

**Timothy Edwards Middle School**  
**Cafeteria and Kitchen Alterations**

**South Windsor Public Schools**

***Request for Proposal for Architectural Design and Engineering Services***

**RFP Issue Date: August 28, 2023**

**RFP 2024-0001**

**Mandatory Walk-Through September 6, 2023 at 2:00 p.m.**

**Proposals are Due no later than September 19, 2023 by 11:00 a.m.**

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## **I. Project Overview**

### **A. Project Background/Project Request**

In February of 2022 under the request of the South Windsor Public Schools ("SWPS") architectural services were requested to prepare schematic layouts of options to increase the capacity of seating in the cafeteria along with options to increase and improve the frozen and refrigerated food storage.

This schematic design needs to create a flow of student traffic that reduces the amount of wait time in the serving line, provide an appropriate amount of space for student traffic and redesign of kitchen area expanding the storage footprint and creating efficiencies including a wall removal to accommodate the seating arrangements. Applications for modifications to allow seating for students beyond initial capacity due to types of seating and layout were submitted to the Office of the CT State Fire Marshal and the Office of the CT State Building Inspector. Modification decisions are attached in Appendix A and B.

### **B. Building Description Cafeteria/Kitchen Alterations**

Timothy Edwards Middle School is located at 100 Arnold Way in South Windsor, Connecticut originally built in 1967. In 1997 the school was renovated. This area is classified as a mixed-use space of educational and A-1 assembly. The current freezer and refrigeration storage unit are 116 sq. ft. each with conceptional design to increase these spaces to 136 sq. ft. each.

### **C. Project Estimates**

The architect shall provide one cost estimate with the construction documents for review by the Owner.

### **D. Project Schedule**

The overall project schedule consists of a standard design, bid, and construction process ultimately resulting with completion of the work during the 2024 summer months and owner occupancy for the start of the 2024-2025 academic year. The design phase is scheduled to start in September 2023 and be completed by December 2023. Bidding for construction services will follow in January 2024 with construction scheduled to start at the completion of the academic school year in June 2024 with substantial completion by August 19, 2024. Note, this schedule is subject to change with the exception of the occupancy at the start of the 2024-2025 academic year.

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**E. Special Requirements**

The Architect will also be required to attend all meetings as needed with the South Windsor Public Schools and periodically make presentations to the South Windsor Board of Education and various informational meetings for the public.

**II. Scope of Design Services**

**A. Comprehensive Design Services**

The Owner intends to commission one firm to provide all design and construction administration services. This firm will have the responsibility to provide these comprehensive services through the firm's own capabilities.

The cafeteria/kitchen alterations shall be designed to the current state building codes as required by state law. The Owner may retain a third-party consultant to review design documents and perform testing and inspections.

The design team is responsible for preparing and submitting all documentation required to receive state and local permits as well as any variances that may be required. This shall include, but not be limited to building permits, variances, and other approvals necessary to proceed with the construction of the project. The Architect will be responsible for any fees associated with filing of such permits.

The architect will be responsible for coordinating all bidding documents, preparing all addenda, reviewing bids, and performing a scope review of the lowest qualified responsible bidder.

Upon award of the contract, the architect will be responsible for reviewing all shop drawings by the contractor. All shop drawings shall be reviewed within five business days of receipt.

During construction the architect shall be responsible for a minimum of one site visit per week and provide field reports of their findings. The architect shall review the schedule of values by the contractor and review all payment applications prior to payment by the owner. The architect shall prepare one punch list upon substantial completion of the work and provide follow-up sites visit to confirm all punch list work is complete by the contractor.

Upon notice of award the architect shall provide a contract for review by the Owner.

The design team is responsible for responding to the comments generated by the third-party consultant as well as any comments generated by the local building official or fire marshal.

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The Owner reserves the right to negotiate terms and conditions with the selected firm and reserves the right to make minor modifications as necessary.

**B. Insurance Requirements**

The Architect shall secure and maintain the following minimum insurances at their own expense:

1. Commercial General Liability Insurance: \$1MM per occurrence, \$2MM general aggregate.
2. Automobile Insurance: \$2MM combined single accident for bodily injury, death of any person, and property damage arising out ownership, maintenance and use of owned, hired or non-owned autos, along with any other statutorily required automobile coverage.
3. Workers' Compensation: As required by the State of Connecticut, with Statutory limits, and Employer's Liability coverage with a limit of no less than \$500,000 each accident, \$500,000 by disease/each employee, and \$500,000 bodily injury, disease aggregate.
4. Professional Liability Insurance: \$1MM per claim, \$1MM in aggregate. If the architect maintains broader coverage and/or higher limits than the minimums shown, South Windsor Public Schools requires and shall be entitled to the broader coverage and/or the higher limits maintained.
5. The South Windsor Public Schools and the Town of South Windsor shall be named as additional insureds on the Commercial General Liability and Automobile Insurance policies.

**C. Indemnification**

To the extent provided by law, the Architect agrees to indemnify, defend, and hold harmless the South Windsor Public Schools, its respective officers, employees and agents from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged in the performance of this contract.

**III. Designer Selection Process**

**A. Review Process**

The Owner will review the qualifications and experience of all firms submitting proposals for this project and award the project to the firm it deems is the best value considering qualifications, experience, and price. The Owner may elect to interview one or more firms prior to award.

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**B. Mandatory Walk Through Meeting Pre-Proposal Submission**

A mandatory pre-proposal submission walk through will be conducted on September 6, 2023 at 2:00 pm. Bidders should meet at Timothy Edwards Middle School, 100 Arnold Way, SW, Proposals will not be accepted from any firm that does not attend.

**IV. Instructions for Submission of Design Services Proposal**

**A. Submission Logistics**

A total of **2 hard copies** of each firm's sealed proposal and one electronic copy on a USB thumb drive must be received at the following location on or before 11:00 a.m. on September 19, 2023. The South Windsor Public Schools will not take responsibility for late submissions regardless of delivery method.

Proposals shall be addressed to:

Mr. Darrell Crowley  
South Windsor Public Schools  
1737 Main Street, Room 100  
South Windsor, CT, 06074

Questions regarding this request for proposals should be directed in writing (e-mail acceptable) to Mr. Darrell Crowley, Director of Facility Operations, Email: [dcrowley@swindsor.k12.ct.us](mailto:dcrowley@swindsor.k12.ct.us) Questions must be submitted by Monday, September 11, 2023 by 3:00 p.m. The SWPS will answer all pertinent written questions by issuing an addendum, which shall become a part of the RFP, containing all pertinent questions received as provided about and decision regarding same. Such addenda will be posted on the SWPS's website ([www.southwindsorschools.org](http://www.southwindsorschools.org)) by Wednesday, September 13, 2023 by 3:00 p.m. Each bidder is responsible for confirming with the SWPS whether any addenda have been issued, and if so, obtaining a copy of such addenda and completing its proposal in accordance with the RFP modified by such addenda.

No oral statement of the SWPS, including oral statements by the representative listed above, shall be effective to waive, change, or otherwise modify any provision of the request for proposals, and no bidder or prospective bidder shall rely on any alleged oral statement.

Please clearly mark all proposals with the following:

**“South Windsor Timothy Edwards Middle School Cafeteria/Kitchen Alterations  
Proposal 2024-0001”**

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**B. Contents of Written Proposals**

Care should be taken by the proposing firms to present a succinct but informative proposal. The following is a list of minimum information to be included in the written proposals to be submitted:

1. **Project Approach:** A management plan and detailed task schedule outlining the firm's intended approach to this project and an initial plan for working with the Owner to ensure a successful project should be presented.

2. **Firm Qualifications:** Provide an overview of the firm's professional qualifications and resumes of team members who will be working on the project.

3. **Applicable Experiences:** Provide a list of similar projects or projects that are in exceedance of the scope that this one contains.

4. **Current Workload:**

- Name of project
- Owner's Representative and telephone number
- Dollar value of the project
- Design schedule
- Completion date
- Principal and Project Architect in charge

**C. Fee Proposal**

Proposing firms are requested to submit fee proposals with the written proposal.

Include hourly billing rates to be used when invoicing optional additional services. Rates for each of the applicable job classification listed below and any other appropriate classifications are to be provided. Secretarial services should be included within these hourly billing rates.

- Principal
- Project Architect
- Job Captain
- Draftsman

Billing rates for consultants shall be comparable to those listed above.

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**V. Termination or Amendment**

The South Windsor Public Schools reserves the rights to amend or terminate this RFP, to reject any or all respondents, to request additional information, to waive any informalities or non-material deficiencies in a response, and to take any and all other action that, in the South Windsor Public School's sole judgment, will be in its best interests. The South Windsor Public Schools reserves the right to ask any respondent to clarify its response or to submit additional information that the South Windsor Public Schools in its sole discretion deems desirable.

In addition, the South Windsor Public Schools may, before or after statement opening and in its sole discretion, clarify, modify, amend or terminate this RFP if the South Windsor Public Schools determines it is in the South Windsor Public Schools best interest. Any addenda will be transmitted to all shortlisted firms via email from South Windsor Public Schools.

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**Appendix A – Office of CT State Fire Marshal Modification  
Decision**





**STATE OF CONNECTICUT**  
Department of Administrative Services  
**Office of State Fire Marshal**



**MODIFICATION REQUEST # 23-0356**

**PROJECT NAME:** TIMOTHY EDWARDS MIDDLE SCHOOL

**ADDRESS:** 100 ARNOLD WAY

**TOWN:** SOUTH WINDSOR      **EMAIL:** rpetitto@qamarch.com

**STATE FIRE MARSHAL**

In accordance with Connecticut General Statutes (CGS) Section 29-296 as amended by Public Act 21-165, the decision of the Office of the State Fire Marshal in this matter is:

This request deals with Section 1004.5 of the 2022 CONNECTICUT STATE FIRE SAFETY CODE Part III, which requires the number of occupants shall be computed at the rate of one occupant per unit of area as prescribed in Table 1004.5. For areas without fixed seating, the occupant load shall not be less than the number determined by dividing the floor area under consideration by the occupant load factor assigned to the function of the space as set forth in Table 1004.5. With consideration of the existing building conditions and the alternative safeguard of 3'6" aisles, 4' main aisles and 5' perimeter aisles; this request to permit an occupant load more dense than 1 per 15 sq. ft. but less dense than 1 per 7 sq. ft. is ***Returned Without Action. 1004.5.1 permits occupant load to be increased from Table 1004.5, provided that all other requirements of the code are met based on such modified number and the occupant load does not exceed one occupant per 7 sq. ft.***

Evaluated by: MK

Reviewed by:

David Woods  
Fire & Life Safety Supervisor

Decision endorsed by:

William Abbott  
State Fire Marshal

Date: April 25, 2023

"In accordance with Connecticut General Statute 29-309, any person determined to have the right to appeal may appeal the decision of the State Fire Marshal in this matter to the State Codes & Standards Committee within thirty (30) days after receipt."

State Codes & Standards Committee  
450 Columbus Blvd., Suite 1303, Hartford CT 06103  
Tel: 860-713-5900 Fax: 860-713-7410  
Email: [DAS.codesstandards@ct.gov](mailto:DAS.codesstandards@ct.gov)



State of Connecticut  
Department of Administrative Services  
Office of State Fire Marshal



APPLICATION FOR REQUEST FOR MODIFICATION OF A REQUIREMENT OF A FIRE SAFETY REGULATION  
ADOPTED PURSUANT TO CHAPTER 541 OF THE CONNECTICUT GENERAL STATUTES

Local Reference No.: \_\_\_\_\_

Facility Name: Timothy Edwards Middle School

Facility Address: 100 Arnold Way South Windsor CT 06074  
Number Street City State Zip

Facility Owner: South Windsor Public Schools Telephone: (860) 291-1220

Owner's Address: 1737 Main Street South Windsor CT 06074  
Number Street City State Zip

Applicant's Name: QA+M Architecture Telephone: 860.677.4594

Applicant's Address: 195 Scott Swamp Road Farmington CT 06032  
Number City State Zip

Applicant's e-mail: rpetitto@qamarch.com

Contact Person: Rocco Petitto/Angela Cahill Telephone: 860.677.4594

Type of Facility: Middle School  
Office Building, LP-Gas Bulk Plant, Automotive Service Station, etc.

This Facility is: ☐ New; ☒ Existing; ☒ Renovation; ☐ Addition; ☐ Change of Use/Occupancy: from \_\_\_\_\_ to \_\_\_\_\_  
Class or Sub-Class

Date of Construction: 1997/1967 Date of Present Use/Occupancy: 1997/1967

Date of Application for the Building Permit: 2023

Previous Modifications for this Facility: ☒ Unknown; ☐ No; ☐ Yes, Modification Number(s): \_\_\_\_\_

☒ Check if a Modification Request to the State Building Code is being submitted to the Office of State Building Inspector.

I, the above named applicant, being a lawful agent of the owner, request modification/relief from a requirement of the Connecticut:

☒ State Fire Safety Code pursuant to CGS §29-298; ☐ State Fire Prevention Code pursuant to CGS §29-291b

Applicable Edition of the Code: 2022 CT SFSC

For the requirement as prescribed in:

(Part) /Section Number: 1004.5 Referenced Standard and Section: \_\_\_\_\_  
(If Applicable) NFPA 13, NFPA 30, NFPA 72, etc.

I request this modification/relief due to the following reasons:

☒ Practical Difficulty ☐ Unnecessary Hardship ☐ Requirements Unwarranted

Describe area of non-conformance with the appropriate regulation, its location in the facility, and a brief description why code compliance cannot be achieved, specify dimensions as applicable.

Occupancy Calculation for Concentrated Tables and Chairs in the Cafeteria at 15. Due to an increase in expected student enrollment at for the immediate future and modifications that are needed to improve the student flow of the servery that will decrease the overall square footage of the existing cafeteria. the allowable occupant load at 15 from 462 to 578 but below the calculation for chairs at 7

☐ Separate Sheet Attached

I intend to provide the following safeguard(s) as an alternative measure to secure public safety in lieu of strict compliance with the requirement noted above:

New tables and integrated bench seating are replacing the current, round tables/moveable chairs, and will provide clear egress paths with a minimum clear aisle width of 3'-6", main aisle widths of 4'-0", and greater than 5'-0" at the perimeter as noted on attached plans.

☐ Separate Sheet Attached

In addition the following are enclosed

☒ Plans/Drawings/Sketches;

☐ Photographs;

☐ Product Data Sheets

☐ Supplement Information Sheet

☐ Other

as necessary for clarification of the information provided.

#### AFFIDAVIT

I certify that, to the best of my knowledge and belief, the foregoing statements are true and made in good faith.

Applicant's Signature

03.16.2023

Date

#### FOR LOCAL FIRE MARSHAL USE

I, ☒ Support, ☐ Do NOT Support, this Request for Modification to the Connecticut

☒ State Fire Safety Code;

☐ State Fire Prevention Code

as identified above to (Part) / Section: 1004.5

because of the following reasons: With the egress capacity at 2,450, the cafeteria has sufficient exits for the 578 occupant load. This redesign of the cafeteria layout meets the intent of the Code for safe egress of occupants.

☒ Separate Sheet Attached

Walter Summers

Fire Marshal

Reviewer's Signature / Title

860-282-0669

Telephone Number

3/16/23

Date

☐ Contact me regarding this Request.

#### STATE FIRE MARSHAL

The response of the Commissioner of Public Safety/State Fire Marshal to this request in accordance with Connecticut General Statutes § 29-296 is attached on a separate sheet.

DBW  
Supervisor's Initials

APPLICATION FOR REQUEST FOR MODIFICATION OF A REQUIREMENT OF A FIRE SAFETY REGULATION  
SUPPLEMENT INFORMATION SHEET

If Modification request is for a building or structure, please complete the following:

Date of Construction: <u>1967/1997</u>		Date of Occupancy for Present Use: <u>1967</u>	
Number of Stories (Above grade) <u>3</u>		Dimension / Area Per Floor: <u>Main Floor - 96,052sf</u>	
Attic: <input type="checkbox"/> Full	Basement - # of Levels: <input type="checkbox"/> Full <input type="checkbox"/> Finished		
<input type="checkbox"/> Partial	<input checked="" type="checkbox"/> Partial <input type="checkbox"/> Storage		
<input checked="" type="checkbox"/> None	<input type="checkbox"/> None <input type="checkbox"/> Crawl Space		

Type of Occupancy (Check <u>all</u> that apply) <input type="checkbox"/> New <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Renovation			
<input type="checkbox"/> Change of Use/Occupancy: From _____ to _____			
<input type="checkbox"/> Assembly A- <u>3</u>	<input type="checkbox"/> Detention I- _____	<input type="checkbox"/> Residential Board	<input type="checkbox"/> Hotel/Motel R- _____
Occupant Load: _____ persons	<input type="checkbox"/> Condition II	<input type="checkbox"/> Large <input type="checkbox"/> Small	<input type="checkbox"/> Lodging/Rooming R- _____
<input checked="" type="checkbox"/> Educational / E	<input type="checkbox"/> Condition III	<input type="checkbox"/> Prompt	<input type="checkbox"/> Bed & Breakfast
<input type="checkbox"/> Business / B	<input type="checkbox"/> Condition IV	<input type="checkbox"/> Slow	<input type="checkbox"/> 1 & 2 Family / R-3
<input type="checkbox"/> Single Tenant	<input type="checkbox"/> Condition V	<input type="checkbox"/> Impractical	<input type="checkbox"/> Industrial F- _____
<input type="checkbox"/> Multiple Tenant	<input type="checkbox"/> Apartment / Dorm R- _____		<input type="checkbox"/> Storage S- _____
<input type="checkbox"/> Mercantile / M	No. of Units: _____	<input type="checkbox"/> Health Care I _____	<input type="checkbox"/> High Rise
<input type="checkbox"/> Class A	<input type="checkbox"/> Day Care E / I- _____	<input type="checkbox"/> Hospital	<input type="checkbox"/> Underground
<input type="checkbox"/> Class B	<input type="checkbox"/> Adult	<input type="checkbox"/> Nursing Home	<input type="checkbox"/> Windowless
<input type="checkbox"/> Class C	<input type="checkbox"/> Family	<input type="checkbox"/> Ambulatory	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Covered Mall	<input type="checkbox"/> Group	<input type="checkbox"/> Limited	<input type="checkbox"/> Other: _____

Type of Construction per: <input type="checkbox"/> NFPA 220		<input checked="" type="checkbox"/> Connecticut Building Code		
<input type="checkbox"/> Type I	<input type="checkbox"/> Type II	<input type="checkbox"/> Type III	<input type="checkbox"/> Type IV	<input type="checkbox"/> Type V
<input type="checkbox"/> I (443)	<input type="checkbox"/> II (222); IB	<input type="checkbox"/> III (211); IIIA	<input type="checkbox"/> (2HH); HT	<input type="checkbox"/> V (111); VA
<input type="checkbox"/> I (332); IA	<input type="checkbox"/> II (111); IIA	<input checked="" type="checkbox"/> III (200); IIIB		<input type="checkbox"/> V (000); VB
	<input checked="" type="checkbox"/> II (000); IIB			

Approved Systems Provided (Check <u>all</u> that apply):			
<input checked="" type="checkbox"/> Automatic Sprinklers		<input checked="" type="checkbox"/> Fire Alarm	
<input checked="" type="checkbox"/> NFPA 13	<input checked="" type="checkbox"/> Throughout the Building	<input type="checkbox"/> Manual Activation	<input checked="" type="checkbox"/> Occupant Notification
<input type="checkbox"/> NFPA 13R	<input type="checkbox"/> Partial: Location	<input checked="" type="checkbox"/> Automatic Activation	<input type="checkbox"/> General <input type="checkbox"/> Zoned
<input type="checkbox"/> NFPA 13D	<input type="checkbox"/> Electrically Supervised	<input checked="" type="checkbox"/> Throughout the Building	<input type="checkbox"/> Voice Evacuation
<input type="checkbox"/> CSFSC 903.3.5.1.1 / 9.7.1.2 (6 heads or fewer)		<input type="checkbox"/> Partial Location: _____	
Location: _____		<input type="checkbox"/> Water Flow	<input type="checkbox"/> Special System: _____
<input checked="" type="checkbox"/> Emergency Lighting	<input checked="" type="checkbox"/> Kitchen Hood System	<input type="checkbox"/> Other Activation Means: _____	
<input type="checkbox"/> Smoke Control	<input type="checkbox"/> Standpipe; Class: _____	<input type="checkbox"/> Other Systems: _____	

Other Information

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**Appendix B – Office of CT State Building Inspector  
Modification Decision**



Division of Regulatory Compliance  
Office of the State Building Inspector

August 10, 2023

Rocco Petitto  
QA+M Architecture LLC  
195 Scott Swamp Road  
Farmington, CT 06032

Email: rpetitto@qamarch.com

**Request for Modification of the 2022 Connecticut State Building Code**  
**Subject Property: 100 Arnold Way, South Windsor, CT 06074**  
**CASE NUMBER: M-23-0349**

Dear Rocco:

I have reviewed your request for modification of Table 1004.5 of the 2021 International Building Code portion of the 2022 Connecticut State Building Code which states:

**1004.1 Design occupant load.** In determining *means of egress* requirements, the number of occupants for whom *means of egress* facilities are provided shall be determined in accordance with this section.

[Assembly without fixed seats, Unconcentrated (table and chairs) – 15 net]

**Modification requested:**

To allow the occupant load factor of 15 net in a middle school cafeteria.

**Decision: NO MODIFICATION REQUIRED.**

There is no modification required to permit the use of 15 net occupant load. This request, as described, already meets the occupant load factor for tables and chairs indicated in the specified section and therefore a modification is not required.

This decision is specific to the subject property and the circumstances identified in your application. If you have any questions, please contact me at 860-713-5900.

Sincerely,

Omarys Vasquez, AIA NOMA  
State Building Inspector

C: Marc Melanson, South Windsor Building Official  
David Woods, OSFM-Fire & Life Safety Supervisor

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**Appendix C- Conceptual Design**



# CAFETERIA

## LEGEND

- 0 CAFETERIA
- 0 DISH WASHER
- 0 DRY STORAGE
- KITCH EN
- KITCH EN OFFICE
- 0 FFICE N.I.S
- SERVERY
- WALK- IN FREEZER
- WALK- IN COOLER
- TABLE OF 1D
- TABLE OF 12

## CAFETERIA SEATING COUNT

35 TABLES OF 10  
19 TABLES OF 12  
578 SEATS

## WALK-IN COOLER AND FREEZER

PROPOSED: 12'X 16' 136 SQ FT EACH  
EXISTING: 16'X 8' 116 SQ FT EACH

## OCCUPANCY

TOTAL EGRESS CAPACITY: 2,450  
EXTERIOR EGRESS : 718  
SF CAPACITY (69 23/ 15=462)





# CAFETERIA

## LEGEND

- 0 CAFETERIA
- 0 DISH WASHER
- 0 DRY STORAGE
- 0 KITCHEN
- 0 KITCHEN OFFICE
- 0 OFFICE N.I.S
- 0 SERVERY
- 0 WALK- IN FREEZER
- 0 WALK-IN COOLER
- 0 TABLE OF 1D
- 0 TABLE OF 12

- 0 WALK- IN FREEZER
- 0 WALK-IN COOLER
- 0 TABLE OF 1D
- 0 TABLE OF 12

## CAFETERIA SEATING COUNT

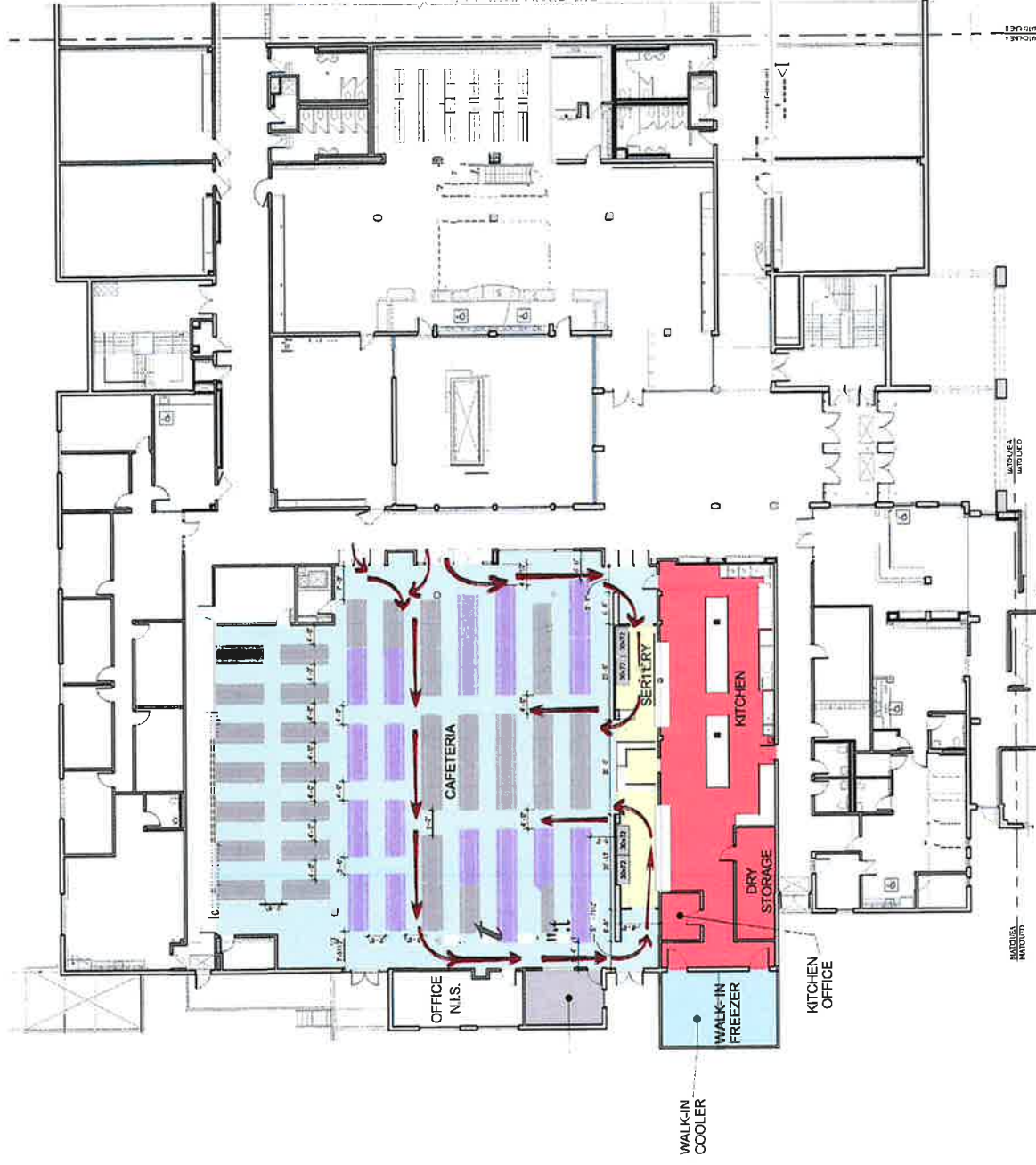
- 35 TABLES OF 10
- 19 TABLES OF 12
- 578 SEATS

## WALK-IN COOLER AND FREEZER

- PROPOSED: 12'x 16' 136 SQ FT EACH
- EXISTING: 16'x 8' 116 SQ FT EACH

## OCCUPANCY

- TOTAL EGRESS CAPACITY: 2,450
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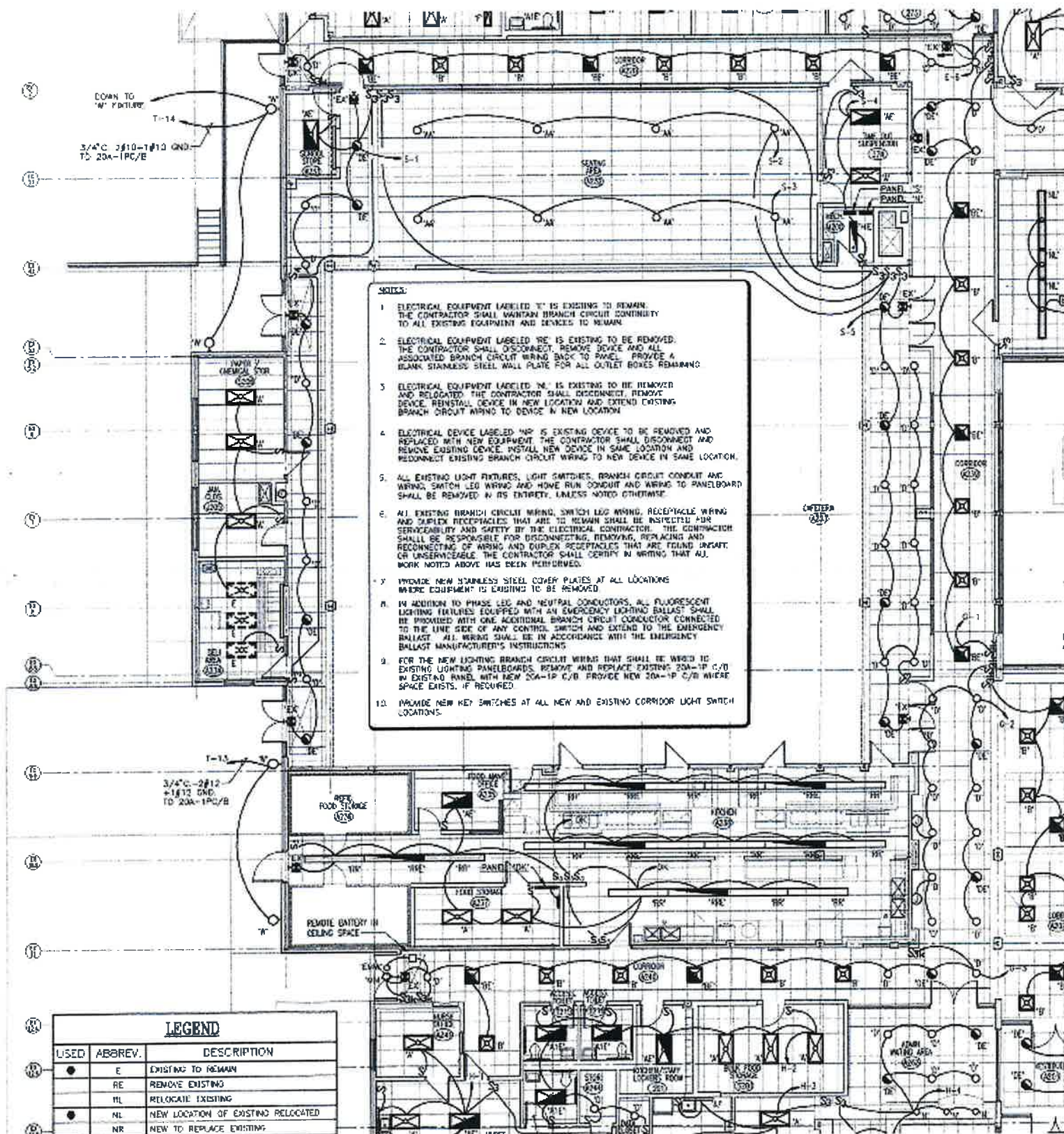
**Appendix D- Current Layout-1997 TEMS CD Drawings Snips**











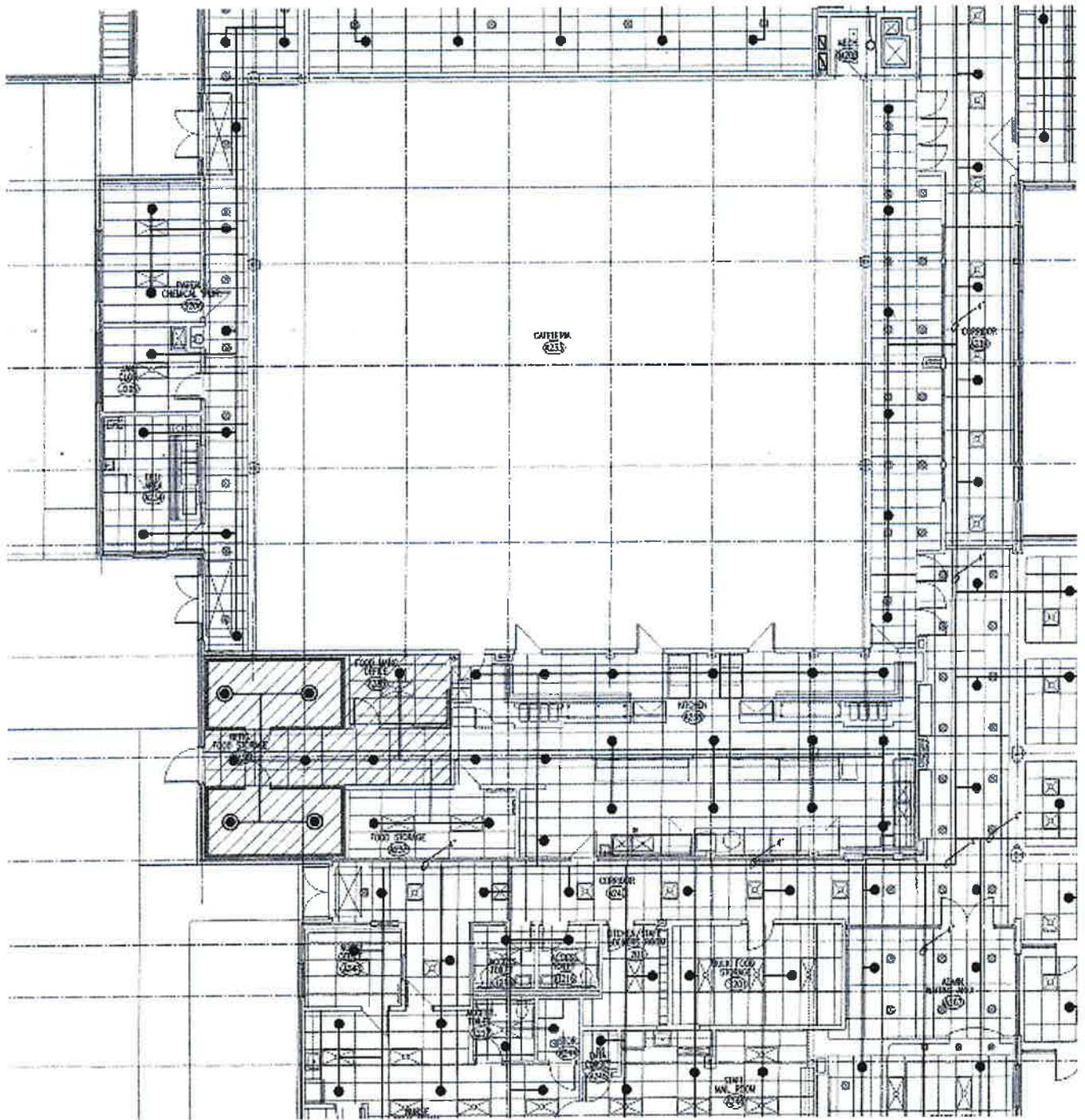
- NOTES:**
1. ELECTRICAL EQUIPMENT LABELED 'E' IS EXISTING TO REMAIN. THE CONTRACTOR SHALL MAINTAIN BRANCH CIRCUIT CONTINUITY TO ALL EXISTING EQUIPMENT AND DEVICES TO REMAIN.
  2. ELECTRICAL EQUIPMENT LABELED 'RE' IS EXISTING TO BE REMOVED. THE CONTRACTOR SHALL DISCONNECT, REMOVE DEVICE AND ALL ASSOCIATED BRANCH CIRCUIT WIRING BACK TO PANEL. PROVIDE A BLANK STAINLESS STEEL WALL PLATE FOR ALL OUTLET BOXES REMAINING.
  3. ELECTRICAL EQUIPMENT LABELED 'NL' IS EXISTING TO BE REMOVED AND RELOCATED. THE CONTRACTOR SHALL DISCONNECT, REMOVE DEVICE, REINSTALL DEVICE IN NEW LOCATION AND EXTEND EXISTING BRANCH CIRCUIT WIRING TO DEVICE IN NEW LOCATION.
  4. ELECTRICAL DEVICE LABELED 'NR' IS EXISTING DEVICE TO BE REMOVED AND REPLACED WITH NEW EQUIPMENT. THE CONTRACTOR SHALL DISCONNECT AND REMOVE EXISTING DEVICE. INSTALL NEW DEVICE IN SAME LOCATION AND RECONNECT EXISTING BRANCH CIRCUIT WIRING TO NEW DEVICE IN SAME LOCATION.
  5. ALL EXISTING LIGHT FIXTURES, LIGHT SWITCHES, BRANCH CIRCUIT CONDUIT AND WIRING, SWITCH LEG WIRING AND HOME RUN CONDUIT AND WIRING TO PANELBOARD SHALL BE REMOVED IN ITS ENTIRETY, UNLESS NOTED OTHERWISE.
  6. ALL EXISTING BRANCH CIRCUIT WIRING, SWITCH LEG WIRING, RECEPTACLE WIRING AND DUPLEX RECEPTACLES THAT ARE TO REMAIN SHALL BE INSPECTED FOR SERVICEABILITY AND SAFETY BY THE ELECTRICAL CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DISCONNECTING, REMOVING, REPLACING AND RECONNECTING OF WIRING AND DUPLEX RECEPTACLES THAT ARE FOUND DEFECTIVE OR UNSERVICEABLE. THE CONTRACTOR SHALL CERTIFY IN WRITING THAT ALL WORK NOTED ABOVE HAS BEEN PERFORMED.
  7. PROVIDE NEW STAINLESS STEEL COVER PLATES AT ALL LOCATIONS WHERE EQUIPMENT IS EXISTING TO BE REMOVED.
  8. IN ADDITION TO PHASE LEG AND NEUTRAL CONDUCTORS, ALL FLUORESCENT LIGHTING FIXTURES EQUIPPED WITH AN EMERGENCY LIGHTING BALLAST SHALL BE PROVIDED WITH ONE ADDITIONAL BRANCH CIRCUIT CONDUCTOR CONNECTED TO THE LINE SIDE OF ANY CONTROL SWITCH AND EXTEND TO THE EMERGENCY BALLAST. ALL WIRING SHALL BE IN ACCORDANCE WITH THE EMERGENCY BALLAST MANUFACTURER'S INSTRUCTIONS.
  9. FOR THE NEW LIGHTING BRANCH CIRCUIT WIRING THAT SHALL BE WIRED TO EXISTING LIGHTING PANELBOARDS, REMOVE AND REPLACE EXISTING 20A-1P C/B IN EXISTING PANEL WITH NEW 20A-1P C/B. PROVIDE NEW 20A-1P C/B WHERE SPACE EXISTS, IF REQUIRED.
  10. PROVIDE NEW KEY SWITCHES AT ALL NEW AND EXISTING CORRIDOR LIGHT SWITCH LOCATIONS.

**LEGEND**

USED	ABBREV.	DESCRIPTION
●	E	EXISTING TO REMAIN
○	RE	REMOVE EXISTING
○	NL	RELOCATE EXISTING
●	NL	NEW LOCATION OF EXISTING RELOCATED
●	NR	NEW TO REPLACE EXISTING

CURRENT EL102A

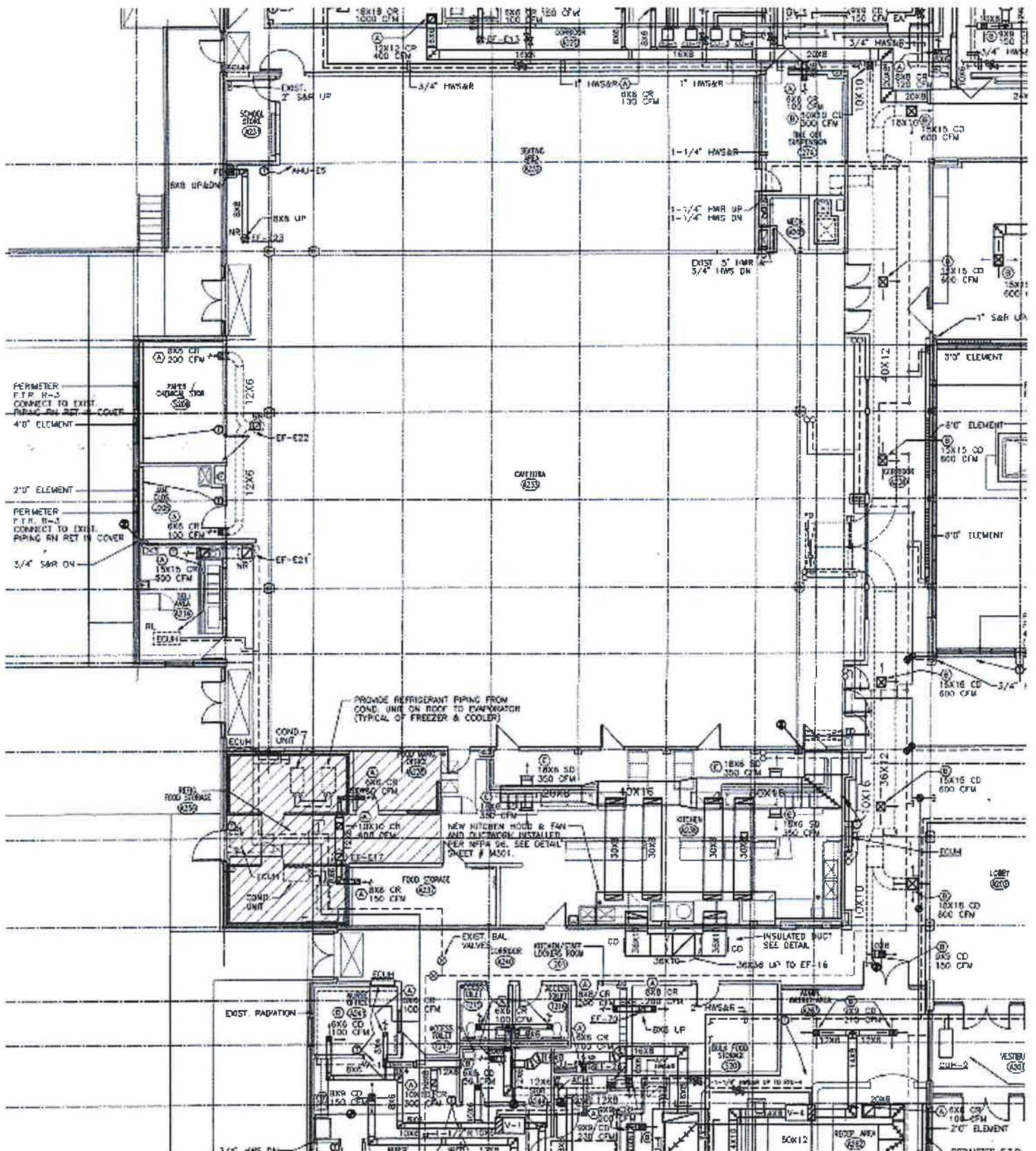




CURRENT

FP102A





Current

M102A



P102A



**South Windsor Public Schools  
Timothy Edwards Middle School  
Cafeteria and Kitchen Alterations  
Request for Proposal**

**Appendix E – Fee Proposal Form**

**South Windsor Public Schools**  
**Request for Proposal for Architectural Design Services for the Timothy Edwards Middle School**  
**Cafeteria and Kitchen Alterations**  
**Appendix E - Fee Proposal Form**

<b>ITEM #</b>	<b>Scope Description</b>	<b>Amount</b>
A.	Development of Construction Documents	\$ -
B.	Bidding Services	\$ -
C.	Pre-Construction Services (e.g. Shop Drawing review, RFI responses, etc.)	\$ -
D.	Construction Administration (Site visits, field reports, etc.)	\$ -
E.	Project Closeout	\$ -
<b>TOTAL FEE:</b>		<b>\$ -</b>

Acknowledge all addenda and Fee above

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Signature by Authorized Officer of Proposing Firm

Note: Discrepancies between the total sum of all items and the Total Fee at the bottom shall be the lower of the two values.