
Land Surveyor in support of the Front Street District redevelopment project, which is the final phase of the Adriaen's Landing project in downtown Hartford, CT. The development includes approximately 63,000 sf retail/entertainment space, a 325-space parking garage, and 70-spaces of surface parking. Working with the developer, the State Office of Policy and Management (OPM), and the program architect, BSC provided integrated civil engineering, design, landscape architecture, and survey services for this seven-acre, mixed-use development.

**On-Call Services for the City of Meriden, Meriden, CT**
Survey Manager for on-call engineering and surveying services for the City of Meriden. One assignment involved the survey for the Pratt Street Boulevard Streetscape project, involving approximately one mile of boundary right of way, existing conditions, and utilities.

# David D'Amato, PE

Structural Engineer

## Education

**MS, Civil/Structural Engineering**
Northeastern University

**BS, Civil/Structural Engineering**
University of Connecticut

## Registrations

**Professional Engineer – CT, MA, RI, VT, FL**

## Certifications

**National Council of Examiners for Engineering and Surveying (NCEES) Record Holder**

## Affiliations

**American Society of Civil Engineers**

**Connecticut Society of Civil Engineers**

**Structural Engineering Institute**

**APWA New England Chapter**

## BACKGROUND

Mr. D'Amato brings a unique combination of conventional bridge design and specialty construction engineering experience. Supplemental project experience includes onsite inspection, field support, load rating, and development of detailed drawing packages for both rehabilitation and new construction projects. In addition to functioning as lead technical engineer on projects, Mr. D'Amato also performs a management role through supervision of technical staff, development of detailed technical/cost proposal packages, client liaison, establishment of project schedules and preparation of extra work requests.

## PROJECT EXPERIENCE

**Avon High School Athletic Facility Improvements, Avon, CT**
Structural Engineer for master planning, design services for the Avon High School Athletic Facility. The fully renovated facility includes a new competitive running track, track & field events, a multi-purpose synthetic turf field, walkways, fencing, and miscellaneous improvements to the site. Mr. D'Amato developed the design of a retaining wall as part of this project.

**Gallup Hill School, Ledyard, CT**
Structural Engineer for the renovation of Gallup Hill School in Ledyard, CT. For this project, BSC provided civil and site engineering services as a subconsultant to Silver Petrucelli Associates. The works included a new 25,000 square foot addition and the renovation of the existing elementary/pre-k school building, parking, drop-off areas, walkways and play areas.

**On-Call Engineering Services, Tolland, CT**
Lead Structural Engineer for various assignments secured through an on-call engineering services contract with the Town of Tolland. Responsibilities included structure condition inspection and development of complete contract document packages, which included the generation of plans, special provisions, and construction cost estimates to facilitate repairs to two local bridges. Additional services have included peer review, general construction advice, and the development of detailed scoping packages to support future Town projects. Mr. D'Amato has also been responsible for the review and design of the Brown's Brook Culvert within the area.

**Park Facility Tennis Court Renovations, Holyoke, MA**
Structural Engineer in support of tennis court renovations at Holyoke High School, Crosier Field and Jones Point Park. BSC's team is providing final construction documents, bid support and construction phase services for works at these sites.

**Route 31 Reconstruction, Connecticut Department of Transportation, Coventry, CT**
Structural Engineer for the design of Route 31 realignment through Coventry Village to eliminate a dangerous, substandard curve. The project includes aesthetic enhancements to the roadway as a measure to encourage business development in Coventry Village. The project also includes significant streetscape and drainage improvements brought about in a context-sensitive solutions process. Another aspect of this project is the careful coordination with local businesses and residents to assure satisfaction with the proposed improvements.

**Foster Hill Road over Coys Brook, West Brookfield, MA**
Project Engineer for the replacement of the existing timber truss bridge which carries Foster Hill Road over Coys Brook. Responsibilities included structure layout, impact determination and development of construction cost estimates to support generation of the Bridge Type Selection Worksheet for submission to the Massachusetts Department of Transportation (MassDOT).

**Route 12 (Main Street) over Unnamed Brook, Oxford, MA**
Project Engineer for the replacement of the existing corrugated metal pipe culvert which carries Route 12 over Unnamed Brook. Responsibilities included shop drawing/structural calculation review and general construction advice.

**Peer Review Services, Various Locations, MA**
Project Engineer for the peer review of the structural design and Contract drawing packages, as required to support the MassDOT Accelerated Bridge Construction Program. Responsibilities included senior level design evaluation of the Contract Documents and general constructability recommendations.

**Kensington Avenue Culvert Replacement, City of Meriden, CT**
Lead Structural Engineer for the replacement of existing structurally deficient culvert carrying Kensington Avenue over Sodom Brook. Phase 1 of the project included generation of a Preliminary Design Report which focused on hydrologic and hydraulic analysis of the Sodom Brook corridor, along with discussion of replacement structure options, utility disposition, right-of-way impacts, permitting requirements, and constructability considerations. The report also included the generation of programming level construction cost estimates to assist the City in identifying potential funding mechanism for the project. Responsibilities included complete report generation, preliminary plan development, construction cost estimating and project management. Phase 2 of the project is anticipated to include public outreach, final design, and construction services.

**Pratt Street Boulevard, Meriden, CT**
Structural Engineer for the survey, final design, and contract plans for 4,500 linear-feet of Pratt Street. The project transforms the project corridor into a gateway to the ongoing redevelopment of downtown Meriden by adding a center median and other streetscape elements. This project aims to improve and enhance the identity and economic vitality of downtown Meriden by drawing people to shop, live, and work. The design team is investigating multi-modal transportation choices through a "Complete Streets" design approach that safely and comfortably provide for the needs of all users by accommodating cars, bicyclists, and pedestrians. Highlights include safety improvements for all users as wells as the reconfiguration of two intersections within the project area. Using the ConnDOT LOTCIP Guidelines 2013 manual, BSC aided the City with the LOTCIP Application.

## Project Approach

BSC has prepared this proposal based upon the Town's Request for Proposals (RFP), the project goals, and our extensive experience with the design of municipal/educational athletic and recreational facilities.

We understand that the intent of the project is to fully renovate the existing track and field facilities into a state-of-the-art complex that will meet the needs of the school's current and future athletic programs. Based on the March 2019 scoping document provided as "Addendum A" to the RFP it's our understanding that key goals of the project include:

- Re-grading of the track/field complex to establish a generally level facility, eliminating the current curbed configuration.
- Conversion of the existing natural grass field to a synthetic turf system configured for football, soccer, and lacrosse.
- Reconstruction of the running track as a 6-lane, 400-meter facility with a single straight.
- Correction of erosion/settlement issues near the home grandstands.
- Installation of new supporting amenities such as fencing, gates, walkways, retaining walls, etc.

It is understood that the project's goal is to enable the Town to immediately commence development of design documents to support permitting submissions and local approvals by July 31, 2019, to facilitate public bidding this summer, with completion of the majority of construction in 2019. Final construction would be completed in the spring of 2020 (e.g. track surfacing, ancillary work, and close-out). BSC's scope of services and project schedule demonstrate how we can accelerate permitting and design of the project to support bidding, contracting, and construction of the project within the 2019 construction season.

As a design firm, with all the required disciplines in-house, BSC is uniquely qualified to provide value-oriented, quality services, within a compressed time-frame for this project. Our surveyors, civil engineers, landscape architects, and structural engineers work side-by-side in the same office, enabling us to collaborate in a very focused and efficient manner. BSC also performs the majority of our work for Connecticut municipalities, so our staff is well-versed in the specific requirements associated with the public design, bidding, and construction environment. Having reviewed the qualifications requirements, scope, and schedule, we are confident that BSC has the experience and qualifications needed for this project and are ready to immediately begin work should we be selected as the Town's engineering design consultant.

BSC's proposed scope of services has been structured to meet the project's key goals within a compressed time-frame. The scope of services is intended to support the project goals indicated previously and the specific project elements described in the March 2019 scoping document. Because of the aggressive schedule, some design tasks will be completed in a concurrent manner. BSC's proposed scope of services for the project has been divided into the following tasks:

**Task 1** - Survey and Base Mapping

**Task 2** - Design Development

**Task 3** - Local Land Use Permitting

**Task 4** - Bidding Documents

**Task 5** - Public Bidding

**Task 6** - Construction Phase

## Task 1 – Survey and Base Mapping

### Task Goals:

- Assess existing conditions
- Locate and map utilities and drainage systems
- Develop base mapping to support design

BSC's in-house survey team will conduct an existing conditions survey of the project area to develop an "Existing Conditions Plan" that will be used as the basis for all design. The survey will generally include the following:

1. BSC will conduct research at the offices of the Town's Tax Assessor, Town Clerk and Town's Office of School Facilities to obtain pertinent information such as property and adjoining owners' parcel information, filed deeds, easements, property maps, and right-of-way (ROW) maps.
2. Once research has been completed and the record data has been compiled, BSC's survey crew will mobilize to the high school to perform a field survey. BSC will establish a horizontal and vertical control network utilizing the appropriate horizontal datum. Several control points will be set on the school property to preserve datums during future construction activities.
3. BSC will establish project control on-site based on multiple GPS observations tied into the North American Datum of 1983 (NAD 83) and the North American Vertical Datum of 1988 (NAVD 88). The intent will allow the project to be geo-referenced to the applicable referenced datums.

4. BSC will perform a field survey to determine the horizontal and vertical locations of physical improvements such as the existing track, field, walkways, bleachers, utility structures, etc. We will also obtain topographic data throughout the project area, with additional spot-grades at critical locations. A portion of the survey may be conducted with an unmanned aerial vehicle (UAV). The UAV will be used to conduct a low altitude photo-survey of the project area. This effort will provide additional data that essentially supplements the Town's existing data and additional data collected by BSC. The resulting data will be processed to be photo-rectified to provide an orthromosaic image that will be incorporated into final mapping.
5. BSC will record the locations of visible utility structures (catch basins, electrical services posts, valve boxes, etc.) during the survey effort. Invert elevations and pipe type/size data will also be collected. Mapping of utilities will be based on a combination of visible utility structures and information provided by the Town. In the absence of accurate record plans, or visible evidence on the ground surface, it is not possible to locate underground utilities without additional investigation such as utility designation using specialized detection equipment.
6. BSC will prepare an Existing Conditions Plan under the direction of a Connecticut-licensed land surveyor, pursuant to the Regulations of Connecticut State Agencies (RCSA) Sections 20-300b-1 through 20-300b-20 and the "Standards for Surveys and Maps in the State of CT" as adopted by the CT Association of Land Surveyors (CALS) on September 26, 1996. The survey will conform with "Class A-2" horizontal accuracy and to "Class T-2" vertical accuracy. BSC will provide a digital copy (.dwg file) of the survey to the Town for future use upon execution of a BSC electronic documents release.

## Task 2 – Design Development

### Task Goals:

- Define/confirm the scope of the project in specific terms (layout and materials).
- Develop a complete set of design documents for local permitting.
- Generate an opinion of probable construction costs.
- Obtain local land-use permits.

Initial scoping, schematic design, and cost estimating has already occurred for the project as described in the March 2019 scoping document.To avoid duplication, BSC will initiate the design process with the previous documents

and confirm the programming, scope of improvements, and cost estimating decisions previously-made.

This task will initiate BSC's design involvement with the project and will set the scope and strategy for tasks involved with bringing the project to bid.

1. BSC will attend a kick-off meeting to coordinate with the Town's Permanent Municipal Building Committee and other key stakeholders. This meeting will generally include a review of the project's goals, review of the existing conditions, a review of the geotechnical report, discussion of the design process, and a discussion of the project schedule. Another key goal of the kick-off meeting is to initiate the programming for the scope of field improvements. Additionally, the kick-off meeting will provide a forum to begin the process of reviewing material choices, bidding options (alternates, single/multiple contracts, etc.), meeting schedules, specific points of concern, and strategies for involving Town staff in a pre-application permit review process.
2. Following the kick-off meeting, BSC will prepare a schedule for submittal to the Town that identifies each project task and its associated time-frames/key dates. This schedule will be updated as required throughout the design process.
3. BSC will visit the Site to observe existing conditions, verify design constraints, and gather general site data to support design efforts.
4. BSC will closely coordinate with the Town in an ongoing manner throughout the design development process via telephone and e-mail to exchange general information, evolving design layouts, and other pertinent information.
5. Synthetic Turf System - The desired synthetic turf system was included in the March 2019 scoping document. Therefore, BSC will work with the Town to confirm the specific components of the system early in the design development process. This will include:
   - Performance Goals (FIFA 1-Star vs. Synthetic Turf Council's One Turf Concept for performance, ball roll, ball bounce, vertical deformation, traction, etc.).
   - Fiber types (monofilament, slit-film, or a blend; dimensional stability, UV stability, denier, weight, height, etc.).
   - Backing systems (primary, secondary, and final, tuft bind, seam strength, and permeability).
   - Drainage considerations.
   - Infill Materials (coated sand, plant-based (organic) systems, or a combination, organic systems vs. inorganic systems, etc.).

- Base configuration.
- Appearance.
- Maintenance requirements and maintenance costs.
- Warranties.

Confirming the system will ensure that the products specified in the bidding documents specifically meet the Town's requirements. If requested by the Town, we will compile synthetic turf material samples, example diagrams/photos, manufacturer's data, and cut sheets. Additionally, if requested, we will aid the Town in reviewing these materials/products, provide technical insight into their attributes, and discuss the benefits/drawbacks of each turf system within the context of the project.

**6.** Running Track System - Similar to the turf system, the desired running track system was included in the March 2019 scoping document. Therefore, BSC will work with the Town to confirm the specific components of the running track system early in the design development process.This will include:

- Track sizing, layout, and lane count.
- Classification and event programming.
- Track event locations.
- Subbase/bituminous base cross-section.
- Surfacing System.
- Colors and logos.
- Drainage considerations.
- Maintenance requirements and maintenance costs.
- Warranties.

Confirming the system will ensure that the products specified in the bidding documents specifically meet the Town's requirements. If requested by the Town, BSC will compile track surfacing material samples, example diagrams/photos, manufacturer's data, and cut sheets and aid the Town in reviewing these materials/products, provide technical insight into their attributes, and discuss the benefits/drawbacks of each track system within the context of the project.

**7.** BSC will evaluate the existing conditions, anticipated stormwater loading with respect to the proposed improvements, and anticipated stormwater management control measures (temporary and permanent). BSC will prepare a Stormwater Management Report to document the evaluations,

stormwater management requirements, and engineering design of the stormwater collection, conveyance, and management systems for the project. The report will be prepared in accordance with Town standards, and will discuss existing conditions, hydrology, definition of needs, the design of proposed stormwater management facilities, and operations and maintenance of proposed stormwater management facilities.

**8.** BSC will prepare design development drawings that will consider the overall facility layout, field layout, track and events layout, grading, drainage, and the locations of other site improvements. The design development will depict all project elements in a dimensionally-accurate manner using the Existing Conditions Plan as a base. Additional field, track, and site details and sections will be included in the design as appropriate. Design development drawings will generally encompass the following:

- Soil Erosion and Sediment Control Plan (per Town standards)
- Site Demolition Plan
- Layout Plan
- Materials Plan
- Grading and Drainage Plan
- Structural Plan (walls)
- Sports Field, Track, and Field Event Layout and Markings Plans
- Utility Plan
- Site Details (civil, athletic systems, electrical, etc.)

**9.** Cost Estimate - BSC will prepare an opinion of probable construction cost based on the design development. The opinion of probable construction cost will reflect the material types and quantities included in the design and will be prepared using the Unit Quantity Method. In this method, the project will be divided into the various individual elements ("Items") that collectively "build" the project. Each Item will then be associated with a quantity (e.g. square-foot, cubic yard, etc.) from the design and a unit cost (dollars per unit) derived from BSC's in-house cost estimating database, recent projects, contractor inquiries, and other industry sources. Items, quantities, and unit costs will then be tabulated in a line-item format by material type and grouped by applicable Construction Specifications Institute (CSI) numbered divisions. Once the opinion of probable construction cost is calculated, it will be checked against similar projects for general consistency (validation) and cross-checked using industry guidelines for similar construction work.

10. Following BSC's submittal of the Design Development package and opinion of probable construction cost, BSC will meet with the Town to present and review the materials. We will document review comments and feedback for inclusion in the permit drawings discussed under Task 3.

## Task 3 - Local Land Use Permitting

Task Goals:

- Finalize Design Development drawings for use in local permitting.
- Obtain local land-use permits.

1. BSC is familiar with the Town's current zoning regulations and permitting requirements through our work on the Gallup Hill School and Ledyard Middle School projects. Early in the design process, we will confirm the applicable Site Plan and Special Permit requirements and anticipated permitting schedules relative to the track and field project. This will include a meeting with the Planning and Development Department to review the design scope, confirm the specific permits required, discuss specific contents of the land-use application package, and confirm permitting time-frames. We will maintain contact with Town staff via phone and e-mail as the design process evolves to coordinate permitting.
2. BSC will verify that the Design Development plans contain the necessary information to satisfy Section 6.6 "Site Plan Requirements" of the Town's Zoning Regulations.
3. BSC will prepare the necessary "Town of Ledyard Zoning Permit" form and compile the required supporting materials ("Permit Drawings" plan sets, engineering reports, etc.). It is assumed that the Town will waive all permit application fees.
4. BSC will respond to staff comments and will provide one round of consolidated revisions to the application materials.
5. BSC will attend one (1) Planning & Zoning Commission meeting to present the project and responding to technical questions. There are no inland wetland areas identified adjacent to the project area, therefore permitting through the Inland Wetlands & Watercourses Commission is not anticipated or included in our scope of services.
6. Following approvals from the Planning & Zoning Commission, BSC will submit the required record plans to the Town.
7. If required, BSC will update the opinion of probable construction cost based on the Permit Drawings to account for any design changes incorporated during the permitting process.

## Task 4 – Bidding Documents

Task Goals:

- Compile project plans and technical specifications suitable for public bidding based on the locally-approved permit drawings.
- Compile complete bidding documents for solicitation of bids.
- Prepare and post an Invitation to Bid for the project.

1. BSC will update/revise the approved permit drawings to incorporate any conditions of permit approval, minor design revisions, and additional design detail for bidding and construction. The resulting bid documents drawings will generally include the following:
   - Cover Sheet
   - Soil Erosion and Sediment Control Plan
   - Site Demolition Plan
   - Layout Plan
   - Materials Plan
   - Grading and Drainage Plan
   - Structural Plan (walls)
   - Sports Field, Track, and Field Event Layout and Markings Plans
   - Utility Plan
   - Site Details (civil, landscape, electrical, etc.)
2. BSC will prepare technical specifications using CSI MasterFormat® 2016 format to coincide with the design elements shown on the bid documents drawings. BSC maintains an in-house library of master specifications that are continually updated as references and design standards evolve. The master specifications are then customized for the specific needs of each project.
3. BSC will update the opinion of probable construction cost based on the bidding documents drawings and technical specifications.
4. BSC will work closely with the Town's Director of Finance to compile a complete set of bidding documents for use in soliciting bids and contracting the work. The bid documents prepared by BSC will include the following:
   - Drawings: "Issued for Bid" drawings.
   - Project Manual

- Invitation to Bid
- Bidding Materials (Instructions to Bidders, Bid Form, Affidavits, Contactor Qualifications, etc.)
- Contract Conditions (Agreement, General Conditions, Prevailing Wages, Bonds, etc.)
- Technical Specifications (Division 1 through Division 33)

5. BSC will provide the Town with the final bidding documents for your use in soliciting bids. BSC will submit the following bid documents for your use:
   - One (1) bound set of drawings and project manual (for record).
   - One (1) USB drive of the drawings and project manual.

If desired, BSC will coordinate with a printer of the Town's choice to host the bidding documents in an on-line plan room (e.g. Joseph Merritt, Advanced Reprographics, Minuteman Press, etc.). This is an efficient way to make the bidding documents available to bidders, track plan holders, and reduce the administrative burden on Town staff.

## Task 5 – Public Bidding

### Task Goals:

- Obtain bids from qualified contractors
- Evaluate bids and bidders
- Select the lowest qualified bidder for the project

To support and facilitate the bidding process, BSC will provide the following services:

1. BSC will coordinate and host a pre-bid meeting at the high school so potential bidders can view the project area. It is anticipated that the pre-bid meeting will be scheduled within 7 days of the Invitation to Bid.
2. BSC will prepare bid addenda and responses to bid questions as may be required during bidding for the purposes of clarification or interpretations of the bidding documents.
3. Once bids are received, BSC will assist the Town in evaluating bids and make a recommendation regarding award. This will include evaluation of the bid, verification of bid items, evaluation of bidder qualifications, and reference checks. We will prepare and submit a Bid Recommendation Letter to the Town documenting our review of the bids and recommendation for award to the lowest qualified bidder.

4. BSC will attend meetings with the Town if required to formally approve the lowest qualified bidder.
5. BSC will coordinate and host a scope review with the Town and apparent low bidder to 1) verify that their bid includes all required elements of the project, 2) confirm their understanding of the scope of the work, and 3) confirm the post-bid requirements for executing an agreement (bonds, insurance, etc.).
6. Following the bidding period BSC will prepare a set of Construction Documents/Contract Documents incorporating the Bid Documents, Addenda, supplemental drawings, clarifications, executed contract, and other additional information developed during the bidding period. These materials will be marked "Issued for Construction".

## Task 6 - Construction Phase

### Task Goals:

- Provide support during contractor mobilization.
- Provide technical support/design services during construction.
- Assist the Town in observing/monitoring construction work in progress.
- Provide project close-out services to confirm that all requirements of the contract document have been met.

BSC will provide the following services in support of the construction phase of the project:

1. Construction Administration:
   - Run a pre-construction conference with the Town, contractor, and subcontractor(s).
   - Review and process submittals/shop drawings required by the drawings and specifications.
   - Evaluate contractor change order proposals and make recommendations regarding scope/content/cost.
   - Review contractor Applications for Payment and make recommendations regarding content/amount and approval/disapproval.
   - Provide ongoing telephone and e-mail communications with the contractor.
   - Prepare narrative responses, supplemental specifications, sketches, and design clarifications in response to Requests for Information (RFIs) submitted by the contractor.

- Conduct periodic site visits at a nominal rate of one (1) per week to observe construction in progress and confirm that work is proceeding in general conformance with the Contract Documents. Additional visits will be conducted based on the work in-progress. Our fee assumes that the construction will occur concurrent with the project schedule included herein, with construction starting in October 2019, winter shut-down from December 2019 through March 2020, Spring construction in April, and project close-out by May 29, 2020.
- Prepare site visit reports for each site visit and submit to the Town.

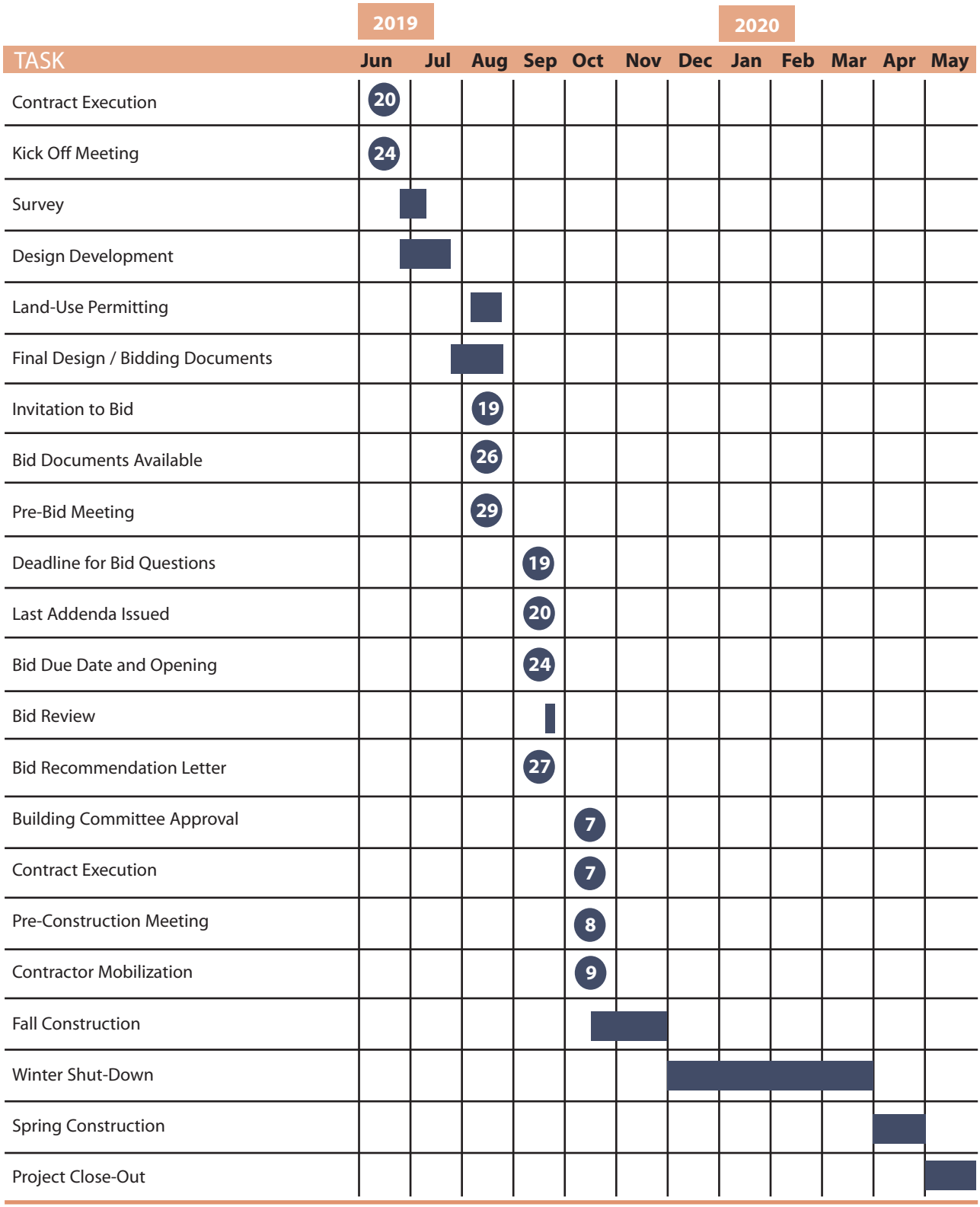
**2.** Project Close-Out:

- Conduct an initial close-out inspection and prepare a punch list.
- Prepare a Certificate of Substantial Completion.
- Conduct a final close-out inspection to verify punch list work.
- Issue a Certificate of Final Completion or similar letter.
- Record drawing services - Review as-built drawings and certifications as applicable to the work. Requirements for the contractor's as-built drawings will be coordinated with the Town and included in the Contract Documents.
- Assist the Town with final warranty documents submitted by the contractor.
- Coordinate maintenance training for Town staff (by contractor).

## Project Schedule

BSC proposes the schedule, on the following page, for execution of the project. As previously stated, it is understood that the project's goal is to enable the Town to immediately commence development of Design Documents to support permitting submissions and local approvals by July 31, 2019 to facilitate public bidding this summer, with completion of the majority of construction in 2019. Final construction would be completed in the Spring of 2020 (e.g. track surfacing, ancillary work, and close-out).

BSC's scope of services has been specifically structured to accelerate design and permitting of the project to support bidding, contracting, and construction of the project within the 2019 construction season. We can achieve this time-frame because of our in-house capabilities, depth of staff resources, focused design process, and concurrent execution of select tasks.


2019
2020
TASK
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Contract Execution
20
Kick Off Meeting
24
Survey
Design Development
Land-Use Permitting
Final Design / Bidding Documents
Invitation to Bid
19
Bid Documents Available
26
Pre-Bid Meeting
29
Deadline for Bid Questions
19
Last Addenda Issued
20
Bid Due Date and Opening
24
Bid Review
Bid Recommendation Letter
27
Building Committee Approval
7
Contract Execution
7
Pre-Construction Meeting
8
Contractor Mobilization
9
Fall Construction
Winter Shut-Down
Spring Construction
Project Close-Out

## Membership in Industry Organizations

- Synthetic Turf Council (Certified)
- American Sports Builders Association
- Connecticut Recreation and Parks Association
- ASTM International
- Construction Specifications Institute
- American Society of Landscape Architects
- American Society of Civil Engineers
- Connecticut Society of Civil Engineers
- Connecticut Building Congress
- Construction Institute
- Professional Women in Construction
- Real Estate Exchange

**BSC's participation in industry associations demonstrates our dedication to the field.**

## Qualifications for the Ledyard High School Athletic Field/Track Design Project

To convey our experience and capabilities relative to this exciting opportunity, we have presented our qualifications in areas we believe are necessary to successfully execute the project:

- Experience in planning and design of athletic facilities
- Expertise in all-weather track forensics and design
- Ability to provide facility amenity design
- Successfully meeting NHFS and CIAC guidelines
- Accurate cost estimating and limited change orders
- Construction document preparation
- Construction phase services and technical oversight
- Ample resources allow us to begin work immediately and continue through to project completion
- Past experience demonstrates our expertise

## Expertise in Planning and Design of Recreational and Athletic Facilities

Recreation and athletic facilities must be designed to respond to the needs and interests of all users, offering amenities for ease of access, resources for active and passive recreation, and facilities for organized sports. BSC has in-depth expertise and extensive project experience in assessment, programming, planning, and design of recreational/athletic facilities that meet the needs of a wide variety of user groups. This expertise and project experience gives us the ability to provide the Ledyard Public School with practical information and recommendations for cost-effective solutions that emphasize the user experience, quality, and long-term use.

BSC's team is comprised of professionals who are well-versed in the programming, planning, and design of athletic facilities that serve a range of sports programs/user groups, such as track and field, football, softball, baseball, soccer, lacrosse, field hockey, tennis, and basketball. Our team's project experience also includes accessory uses such as retaining walls, bleachers, press boxes, team rooms, sports field lighting, storage buildings, walking trails, and open spaces for passive recreation.

BSC approaches each project with specific design insight, because we listen to the needs of the end-user early in the site investigation and planning process. We develop a thorough understanding of the desired athletic facilities by working closely with athletic directors, coaches, sport organizations, and community user groups. We use the site investigation and planning phases of a project to analyze existing facility uses, deficiencies, and environment of the

## BSC Group Project Team Advantages

- Extensive experience designing athletic facilities for schools and universities
- 50 years of experience serving municipalities
- Philosophy for the planning and design process involves continual coordination with clients
- Track record of successful to the Town of Ledyard on the recent Middle School and Gallup Hill School renovation projects

**BSC was retained by the Town of Simsbury for design and construction phase services for improvements to Simsbury High School's track and field stadium complex. To rehabilitate the running track, BSC designed a renovation program to install a new surfacing system. The BSC team provided construction phase services for the project, including oversight of synthetic turf performance testing to ensure the system performs to the required standards.**

communities in which we are working. This allows us to thoroughly program a facility and then develop plans and designs that reflect the specific elements and physical facilities desired by the client. Although unique to each project, these typically include optimizing available space, ease of operation and maintenance, life-cycle durability, and vehicular/pedestrian circulation, and ADA accessibility.

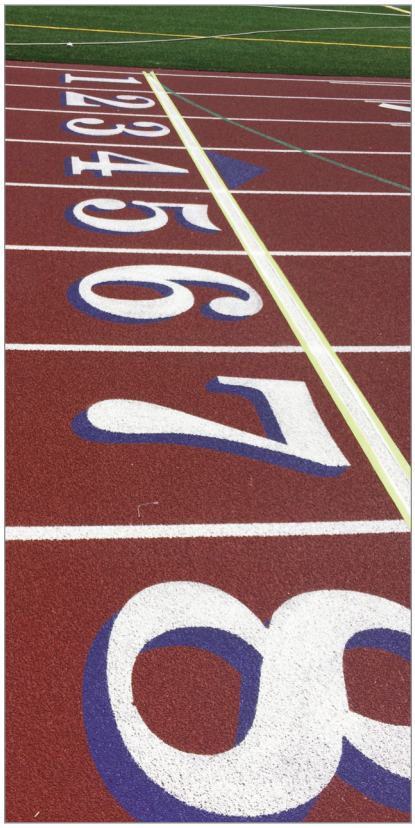
## Expertise in All-Weather Track Forensics and Design

The project team's experience in all-weather tracks goes beyond just design services to include expertise in track forensics. This knowledge serves as a foundation for our design, and will allow us to provide the Ledyard Public Schools with an accurate assessment of the condition of existing track surface and base material. Having this detailed information upfront significantly decreases the number of costly oversights and surprises throughout the design process. The team is prepared to thoroughly discuss the assessment, and based on the determination, make recommendations as to the most effective direction to move forward with in the design of the new track. This includes options for replacing the base system if needed (in-place reclamation, full-depth replacement) overlays (bituminous "mat," post-tensioned concrete) or stripping/resurfacing.

Comprehensive aspects of the design of a new track will be discussed with the Board including items such as field event layouts and locations and having straights on both sides of the track to allow for sprinting and hurdling practice to take place simultaneously. Our team is prepared to discuss the types of primers, binders, and coatings on the market with key stake holders. The discussion would likely include reviewing all types of track surfacing from Polyresin (latex), Urethane (structural spray), and prefabricated rubber surfaces. We have worked with all the manufacturers for each such as Mondo, Plexitrac, Benyon, and Spurtan to name a few. BSC will guide the Board of Education in evaluating each of these options, their pros and cons, and associated costs.

Choosing an all-weather track surface can be a complex procedure. Similar to the design of all-weather turf fields, BSC team is not tied to any particular manufacturer/supplier for all-weather track materials and will provide unbiased insight into the choices available. Our firsthand experience with latex, polyurethane, and manufactured prefabricated rubber track surfaces including structural spray, sandwich, and full pour systems has allowed us to observe real word maintenance requirements and lifespan expectations for each. We will discuss each of these considerations in-depth and aid the Ledyard Public Schools in selecting the system that is best suited for your needs and project budget.

**BSC provided design and permitting approvals for the renovations to a track and athletic field in Southington, CT.**



**BSC group worked with the Town of Rocky Hill to evaluate the existing track surface develop recommendations for a mill and overlay replacement method, saving the Town hundreds of thousands of dollars over other replacement methods.**

Where possible, BSC incorporates innovative materials and design techniques that will extend the lifespan of facilities. One such example includes post-tensioned concrete systems. Using techniques rooted in the transportation field, post-tensioned systems incorporate a monolithic concrete slab with integral steel stressing tendons. These systems significantly reduce shrinkage cracking in facilities where relief joints would be undesirable, such as tennis courts and tracks. BSC recently designed post-tensioned concrete tennis facilities for the Town of Old Saybrook and the City of Holyoke.

## Ability to Provide Facility Amenity Design

Complementing our experience in athletic field design, is our in-house capability to design for site amenities such as concession stands, storage facilities, locker rooms, and public restrooms. BSC routinely reviews optimal locations, provides existing condition reviews, and works directly with key stakeholders and our team firms to design such amenities into the project site. Closely reviewing the site constraints, site opportunities, traffic flows, and optimal layouts assures that the overall complex is cost effective, while not jeopardizing safety and quality in its design.

## Experience Meeting NFHS and CIAC Guidelines

The BSC team designs all athletic facilities to meet the strict requirements set forth by the governing body of the league of play for which this project falls within. Athletics within the State of Connecticut follow guidelines from the National Federation of State High School Associations (NFHS) and the Connecticut Interscholastic Athletic Conference (CIAC). The BSC team not only designs to these guidelines, but works with the organization to help create and update the guidelines. Members of the project team have completed facilities that meet these regulations for municipalities such as Southington, Tolland, Windsor and Bloomfield, CT.

## Accurate Cost Estimating and Limited Change Orders

BSC's project team is led by Jesse Harris, PLA, who will oversee the cost estimating for the project and will lead BSC's team providing construction phase services. The development of accurate cost estimates is a critical service that BSC provides to our clients. Accurate estimates are critical to ensuring that the project's design is in-line with available funding. BSC tailors the construction cost estimating process to meet the needs of each project, and estimates range from order-of-magnitude costs for early stage planning studies to detailed line-item costs. BSC prepares our cost estimates based on the material types and quantities included at each stage of the design. BSC uses the Unit Quantity Method for developing cost estimates, whereas the project is divided into the various individual operations or items that collectively "build" the finished product. Because a large percentage of our projects go through a public bidding process, we use real construction cost data from

**An important consideration to any track renovation project is how the interior edge of the track relates to the field, and if synthetic turf is a future consideration.**

**BSC was retained by the Town of Fairfield for design and construction phase services for improvements at Fairfield Ludlowe High School, including the replacement of an aged synthetic turf field and resurfacing of a running track.**

comparative Connecticut projects as a benchmark when estimating costs. For example, on athletic complex design and construction projects, we typically use current bid data from comparative municipal athletic complex projects as a guide. Each estimate is tailored to specific site circumstances, and typically, the cost range is based on a minimum and maximum estimated quantity for the various line items of work, along with an appropriate contingency based on the stage of the design process.

## Construction Document Preparation

A good design is brought to fruition through quality construction documents. Well-executed construction documents organized in a logical and well-labeled manner protect everyone on a project, from the owner, to the designer, and the contractor who will build the final product. To BSC, quality construction documents represent plans and specifications that leave little room for subjective interpretation by a contractor. Our thorough documentation facilitates clear communication between the design team and the contractor in the field. Additionally, by conveying the design in a detailed manner, we reduce the probability of change orders and schedule delays. Quality construction documents also aid in the development of more accurate cost estimates, and are better-suited to withstand potential challenges within the public bidding environment.

## Construction Phase Services and Technical Oversight

BSC staff are well-versed in providing construction phase services, which typically include pre-construction submittals and shop drawings, site observations, construction monitoring, and project documentation. Owners typically request that we provide technical oversight and administration during the construction phase of the projects we design to facilitate successful completion of the work. BSC's staff understand the dynamics involved in the evolution of a project during construction. We recognize that timely and thorough responses to submittals, shop drawings and contractor questions are what keep projects moving forward. Because of the extensive knowledge and experience of our key design staff, we are able to offer timely responses to contractor questions, including frequently providing "in-the-field" recommendations to expedite the process.

BSC continues to work in close coordination with the owner and contractor throughout the construction phase to ensure effective communications are maintained and the project is completed as-designed. We typically serve as a liaison with the owner and contractor, assist with interpretation of the construction documents; monitor the work-in-progress; review applications for payment, submittals and shop drawings; interact with regulatory agencies; provide clarification of technical specifications; and assist with project close-out materials such as final inspections, preparation of punch lists, review of as-built drawings, and verification of close-out submittals.

**For the O'Brien Stadium in Windsor, CT, BSC designed and coordinated the re-surfacing of the existing 6-lane track and associated event amenities. In addition to site assessment, planning, permitting, and survey services, BSC also provided construction phase services for the work.**

## Ample Resources Allow us to Begin Work Immediately and Continue through to Project Completion

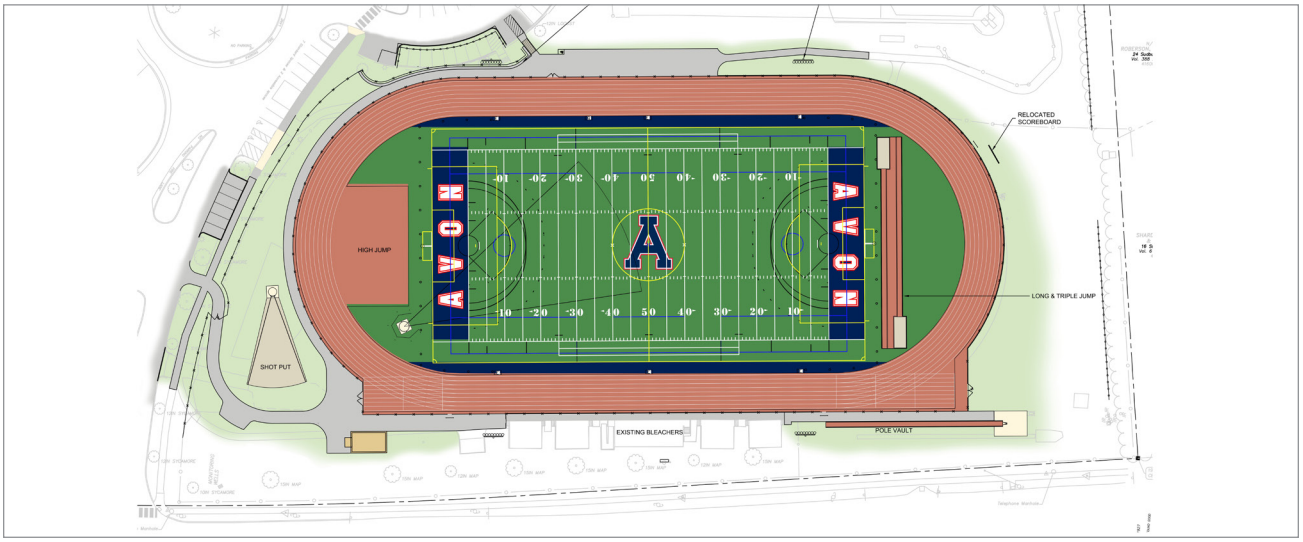
Recognizing that the Town of Ledyard has established an aggressive schedule for the design and construction of this project, BSC Group has proposed a project team that is immediately available to initiate work on the design and permitting effort for your project. We have carefully reviewed the commitments of our proposed project team and can assure that we will meet the July 31 deadline for project completion.

## Past Experience Demonstrates Our Expertise

Concluding this section of our proposal are examples of similar projects where we have applied our expertise in track and field design and permitting.

# Avon High School Athletic Complex

Avon, CT




## Client

**Town of Avon**

## Services

- Master Planning
- Survey
- Programming/Material Selection
- Synthetic Turf Field Design
- Running Track Design
- Public Bidding
- Construction Phase Services

**Project Overview.** BSC Group provided design, engineering, bidding assistance, and construction administration services for Avon High School Athletic Facility. The project involved the conversion of the stadium's natural grass field to a synthetic turf field along with a new running track, field events, and associated facility upgrades. The new layout accommodates a new multi-sport synthetic turf field for use by football, soccer, lacrosse and field hockey within a 8-lane competitive running track. Improvements also included new track events, pedestrian accessibility, storage and sports field and pedestrian lighting.

The BSC team provided master planning services for the field layouts, obtained local permitting approvals, developed opinion of probable construction costs.

Following selection and award of a contractor, BSC will provide construction phase services, including submittal reviews, attendance at owner meetings, site visits and reports, and project close-out assistance. Upon completion the field will be tested following the Synthetic Turf Councils guidelines for field performance.

BSC GROUP

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# Bloomfield High School

Bloomfield, CT

## Client

**Bloomfield Board of Education**

## Services

- Master Planning
- Facility Condition Assessment
- Survey
- Programming/Material Selection
- Synthetic Turf Design
- Cost Estimating
- Public Bidding
- Construction Phase Services

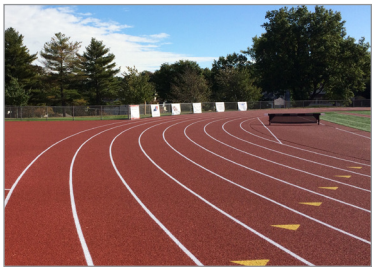
**Project Overview.** BSC Group provided design, engineering, bidding assistance, and construction administration services for the Bloomfield High School Athletic Facility in Bloomfield, Connecticut for the conversion of their stadium natural grass field to an all-weather synthetic turf field and renovations to the track and track events. The layout accommodates a new multi-sport all-weather turf field for use by football, soccer, lacrosse, and field hockey within a renovated competitive running track. Improvements also included new track events. Significant improvements were designed and implemented into the field drainage system to alleviate the field previous history of saturation after rain events. The field was designed, and tested to ensure, to accommodate rain events in excess of 16 inches per hour.

The BSC team provided master planning services for the field layouts, obtained local permitting approvals, developed opinion of probable construction costs, and aided the Board of Education in the bidding process. Upon selection and award of a contractor BSC assisted the Board of Education through the construction phase of the project, including submittal reviews, attendance at owner meetings, site visits and reports, and project close-out assistance. Upon completion the field was tested following the Synthetic Turf Councils guidelines for field performance.

BSC GROUP

# Manchester High School
# Track and Field Improvements

Manchester, CT

## Client

**Town of Manchester**

## Services

- Site Assessment
- Landscape Architecture
- Permitting
- Construction Phase Services
- Track and Field Renovation

**Project Overview.** BSC was retained by the Town of Manchester to provide consulting and design services for the replacement of the existing running track and natural grass field with a new synthetic turf field and running track at Manchester High School. The project also included the installation of a new synthetic turf practice field and additional bleachers.

The current stadium multi-sports field suffered from overuse, due to its continued use, a typical problem with natural grass fields. The BSC team worked closely with the Town, Board of Education and key stakeholders to develop a plan based on feedback given and the most effective design for the site conditions. The developed plans allowed the school's athletics and the community to use the stadium field to its maximum capability. The funding for construction was a fixed sum and therefore the timeline for project completion was extremely important.

BSC GROUP

# Orange Avenue Recreation Complex

Milford, CT

## Client

**City of Milford**

## Services

- Site Assessment
- Master Planning Feasibility Study
- Field Design/Synthetic Turf Field Design
- Landscape Architecture
- Civil Engineering
- Local Permitting
- Survey and Subdivision
- Design and Construction Documents
- Construction Cost Estimating
- Construction Phase Services

**Project Overview.** BSC Group was engaged by the City of Milford, CT to master plan, design and oversee construction of a new two field recreation complex at a new site on Orange avenue in Milford. The project site consists of a former apple orchard adjacent to the very popular Milford YMCA complex. Preliminary work included survey of the site, environmental remediation of contaminated soils, and survey for a land-swap to obtain additional lands from the adjacent YMCA. Master planning included multiple configurations of the new facility, however the final design included two synthetic turf fields, a 200-car parking lot, athletic and pedestrian lighting, a concession/restroom/storage building as well as fencing, storage building, scoreboards and 'in-kind' construction services to expand the YMCA parking by an additional 200 spaces. Due to soil contamination from the former Orchard, soil materials could not leave the site, and were instead formed into berms around the field perimeters for spectator seating. These berms saved the City significant disposal costs as well as created a spectator opportunity that cannot be found elsewhere in the state.

In support of the new building on site, that serves as a multi-purpose facility consisting of concession, restrooms, and storage, BSC supported the project architect in preparing the final design, bidding assistance and construction administration services for its installation. The building was constructed of a precast concrete structure, wood roof trusses and provided for a covered outdoor area.

BSC GROUP

# New Milford High School Athletic Fields

New Milford, CT

## Client

**Town of New Milford**

## Services

- Master Planning
- Landscape Architecture
- Civil/Site Engineering
- Permitting
- Cost Estimating
- Bid Documents
- Synthetic Turf System Design
- Running Track Design
- Athletic Field Lighting Design
- Construction Administration

**Project Overview.** New Milford's previous fields were overused, over compacted and out of date. Town programs could not use the field in wet weather or within days of any significant rainfall. In 2015, the town undertook an major initiative to update the schools fields by rebuilding the running track and adding two synthetic turf fields in order to increase the utilization of the fields. BSC Group began working with the town to design and implement the proposed work on the site. The work included maximizing the interior width of the track to allow true multipurpose use, while preserving access to the existing bleachers on either side of the track. Work also included a new second synthetic turf field north of the track to allow even more use, especially during inclement weather. Adding two synthetic fields allowed the school to minimize bussing to off-site venues to the greatest degree possible. Some notable features of this project included the 2nd installation of LED athletic lighting in the state of Connecticut. The installation of the LED lighting system allowed lighting control in order to accommodate an existing NASA assisted observatory located immediately adjacent to the track. The use of a temperature reducing encapsulated turf and infill system on both fields reduces surface temperature on the field by as much as 20 degrees on hot days. A 'full pour' tuned urethane running track surfacing system was installed.

BSC GROUP

# Lyman Hall High School

Wallingford, CT


## Client

**Town of Wallingford**

## Services

- Master Planning
- Facility Condition Assessment
- Survey
- Programming/Material Selection
- Synthetic Turf Design
- Cost Estimating
- Phased Construction Documents
- Public Bidding
- Construction Phase Services

**Project Overview.** BSC was retained by the Town of Wallingford and the Wallingford Board of Education to design and oversee upgrades/renovations of the main athletic stadium facilities at Lyman Hall High School. This included the assessment of the existing sports lighting system, running track, track events, natural grass field, concession and restroom facilities, and accessibility around the facility. Based on the site assessment BSC developed a Master Plan for the facility and worked with the Board of Education to develop a phased approach to construction based on the current available funding. BSC worked closely with the Town, the Board of Education, and the high school's Athletic Director to define the needs of the athletic programs and developed a Master Plan that meets those specific needs.

Phase 1 of the project included conversion of the natural grass field to synthetic turf, reconstruction of the running track, installation of sports field lighting, and emergency lighting to meet accessibility requirements for night events. Future phases of the design included a new support building to house storage, restrooms, concessions, a weight room, locker rooms, and trainers' offices.

During the design phase of the project BSC conducted a detailed facility survey and an analysis of the existing facility to support programming of the new facilities. BSC used this information to provide design and cost estimating services. Prior to proceeding with construction, BSC secured all local permits, prepared bidding documents for Phase 1, and provided assistance to the Board of Education during the bidding process. During construction BSC provide construction phase services which included submittal reviews, field observations and reports, construction meetings, monthly updates to the Board of Education, and close-out services such as final inspections, punch list preparation, and oversight of the field performance testing.

BSC GROUP

# Crosby High School

Waterbury, CT


## Client

**City of Waterbury**

## Services

- Civil Engineering
- Permitting
- Construction Phase Services
- Facility Assessment
- Landscape Architecture

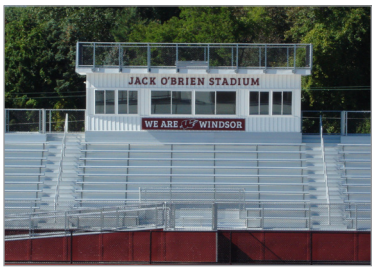
**Project Overview.** BSC completed a facility assessment, conceptual design and summary report for the City of Waterbury's Crosby High School. A plan was developed to correct the noted deficiencies of the school's associated facilities and an assessment of the physical characteristics was executed. BSC performed a conditions study to observe and document the visible conditions, such as site topography, pedestrian access, vehicular circulation and parking, ADA compliance, conditions of court and field surfaces, facilities and appurtenances, emergency maintenance vehicle access, environmental constraints, and surficial soil evaluations. BSC attended joint meetings with the City, school representatives to review existing conditions, and determine improvement goals for the athletic facilities.

BSC designed a conceptual plan to depict alterations to the athletic facilities in graphical form. Once a single conceptual site plan for the complex was chosen BSC also prepared an opinion of probable construction cost, based on the material types and quantities included in the final conceptual design.

BSC GROUP

# Jack O'Brien Stadium

Windsor, CT




## Client

**Town of Windsor**

## Services

- Site Assessment
- Site Planning and Programming
- Synthetic Turf Design
- Running Track Design
- Local Permitting
- Survey Services
- Design and Construction Documents
- Construction Phase Services

**Project Overview.** BSC was retained by the Town of Windsor to design and oversee the renovation of Jack O'Brien Stadium, a facility used by both the Town's high school and public athletic organizations. The original field was intensively used and, as is typical of natural grass facilities, presented a significant challenge for maintenance staff to provide a suitable playing surface throughout the year. Limited space was available for the expansion of the additional athletic fields, which was needed to allow flexibility and the ability to allow grass fields to be properly rested. As a result, the Town retained BSC to undertake conversion of the natural turf field to a synthetic turf field as part of a completed renovation to the stadium. BSC also designed and coordinated the re-surfacing of the existing 6-lane track and associated event amenities (long jump, shot put, etc.), a natural grass practice field, replacement of the home and away bleachers, a new press box and sound system, a new scoreboard, and a storage facility. Additionally, BSC incorporated new site amenities such as walkways, fencing, trash receptacles, and signage into the design.

BSC completed the design, permitting, and bidding phase of the project during the spring of 2014. The existing stadium was demolished and the new facility was constructed in time to open for the 2014 fall sports season. The completed all-weather field met the Synthetic Turf Council's guidelines for field performance, only the third field in the State of Connecticut to do so.

BSC GROUP

# Loomis Chaffee School Athletic Facility

Windsor, CT

## Client

**The Loomis Chaffee School**

## Services

- Athletic Facility Master Planning
- Tennis Court Assessment
- Synthetic Turf Design
- Running Track Assessment
- Programming/Material Selection
- Landscape Architecture
- Civil Engineering
- Permitting
- Design and Construction Documents
- Construction Phase Services

**Project Overview.** BSC was retained by The Loomis Chaffee School to design and oversee the renovation of their field hockey/lacrosse field. The original field was intensively used and, as is typical of natural grass facilities, presented significant challenges for maintenance staff to maintain a suitable playing surface throughout the year. BSC completed the design, permitting, and bidding phase of the project during the spring of 2015, and the new field was ready for completion play in time for the start of the 2015/2016 school year. The completed synthetic turf field met the Synthetic Turf Council's guidelines for field performance, one of few in the State of Connecticut to do so.

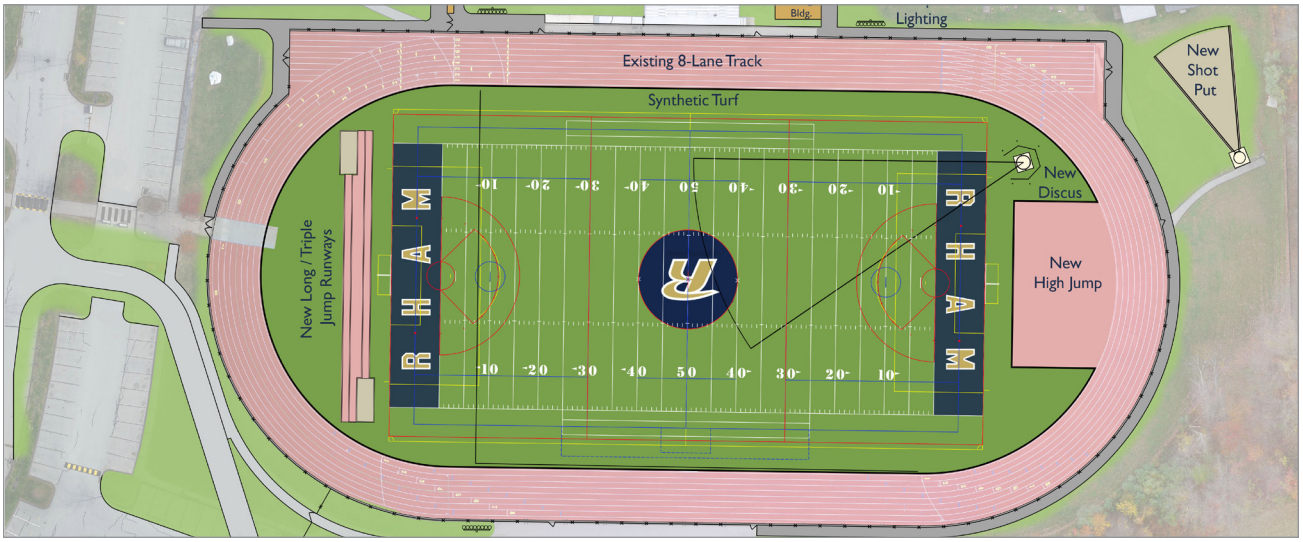
In addition to the all-weather field hockey/lacrosse field, BSC provided other athletic facility services to the school, including the following:

- Master Planning for upgrades to the school's main stadium complex (all weather turf and track)
- Design of an all-weather turf renovation at the school's main stadium field
- Assessment of running track facilities for programming renovations
- Design of a new bleacher and press box at school's main stadium complex
- Assessment of existing tennis facilities and conceptual design of new facilities

BSC GROUP

# RHAM High School Athletic Field

Hebron, CT




## Client

**Regional School District No. 8**

## Services

- Site Assessment
- Programming/Material Selection
- Site Feasibility
- Landscape Architecture

**Project Overview.** BSC provided athletic facility planning and pre-design services to Regional School District 8 for renovation of its' high school stadium athletic field and running track.

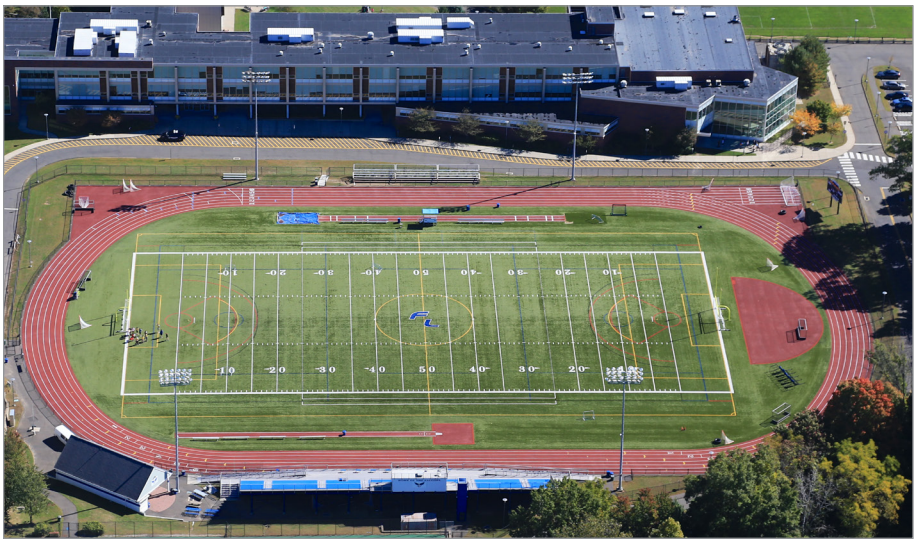
BSC was retained to provide a comprehensive assessment of the existing facilities and prepare schematic layouts, specifications, and a project cost estimate as a precursor to funding full design and construction.

BSC began the design process with a detailed analysis of the existing facility, including a review of the existing field, track, access, and supporting infrastructure. BSC then worked closely with the District to define the needs of the athletic programs and ensure programming responded accordingly. This included several working sessions to discuss and review facility use/demand, layout, synthetic turf systems, running track systems, field lighting, budget, permitting, and scheduling considerations. To document the process, BSC prepared a comprehensive scoping report that included a schematic design and specified the turf, running track, and field lighting system. The schematic design included removal of the existing natural grass field, renovation of the existing 8-lane running track, relocation of the existing scoreboard, and new energy-efficient remote-access controlled field lighting to allow nighttime use of the facility.

BSC GROUP

# Fairfield Ludlowe High School

Fairfield, CT



## Client

**Town of Fairfield**

## Services

- Site Assessment
- Synthetic Turf System Design
- Running Track Rehabilitation
- Cost Estimating
- Construction Administration

**Project Overview.** BSC was retained by the Town of Fairfield for design and construction phase services for improvements to Fairfield Ludlowe High School's track and field stadium complex. BSC designed a field renovation program that included replacing its aged synthetic turf with a state-of-the-art synthetic turf system. The parameters of the new system were designed to specifically meet the needs of the school's athletic programs for multi-sport use. To rehabilitate the running track, BSC designed a renovation program to install a new surfacing system. The BSC team provided construction phase services for the project, including oversight of synthetic turf performance testing to ensure the system performs to the required standards.

BSC GROUP

# Wesleyan University Smith Field

Middletown, CT

## Client

**Wesleyan University**

## Services

- Site Assessment
- Site Planning/ Programming
- Synthetic Turf Design
- Civil Engineering
- Press Box/Bleacher Design
- Local Permitting
- Design and Construction Documents
- Construction Cost Estimating
- Bidding
- Construction Phase Services

**Project Overview.** BSC was retained by Wesleyan University to design and oversee the renovation of Smith Field on their campus in Middletown, Connecticut. Smith Field serves as the university's competition field hockey field, and is also used by various intramural sports programs. BSC was retained by the university to design and oversee a field renovation program that included replacing its aged synthetic turf with a state-of-the-art synthetic turf system, a new press box, and new bleachers. As part of the design process, BSC evaluated the field's existing resilient underlayment to determine its suitability for continued use. After conducting various assessments, BSC designed a low-nap synthetic turf system that could be used in concert with the existing underlayment system while still meeting NCAA field hockey performance standards. This eliminated the need to install a new resilient underlayment and significantly reduced project costs. The new press box was designed as a multi-level facility with modern accommodations for viewing, photography/video, and sound. To reduce time-frame and on-site logistical constraints, the press box was specified as a pre-fabricated structure. The new bleacher system was designed to be fully handicapped accessible and meet all current structural and code requirements.

BSC GROUP

# Plainville High School

Plainville, CT

## Client

**Plainville Board of Education**

## Services

- Master Planning
- Facility Condition Assessment
- Survey
- Programming/Material Selection
- All-Weather Turf Field Design
- All-Weather Track Design and Assessment
- Cost Estimating
- Public Bidding
- Construction Phase Services

**Project Overview.** BSC Group provided design, engineering, bidding assistance, and construction administration services to the Plainville High School Athletic Facility in Plainville, Connecticut for the installation of two new multi-sport all-weather synthetic turf fields and renovations to the track. The layout accommodates a new multi-sport all-weather turf field for use by foot-ball, soccer, lacrosse, and field hockey within a renovated competitive running track. Improvements also included new track events. Adjacent to the track and field a additional all-weather synthetic turf field was included to accommodate varsity softball in the spring and soccer and football in the fall.

The BSC team, in conjunction with lead Architect Kaestle Boos Architects, provided Master Planning services for the field layouts, obtained local per-mit-ting approvals, developed opinion of probable construction costs, and aided the Board of Education in the bidding process. Upon selection and award of a contractor BSC assisted Kaestle Boos through the construction phase of the project, including submittal reviews, attendance at Owner meet-ings, site visits and reports, and project close-out assistance.

BSC GROUP

# Simsbury High School

Simsbury, CT


## Client

**Town of Simsbury**

## Services

- Site Assessment
- Synthetic Turf System Design
- Running Track Design
- Cost Estimating
- Construction Administration

**Project Overview.** BSC was retained by the Town of Simsbury for design and construction phase services for improvements to Simsbury High School's track and field stadium complex. BSC designed a field renovation program that included replacing its aged synthetic turf with a state-of-the-art synthetic turf system. During the preliminary design, BSC attended a kick-off meeting with Town staff and stakeholders. Following the review of project goals and timeline, BSC conducted site visits to the school to observe existing track and field conditions and design constraints.

The parameters of the new system were designed to specifically meet the needs of the school's athletic programs for multi-sport use. To rehabilitate the running track, BSC designed a renovation program to install a new surfacing system. The all-weather turf field required a "deep grooming" to decompact the infill, rectify the in-fill migration, and vertically re-orient the turf fibers. Following the deep grooming, the field was tested to evaluate its performance characteristics. The BSC team also provided construction phase services for the project, including oversight of synthetic turf performance testing to ensure the system performs to the required standards.

BSC GROUP

# Tolland High School

Tolland, CT

## Client

**Town of Tolland**

## Services

- Site Assessment
- Synthetic Turf Design
- Programming/Material Selection
- Landscape Architecture
- Civil Engineering
- Permitting
- Land Surveying
- Construction Phase Services

**Project Overview.** BSC was retained by the Town of Tolland to design and oversee the renovation of its high school stadium athletic field after years of constant cancellations and costly maintenance at its previous poorly draining natural grass field. BSC conducted an analysis of the existing facility; completed programming and cost estimating; prepared detailed design of the field lighting system, relocation of the scoreboard, drainage, synthetic turf systems, and multi-sport field layout; and prepared bidding documents, as well as final contract documents.

BSC worked closely with the town and the high school's athletic director to define the needs of the athletic programs and ensure programming responded accordingly. BSC's final design for the facility included removal of the existing natural grass field; installation of a new multi-component sub-drainage system and a 52-ounce synthetic turf system; relocation of the existing scoreboard; and new field lighting to allow for nighttime use of the facility. BSC provided construction phase services such as construction layout survey, submittal reviews, field observations, and close-out services including final inspections, punch list preparation, and oversight of the field performance testing.

BSC GROUP

# Rocky Hill High School
# Track and Field Improvements

Rocky Hill, CT

## Client

**Rocky Hill Parks and Recreation**

## Services

- Landscape Architecture
- Athletic Facility Design and Evaluation
- Track Renovation

**Project Overview.** The existing high school running track was in very poor condition with surface cracks over 4” in width, delaminating surfacing and stained coloring. BSC group worked with the town to evaluate the existing surface and underlying asphalt surfacing and recommend a mill and overlay replacement method. The mill and overlay solution saved the town hundreds of thousands of dollars in comparison to a similar remove and replace repair. The pavement was milled 1.5” and surfaced with a new layer of asphalt. Completed in the summer of 2016, the new track is and events are surfaced with a rubberized urethane base mat that will resist peeling and ‘bubbling’ and provide an competition level surface for the up and coming Rocky Hill High School Track team.

BSC GROUP

**TOWN OF LEDYARD, CONNECTICUT**

**PROPOSAL #LPS-0048**
***ENGINEERING DESIGN SERVICES FOR THE***
***LEDYARD HIGH SCHOOL TRACK AND FIELD PROJECT***

**PROPOSER'S STATEMENT OF REFERENCES**

Provide at least three (3) references:

1. BUSINESS NAME Town of Avon
   ADDRESS 60 West Main Street (Route 44)
   CITY, STATE Avon, CT 06001
   TELEPHONE: 860-409-4300
   INDIVIDUAL CONTACT NAME AND POSITION
   Brandon Robertson, Town Manager

2. BUSINESS NAME City of Milford
   ADDRESS 70 West River Street
   CITY, STATE Milford, CT 06460
   TELEPHONE: 203-783-3386
   INDIVIDUAL CONTACT NAME AND POSITION
   Paul Piscitelli, Director of Recreation

3. BUSINESS NAME Town of Windsor
   ADDRESS 275 Broad Street
   CITY, STATE Windsor, CT 06095
   TELEPHONE 860-285-1804
   INDIVIDUAL CONTACT NAME AND POSITION
   Robert Jarvis, P.E., Town Engineer/Director of Public Works

4. BUSINESS NAME Wallingford Public Schools

ADDRESS 100 South Turnpike Road

CITY, STATE Wallingford, CT 06492

TELEPHONE 203-294-3780

INDIVIDUAL CONTACT NAME AND POSITION
Marc Deptula, Supervisor Buildings and Grounds

5. BUSINESS NAME Regional School District 8

ADDRESS 85 Wall Street

CITY, STATE Hebron, CT 06248

TELEPHONE 860-228-2115

INDIVIDUAL CONTACT NAME AND POSITION
Dr. Patricia Law, Superintendent

**END OF STATEMENT OF REFERENCES**

**TOWN OF LEDYARD, CONNECTICUT**

**PROPOSAL FORM**
***ENGINEERING DESIGN SERVICES FOR THE***
***LEDYARD HIGH SCHOOL TRACK AND FIELD PROJECT***

**PROPOSAL #LPS-0048**

**PROPOSER'S FULL LEGAL NAME**: BSC Group - Connecticut, Inc.

Pursuant to and in full compliance with the RFP, the undersigned proposer, having visited the site or property if applicable, and having thoroughly examined each and every document comprising the RFP, including any addenda, hereby offers and agrees as follows:

To provide the products and/or services specified in, and upon the terms and conditions of, the RFP for the total sum of Forty-three thousand /100 Dollars (write out in words) ($ 43,000.00).

**ACKNOWLEDGEMENT**

In submitting this Proposal Form, the undersigned proposer acknowledges that the price(s) include all labor, materials, transportation, hauling, overhead, fees and insurances, bonds or letters of credit, profit, security, permits and licenses, and all other costs to cover the completed work called for in the RFP. Except as otherwise expressly stated in the RFP, no additional payment of any kind will be made for work accomplished under the price(s) as proposed.

1. Exceptions to or Modifications or Clarifications of the RFP

_____ This proposal does not take exception to or seek to modify or clarify any requirement of the RFP, including but not only any of the Contract Terms set forth in Section 26 of the Standard Instructions to Proposers.

OR

___X___ This proposal takes exception(s) to or seeks to modify or clarify certain of the RFP requirements, including but not only the following Contract Terms set forth in Section 26 of the Standard Instructions to Proposers. **Attached is a sheet fully describing each such exception.**

2. State Debarment List

Is the proposer on the State of Connecticut's Debarment List?

_____ Yes
__X__ No

3. Occupational Safety and Health Law Violations

Has the proposer or any firm, corporation, partnership or association in which it has an interest (1) been cited for three (3) or more willful or serious violations of any occupational safety and health act or of any standard, order or regulation promulgated pursuant to such act, during the three-year period preceding the proposal (provided such violations were cited in accordance with the provisions of any state occupational safety and health act or the Occupational Safety and Health Act of 1970, and not abated within the time fixed by the citation and such citation has not been set aside following appeal to the appropriate agency or court having jurisdiction) or (2) received one or more criminal convictions related to the injury or death of any employee in the three-year period preceding the proposal?

_____ Yes
__X__ No

If "yes," attach a sheet fully describing each such matter.

4. Arbitration/Litigation

Has either the proposer or any of its principals (regardless of place of employment) been involved for the most recent ten (10) years in any pending or resolved arbitration or litigation?

__X__ Yes
_____ No

If "yes," attach a sheet fully describing each such matter.

5. Criminal Proceedings

Has the proposer or any of its principals (regardless of place of employment) ever been the subject of any criminal proceedings?

_____ Yes
__X__ No

If "yes," attach a sheet fully describing each such matter.

6. Ethics and Offenses in Public Projects or Contracts

Has either the proposer or any of its principals (regardless of place of employment) ever been found to have violated any state or local ethics law, regulation, ordinance, code, policy or standard, or to have committed any other offense arising out of the submission of proposals or bids or the performance of work on public works projects or contracts?

_____ Yes
__X__ No

If "yes," attach a sheet fully describing each such matter.

**NOTE:** THIS DOCUMENT, IN ORDER TO BE CONSIDERED A VALID PROPOSAL, MUST BE SIGNED BY A PRINCIPAL OFFICER OR OWNER OF THE BUSINESS ENTITY THAT IS SUBMITTING THE PROPOSAL. SUCH SIGNATURE CONSTITUTES THE PROPOSER'S REPRESENTATIONS THAT IT HAS READ, UNDERSTOOD AND FULLY ACCEPTED EACH AND EVERY PROVISION OF EACH DOCUMENT COMPROMISING THE RFP, UNLESS AN EXCEPTION IS DESCRIBED ABOVE.

BY _____
TITLE: Vice President and Principal

Kurt Prochorena, PE, LEED AP
(PRINT NAME)

_____ DATE: June 3, 2019
(SIGNATURE)

**END OF PROPOSAL FORM**

# Requested Exception to Contract Terms

## Requested Exception

BSC Group has carefully reviewed the contract terms presented in the Town of Ledyard's request for proposals. Consistent with the requirements of the proposal form, we respectfully request the following modification:

- Kindly strike the word "defend" from section a. Defense, Hold Harmless and Indemnification.

# BSC Group - Legal Proceedings

| Case/Date | Parties | Description of Dispute | Status |
|---|---|---|---|
| **Prevailing Wage Claim**<br>Boston, MA<br>Begin/End Date:<br>**2017-Ongoing** | Russell Metcalf & Steven Theurer, Plaintiffs vs. BSC Group, Inc.; BSC Group Companies, Inc.; and David Hayes, Defendants | Ex-employees claim that they were entitled to Massachusetts prevailing wage on Massachusetts Department of Transportation (MassDOT) project. BSC and MassDOT dispute this claim, arguing that BSC's services were not subject to prevailing wage. | Ongoing. |
| **O'Rourke Property**<br>Yarmouth, MA<br>Begin/End Date:<br>**2011-2016** | J.O'Rourke, Plaintiff vs. BSC Group, Inc., Defendant | O'Rourke alleges that BSC designed a defective seawall for O'Rourke and his abutting neighbor, and that subsequent drainage from the neighboring property caused the seawall to fail. BSC asserts that it was hired to obtain environmental permits for the seawall but that the wall was designed and installed by a third party. Further, BSC asserts that the drainage problem was caused by faulty construction by the neighboring owner's house contractor. Initial discovery has been halted.Case concluded without BSC admitting any liability. | Small settlement and release negotiated 2016; no admission of liability |
| **Aris Stone Vehicle Accident**<br>West Hartford, CT<br>Begin/End Date:<br>**2011-2015** | A. Stone and D. Stone as Co-executors of the Estate of Aris Stone, Plaintiffs vs. BSC Group, Inc. and six other parties, Defendants | Stone alleges that BSC designed an unsafe intersection at which Aris Stone was killed when turning her vehicle across the intersection and being struck by an on-coming vehicle. BSC asserts, and the record demonstrates, that the intersection was designed in accordance with all applicable design standards issued by responsible authorities, that it was peer reviewed by another engineering firm, and it received design approval by ConnDOT, the Surface Transportation Commission, and the Town of West Hartford. | Settlement and releases completed in November 2015, by multiple defendants including BSC, after the Plaintiff dramatically reduced their demand. |
| **Zero Marlboro Trust Condo**<br>Boston, MA<br>Begin/End Date:<br>**2012-2016** | Greater New York Mutual Insurance Co., Plaintiff vs. BSC Group, Inc. and others, Defendants | Greater New York Mutual Insurance Co. as a subrogee of Zero Marlboro Trust claims damages against numerous defendants including BSC, related to a sewer drain backup during a storm event. BSC's services were of a limited nature and unrelated to the issue litigated. In 2016 stipulation of dismissal filed and the case is now closed. | The Plaintiff's case was withdrawn and the parties agreed to a dismissal. |

**TOWN OF LEDYARD, CONNECTICUT**

**PROPOSER'S LEGAL STATUS DISCLOSURE**

Please fully complete the applicable section below, attaching a separate sheet if you need additional space.

For purposes of this disclosure, "permanent place of business" means an office continuously maintained, occupied and used by the proposer's regular employees regularly in attendance to carry on the proposer's business in the proposer's own name. An office maintained, occupied and used by a proposer only for the duration of a contract will not be considered a permanent place of business. An office maintained, occupied and used by a person affiliated with a proposer will not be considered a permanent place of business of the proposer.

**IF A SOLELY OWNED BUSINESS:**

Proposer's Full Legal Name _____

Street Address _____

Mailing Address (if different from Street Address)_____

Owner's Full Legal Name _____

Number of years engaged in business under sole proprietor or trade name _____

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

_____ Yes _____ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

_____

**IF A CORPORATION:**

Proposer's Full Legal Name BSC Group - Connecticut , Inc.

Street Address 300 Winding Brook Drive, Glastonbury, CT 06033

Mailing Address (if different from Street Address)_____

Owner's Full Legal Name BSC Companies, Inc.

Number of years engaged in business 54

Names of Current Officers

| Sean O'Brien | Alison Hunt | Sean O'Brien |
|---|---|---|
| President | Secretary | Chief Financial Officer |

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

X _____ Yes _____ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

300 Winding Brook Drive, Glastonbury, CT 06033

**IF A LIMITED LIABILITY COMPANY:**

Proposer's Full Legal Name _____

Street Address _____

Mailing Address (if different from Street Address)_____

Owner's Full Legal Name _____

Number of years engaged in business _____

Names of Current Manager(s) and Member(s)

| Name & Title (if any) | Residential Address (street only) |
|---|---|
| | |
| | |
| | |
| | |
| | |

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

_____ Yes _____ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

_____

**IF A PARTNERSHIP:**

Proposer's Full Legal Name _____

Street Address _____

Mailing Address (if different from Street Address)_____

Owner's Full Legal Name _____

Number of years engaged in business _____

Names of Current Partners

| | |
|---|---|
| Name & Title (if any) | Residential Address (street only) |
| Name & Title (if any) | Residential Address (street only) |
| Name & Title (if any) | Residential Address (street only) |
| Name & Title (if any) | Residential Address (street only) |

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

_____ Yes _____ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

_____

**********

BSC Group - Connecticut, Inc.

Proposer's Full Legal Name

Kurt Prochorena, PE, LEED AP

(print)
Name and Title of Proposer's Authorized Representative

(signature)
Proposer's Representative, Duly Authorized

June 3, 2019

Date

**TOWN OF LEDYARD, CONNECTICUT**

**PROPOSAL #LPS-0048**
***ENGINEERING DESIGN SERVICES FOR THE***
***LEDYARD HIGH SCHOOL TRACK AND FIELD PROJECT***

## HOLD HARMLESS AGREEMENT

Contractor/organization agrees that it will indemnify and hold harmless the Ledyard Board of Education its respective officers, agents and employees from any loss, costs, damages, expenses, judgments and liability whatsoever kind or nature howsoever the same may be caused resulting directly or indirectly by any act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable resulting in bodily injury including sickness and death, personal injury or damage to property directly or indirectly, including the loss of use resulting there from as permitted by law unless and to the extent caused by the Ledyard Board of Education's willful acts.

I/we understand the conditions set forth within this instrument and agree to provide the required certification and will hold the Ledyard Board of Education harmless as outlined in the above statement.

**CONTRACTOR/ORGANIZATION NAME** BSC Group - Connecticut, Inc.

**AUTHORIZED SIGNATURE**

**PRINTED NAME** Kurt Prochorena, PE, LEED AP

**AUTHORIZED SIGNATURE**

**PRINTED NAME**

**DATE** June 3, 2019

**TOWN OF LEDYARD, CONNECTICUT**

**PROPOSAL #LPS-0048**
***ENGINEERING DESIGN SERVICES FOR THE***
***LEDYARD HIGH SCHOOL TRACK AND FIELD PROJECT***

**PROPOSER'S CERTIFICATION**
**Concerning Equal Employment Opportunities**
**And Affirmative Action Policy**

I/we, the proposer, certify that:

1) I/we are in compliance with the equal opportunity clause as set forth in Connecticut state law (Executive Order No. Three, http://www.cslib.org/exeorder3.htm).

2) I/we do not maintain segregated facilities.

3) I/we have filed all required employer's information reports.

4) I/we have developed and maintain written affirmative action programs.

5) I/we list job openings with federal and state employment services.

6) I/we attempt to employ and advance in employment qualified handicapped individuals.

7) I/we are in compliance with the Americans with Disabilities Act.

8) I/we (check one):
   ___X___ have an Affirmative Action Program, or

   _____ employ 10 people or fewer.

BSC Group - Connecticut, Inc.
Legal Name of Proposer

(Signature)
Proposer's Representative, Duly Authorized

Kurt Prochorena, PE, LEED AP
Name of Proposer's Authorized Representative

Vice President and Principal
Title of Proposer's Authorized Representative

June 3, 2019
Date

## TOWN OF LEDYARD, CONNECTICUT

## PROPOSER'S NON COLLUSION AFFIDAVIT

**PROPOSAL FOR:**

**PROPOSAL NUMBER:**

The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

(1) the proposal is genuine; it is not a collusive or sham proposal;
(2) the proposer developed the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
(3) the proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal; and
(4) no elected or appointed official or other officer or employee of the Town of Ledyard is directly or indirectly interested in the proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of inducing the Town of Ledyard to consider its proposal and make an award in accordance therewith.

BSC Group - Connecticut, Inc.
Legal Name of Proposer

(Signature)
Proposer's Representative, Duly Authorized

Kurt Prochorena, PE, LEED AP
Name of Proposer's Authorized Representative

Vice President and Principal
Title of Proposer's Authorized Representative

June 3, 2019
Date

Subscribed and sworn to before me this 3rd day of June, 2019.

Sarah Jean Dupont
Notary Public
My Commission Expires: Jan. 31, 2022

SARAH JEAN DUPONT
*NOTARY PUBLIC*
MY COMMISSION EXPIRES JAN. 31, 2022

BSCCOMP-01

DGHIGLIAZZA

ACORD

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/27/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Ames & Gough
859 Willard Street
Suite 320
Quincy, MA 02169

CONTACT NAME:
PHONE (A/C, No, Ext): (617) 328-6555 FAX (A/C, No): (617) 328-6888
E-MAIL ADDRESS: boston@amesgough.com

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A : National Fire Insurance Company of Hartford A(XV) | 20478 |
| INSURER B : Continental Insurance Company A(XV) | 35289 |
| INSURER C : American Casualty Co of Reading, PA A(XV) | 20427 |
| INSURER D : Continental Casualty Company (CNA) A, XV | 20443 |
| INSURER E : | |
| INSURER F : | |

INSURED
BSC Group-Connecticut, Inc.
300 Winding Brook Drive
Glastonbury, CT 06033

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE / X OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY / X PRO-JECT / X LOC<br>OTHER: | | | 6045659559 | 1/1/2019 | 1/1/2020 | EACH OCCURRENCE | $ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ 1,000,000 |
| | | | | | | | MED EXP (Any one person) | $ 15,000 |
| | | | | | | | PERSONAL & ADV INJURY | $ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | $ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | $ 2,000,000 |
| | | | | | | | | $ |
| B | AUTOMOBILE LIABILITY<br>X ANY AUTO<br>OWNED AUTOS ONLY / SCHEDULED AUTOS<br>HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY | | | 6045659562 | 1/1/2019 | 1/1/2020 | COMBINED SINGLE LIMIT (Ea accident) | $ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | $ |
| | | | | | | | BODILY INJURY (Per accident) | $ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| B | X UMBRELLA LIAB / X OCCUR<br>EXCESS LIAB / CLAIMS-MADE<br>DED / X RETENTION $ 10,000 | | | 6045659576 | 1/1/2019 | 1/1/2020 | EACH OCCURRENCE | $ 10,000,000 |
| | | | | | | | AGGREGATE | $ 10,000,000 |
| | | | | | | | | $ |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N / A | | 6045586807 | 1/1/2019 | 1/1/2020 | X PER STATUTE / OTH-ER | |
| | | | | | | | E.L. EACH ACCIDENT | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ 1,000,000 |
| D | Professional Liab. | | | AEH591903559 | 9/1/2018 | 9/1/2019 | Per Claim | 5,000,000 |
| D | | | | AEH591903559 | 9/1/2018 | 9/1/2019 | Aggregate | 5,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
All Coverages are in accordance with the policy terms and conditions.

Evidence of Insurance

## CERTIFICATE HOLDER

For Proposal Only

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE