

Request for Proposal

RFP for GENERAL CONTRACTOR
PHASE II CONSTRUCTION
FOR ADDITIONS AND RENOVATIONS
Jonathan Trumbull Jr. House
TOWN OF LEBANON, CONNECTICUT

RFP's are due by: Thursday April 30, 2015 at 3:00 PM

To the SELECTMAN'S OFFICE
At LEBANON TOWN HALL
579 Exeter Road
Lebanon, CT 06249

SHERRI-ANN MARTIN, Ch.
BOARD OF HISTORICAL PRESERVATION FOR THE
JONATHAN TRUMBULL Jr. HOUSE MUSEUM (BHP)
TOWN OF LEBANON

Phase II ADDITIONS AND RENOVATIONS

Jonathan Trumbull Jr. House Museum

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Instructions to Bidders

Contractors are required to visit the site for a mandatory pre-bid meeting and inspection.

The **pre-bid meeting shall be Wednesday April 15, 2015 at 2:00 pm** at the Jonathan Trumbull Jr. House Museum, 780 Trumbull Highway (Route 87), Lebanon, CT.

Town of Lebanon Invitation to Bid for Phase II Construction

The Town of Lebanon is seeking Requests for Proposals for GENERAL CONTRACTOR SERVICES FOR PHASE II CONSTRUCTION FOR ADDITIONS AND RENOVATIONS to the Jonathan Trumbull Jr. House Museum.

- The RFP Description and Requirements may be downloaded free of charge from the Town of Lebanon web site: <http://www.lebanontownhall.org>.
- Questions must be emailed by Thursday April 23, 2015 to firstselectman@lebanontownhall.org. Attn. Sherri-Ann Martin.
- **Deadline for the Proposal submission: Thursday April 30, 2015 at 3:00 p.m.** in the Lebanon Town Hall, Office of the First Selectman, 579 Exeter Road, Lebanon, CT 06249.

Notice to Bidders

A. The Firm will be evaluated and selected based on technical competence, capacity and capability to perform the work within the time allotted, and past record of performance, which will be appropriately weighted in descending order of importance. Preference will be given to those firms with specific experience with Historic Houses additions and renovation projects. The Firm must be licensed and insured in Connecticut.

B Firms responding to this request should be of adequate size and sufficiently staffed to perform the assignment described above. The selected firm must meet all Town of Lebanon, State of Connecticut, and Federal affirmative action and equal employment opportunity practices. All interested firms must submit a complete detailing of the organizational structure under which the firm proposes to conduct business.

C. All proposals shall be submitted in the order stipulated on the RFP and in a clearly marked, sealed envelope using the Bid Return Label provided as designated in the Information for Bidders. All proposals must be received by the Selectman's Office, Lebanon Town Hall, 579 Exeter Road, Lebanon, CT 06249, by **Thursday April 30, 2015 at 3:00 PM**. Responses received after this date will not be considered.

D. The Town of Lebanon reserves the right to waive any defect or any irregularity in the RFP and reserves the right to reject any or all proposals or any part thereof.

E. All bids and proposals are subject to, and must comply with, the equal opportunity and nondiscriminatory provisions set forth in the Affirmative Action Plan of the Town of Lebanon.

F. The Firm, in connection with the Scope of Services described herein, shall perform in a satisfactory and proper manner in accordance with standard architectural practices as used in the industry and as determined by the Town of Lebanon.

G. The Firm will be required to provide the services as described below:

1. Consult with the BHP to determine and confirm any changes in the requirements of the project.
2. Construction documents – three copies of submittals, test results, minutes, and final construction as built documents

H. The Firm shall be required to submit the following information with their proposal, assembled in the order presented:

1. A Letter of Transmittal which shall indicate the firm's interest in the project and a brief summary of their related experience.
2. A detailed statement of the organizational plan proposed including the firm's technical approach to provide the services as specified.
3. Summary of the firm's related experience to include details of their specific experience in Historic Houses additions and renovations projects.
4. Evidence of proper registration(s), licenses(s) and insurance coverage.
5. Firms are requested to limit the information contained in the proposal to only that information as above requested. Proposals containing superfluous information will not be considered.

I. Method of Selection/Criteria for Award

1. The BHP will evaluate qualifications and proposals based on the following criteria:
 - . Firm's experience on similar historic house museum addition and renovation projects;
 - . Firm's qualifications and experience of key personnel;
 - . Technical competence of the firm;
 - . Reputation of the firm based on references;
 - . Technical approach, i.e., the firm's responsiveness to meet or exceed the specifications;

- . Schedule application/validity, i.e., the firm's current workload and ability to provide the services within the time allotted;
- . Professional qualifications of the designated architect;
- . Firm's knowledge of State of Connecticut Building Officials and Code Administrators (BOCA) guidelines;
- . Firm's ability to furnish the required Certificates of Insurance; and Fee proposal.

J. This project is tax exempt.

K. Awarded bidder shall provide a Performance Bond and Labor and Materials Payment Bonds for the full value of the contract.

L. Contract terms shall be per AIA A101 1997.

After review of all factors, terms and conditions, including price, the BHP reserves the right to reject any and all proposals, or any part thereof, or waive defects in same, or accept any proposal deemed to be in the best interest of the Town of Lebanon.

**BID FORM
FOR
GENERAL CONTRACTOR SERVICES FOR
PHASE II ADDITIONS AND RENOVATIONS TO
JONATHAN TRUMBULL JR. HOUSE MUSEUM**

To: Selectman's Office
Town Hall, 579 Exeter Road
Lebanon, Connecticut 06249

Due: **Thursday Thursday April 30, 2015 at 3:00 PM**

Name of Contractor: _____

The Bidder, in compliance with your invitation for Bids for Phase II Additions and Renovations to the Jonathan Trumbull Jr. House Museum, 780 Trumbull Highway, Lebanon, Connecticut, has examined the plans and specifications with related documents and the sites for the proposed work, and being familiar with the conditions surrounding the construction of the proposed work, including availability of materials and labor, hereby proposed to furnish all labor and materials in accordance with the Contract Documents within the time limit herein specified and at the prices stated below.

I have received the following addenda:

Addendum # _____ Date _____
Addendum # _____ Date _____
Addendum # _____ Date _____

These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

BASE BID:

For the work of the Phase II Addition and Renovation to Jonathan Trumbull Jr. House Museum, complete including all labor, materials, services, and equipment necessary for the completion of the Work the sum of:

TOTAL BASE BID PRICE

_____ Dollars (\$)

Alternates

- 1.) Replace existing fire alarm wire. Add:\$ _____

CONTRACTORS ORGANIZATION AND LIST OF SUBCONTRACTORS:

Provide an organization chart of your company, listing key personnel and their responsibilities on this project. Attach resumes of the project manager and field superintendent to be assigned to this project. Include their present assignment within your organization and their responsibilities on this project. Mandatory List of Sub Contractors (attach separate sheet indicating name, address and phone #) to be used for the following trades: or indicate by GC if with own forces.

Fire Alarm:
Mechanical:
Electrical:

UNIT PRICES

S.F. = square foot

The undersigned further proposes and agrees that should the amount of work required be increased or decreased, by a request of the Owner, the following supplemental Unit Prices will be the basic price in place for computing extra cost or credit. Each Unit Price shall include all equipment, tools, labor, permits, fees, etc., incidental to the completion of the work involved for that item. For additional work, each price given below includes the allowance for all costs, overhead and profit for all parties involved in the work. Applicable specification section and detail are referenced.

- 1.) Paint exterior siding (includes labor and material for sanding, primer, and 2 coats of paint) \$ _____/SF
- 2.) Replace exterior siding not identified on drawings \$ _____/SF
- 3.) Laborer Base Rate \$ _____/Hour
- 4.) Carpenter Base Rate \$ _____/Hour

I understand that the Owner reserves the right to reject this Bid, but that this Bid shall remain open and shall not be withdrawn for a period of forty five (45) days after the date prescribed for its opening.

If written notice of the acceptance of this bid is mailed or personally delivered to the undersigned within forty five (45) days after the date set for the opening of this bid, or at any time thereafter before it is withdrawn, the undersigned Bidder will execute and deliver the Contract Documents to the Owner in accordance with this bid as accepted and will also furnish and deliver, to the Owner, all

required Performance and Labor and Materials Payment Bonds and proof of insurance coverage required, all within fifteen (15) days after personal delivery of or deposit in the mail of a notification of acceptance of this Bid.

Milestone Dates

Anticipated Date of Contract Award: May 15, 2015

Commence Jobsite work: June 3, 2015

Substantial Completion: August 15, 2015

On the following dates, tours are scheduled for the building and no work shall occur: May 13, 2015, May 14, 2015, and May 22, 2015

Specific Scope of Work

1. Provide all materials, labor, equipment and services required to complete all restoration work in accordance with the contract documents. This includes, but is not limited to: replace rotted siding, painting, structural supports, lighting upgrades, and HVAC upgrades associated with the scope of work.
2. Provide below work as specified in the Paul B Bailey Architect, LLC report dated February 29, 2012 and as shown on the drawings (all drawings).
3. Provide all accessories as required for a complete installation.
4. Provide all lifts, staging, hoisting, rigging, etc., required to effectuate the Work.
5. Furnish and install an automatic damper in lieu of the existing manual damper in the basement ductwork required to be opened/ closed between the heating/cooling systems. Revise the ductwork to provide 3 different heating/ cooling zones. Zone #1 to be the rear ell addition, zone #2 to be the 1st level of the main building, zone #3 to be the 2nd level of the main building. Paul Bailey Architect Report dated February 29, 2012 Section D.
6. Furnish and install an additional light above the stairs leading to the basement.
7. Furnish and install anti-slip reflective safety strips on the basement stairs and attic stairs.
8. Furnish and install a new fire alarm system designed by a licensed engineer to meet code. Base bid pricing should be based on reusing the existing wiring where possible. Fire alarm shall tie into security system alarm panel. Include the cost for patching and painting any wall or ceiling

penetrations made from this work. Provide an add alternate to replace the existing wire. Paul Bailey Architect Report dated February 29, 2012, Section D, MEP Existing Conditions Report Page 3.

9. Replace deteriorated exterior siding, refer to attached photos for locations. Include proper removal and disposal of lead paint and felt fabric behind siding. Refer to Asbestos and Lead reports. Paul Bailey Architect Report dated February 29, 2012 Section B, page 2, item 5.
10. Scrape, sand, prime, and apply two coats of paint for the north elevation, east ell elevation, south and west elevations. The south side of the rear ell addition and east side of the main building were painted in Phase I.
11. Remove and replace side door entrance to match existing. See attached photos. Furnish and install new awning, posts, door, frame, and hardware. Include priming/ painting of new items.
12. Furnish and install new front door entrance/ portico to match photo of Thomas Lyman IV house in Durham, CT. Furnish and install associated glass, hardware, trim, etc, and include priming. Painting. Furnish and Install proper post supports, foundation, needed, include restoration of lawn around disturbed area.
13. Furnish and install lighting and electrical outlets per Paul Bailey Architect Report dated February 29, 2012, section E Lighting Specifications. Refer to attached lighting schedule and marked up drawing EL-1. Samples of light fixtures to be provided for committee review during the submittal process. Add 2 duplex duplex outlets in display case.
14. Install stone veneer at south side over CMU. Stone to match be equal to New England Stone from Wethersfield Building Supply.
15. Remove and properly dispose of existing windows. Furnish and install new colonial energy efficient fiberglass double hung windows with 12 lights by 12 lights. Windows shall be double pane with full divided lights, with exterior, interior, and within glazing muntins. Glass shall be museum UV glass. Submittals and sample of window to be provided.
16. Remove and replace existing sills at fireplace in the basement. Remove and replace existing interior sill abutting the basement stairs. Include removal and reinstallation of electrical, plumbing, and HVAC attached to the sill. Refer to Paul Bailey Architects report Exhibit B, and drawings and follow similar direction to the exterior perimeter foundation sill replacement. Confirm inclusion of post supporting floor boards.
17. Seal concrete walkway and ramp placed in Phase I with tinted gray concrete sealer. Provide color chart for selection.

18. Insulate pipe under kitchen sink.

Name of Bidder:

Signed by:

Title:

Mailing Address:

State of ()

County of () Ss.

()

On this _____ day of _____, 1998,
personally appeared before me

(*)

Name of Person Signing

(** of)

Title Name of Bidder

Signed of the foregoing bid and acknowledged the same to be his free act and deed** (as such officer and the free act and deed of said corporation)

Notary Public

The bid must be signed by the Bidder if the Bidder is an individual; by one of the partners, if a partnership, by an authorized officer if a corporation. The person signing must state the capacity in which he signs at the place indicated.

** If the Bidder is a corporation the blanks enclosed in parenthesis in the acknowledgment shall be filled with the name of the corporation, corporate seal, and the title of the person signing. If the Bidder is an individual or partnership the parenthesis should be disregarded.

Project PREQUALIFICATION STATEMENT

Enclose is bidders prequalification certificate showing that the bidder has the prequalification (s) and aggregate work capacity required for this contract. In addition to the documents required in the bid, an update statement must be included.

CONTRACTOR'S QUALIFICATION STATEMENT

Submitted by:

Name:

Address:

Corporation:

Partnership:

Individual:

Joint Venture:

Others:

Number of years doing business as a General Construction Contractor: _____

List other names under which organization has operated:

1.

2.

3.

If corporation, answer the following:

Date Incorporated: _____

State of Incorporation: _____

President's Name (s): _____

Vice-president's Name (s): _____

If an individual or a partnership, answer the following:

Date of organization: _____

Name and address of all partners (state whether general or limited partners);

If other than a corporation or partnership, describe organization and name principals:

We normally perform the following work with our own forces:

Have you ever failed to complete any work awarded to your? If so, please note, When?, Where?, and Why?

Within the last five years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract? If so, attach a separate sheet of explanation.

List five projects of similar size, dollar value, and type, completed in the last five years. Include telephone number and name of (owner) contact person involved in project(they will be contacted).

1. _____

2. _____

3. _____

4. _____

5. _____

List Trade References:

List Bank References:

Bid Return Label

Official Bid Documents Enclosed:

RFP

CONSTRUCTION PHASE I

FOR ADDITIONS AND RENOVATIONS

JONATHAN TRUMBULL Jr. HOUSE MUSEUM

Return Date – **Thursday April 30, 2015 at 3:00 PM** at the Selectman's Office, Town Hall, 579 Exeter Road, Lebanon, CT, 06249

Return to:

Selectman's Office

Lebanon Town Hall

579 Exeter Road

Lebanon, CT 06249

0.0 GENERAL CONDITIONS

0.1 OVERVIEW

A. Jonathan Trumbull Jr. House Museum – Jonathan Trumbull Jr. (1740-1809), son of Connecticut's Revolutionary War Governor, served as General George Washington's secretary during the American Revolution and was later governor of Connecticut from 1797-1809. His elegant home with its hand-carved paneling and corner fireplaces is the house where Washington spent the night of March 4, 1781. The house (ca. 1769) is located in the Lebanon Green National Register District, at 780 Trumbull Highway (Route 87), Lebanon, Connecticut. The museum is owned and operated by the Town of Lebanon

B. A Historic Structure Report and Conditions Assessment of the Jonathan Trumbull Jr. House was received from Paul B. Bailey Architect, New Haven, CT. Based on the Report and Assessment (delineating critical preservation, safety and accessibilities issues) the Phase I Additions and Renovations RFP was created.

0.2 Project Description

A. The BHP is seeking Construction proposals for listed additions and renovations to the Jonathan Trumbull Jr. House. The selected Firm shall work directly with the Board of Historical Preservation, Jonathan Trumbull Jr. House (BHP) and the Owner's Representative (OR) to provide construction services for the planned additions and renovations.

B. PROPOSED SCHEDULE

Submission of detailed qualifications and RFP must be received by **Thursday April 30, 2015 at 3:00 PM** at the Selectman's office at Lebanon Town Hall.

Contractor interviews TBD

Selection of contractor and notice to proceed May 15, 2015

Completion date August 15, 2015

0.3 Technical Scope of Work and General Conditions for Phase II - Renovations and Additions to the Jonathan Trumbull Jr. House Museum, 780 Trumbull Highway, Lebanon, CT. This project includes:

1. Provide all materials, labor, equipment and services required to complete all restoration work in accordance with the contract documents. This includes, but is not limited to: replace rotted

siding, painting, structural supports, lighting upgrades, and HVAC upgrades associated with the scope of work.

2. Provide below work as specified in the Paul B Bailey Architect, LLC report dated February 29, 2012 and as shown on the drawings (all drawings).
3. Provide all accessories as required for a complete installation.
4. Provide all lifts, staging, hoisting, rigging, etc., required to effectuate the Work.
5. Furnish and install an automatic damper in lieu of the existing manual damper in the basement ductwork required to be opened/ closed between the heating/cooling systems. Revise the ductwork to provide 3 different heating/ cooling zones. Zone #1 to be the rear ell addition, zone #2 to be the 1st level of the main building, zone #3 to be the 2nd level of the main building. Paul Bailey Architect Report dated February 29, 2012 Section D.
6. Furnish and install an additional light above the stairs leading to the basement.
7. Furnish and install anti-slip reflective safety strips on the basement stairs and attic stairs.
8. Furnish and install a new fire alarm system designed by a licensed engineer to meet code. Base bid pricing should be based on reusing the existing wiring where possible. Fire alarm shall tie into security system alarm panel. Include the cost for patching and painting any wall or ceiling penetrations made from this work. Provide an add alternate to replace the existing wire. Paul Bailey Architect Report dated February 29, 2012, Section D, MEP Existing Conditions Report Page 3.
9. Replace deteriorated exterior siding, refer to attached photos for locations. Include proper removal and disposal of lead paint and felt fabric behind siding. Refer to Asbestos and Lead reports. Paul Bailey Architect Report dated February 29, 2012 Section B, page 2, item 5.
10. Scrape, sand, prime, and apply two coats of paint for the north elevation, east ell elevation, south and west elevations. The south side of the rear ell addition and east side of the main building were painted in Phase I.
11. Remove and replace side door entrance to match existing. See attached photos. Furnish and install new awning, posts, door, frame, and hardware. Include priming/ painting of new items.
12. Furnish and install new front door entrance/ portico to match photo of Thomas Lyman IV house in Durham, CT. Furnish and install associated glass, hardware, trim, etc, and include priming.

Painting. Furnish and Install proper post supports, foundation, needed, include restoration of lawn around disturbed area.

13. Furnish and install lighting and electrical outlets per Paul Bailey Architect Report dated February 29, 2012, section E Lighting Specifications. Refer to attached lighting schedule and marked up drawing EL-1. Samples of light fixtures to be provided for committee review during the submittal process.
14. Install stone veneer at south side over CMU. Stone to match be equal to New England Stone from Wethersfield Building Supply.
15. Remove and properly dispose of existing windows. Furnish and install new colonial energy efficient fiberglass double hung windows with 12 lights by 12 lights. Windows shall be double pane with full divided lights, with exterior, interior, and within glazing muntins. Glass shall be museum UV glass. Submittals and sample of window to be provided.
16. Remove and replace existing sills at fireplace in the basement. Remove and replace existing interior sill abutting the basement stairs. Include removal and reinstallation of electrical, plumbing, and HVAC attached to the sill. Refer to Paul Bailey Architects report Exhibit B, and drawings and follow similar direction to the exterior perimeter foundation sill replacement. Confirm inclusion of post supporting floor boards.
17. Seal concrete walkway and ramp placed in Phase I with tinted gray sealer. Provide color chart for selection.
18. Insulate pipe under kitchen sink.

ADDITIONAL INFORMATION

A Mandatory Prebid Meeting - A mandatory prebid is scheduled for **Wednesday April 15, 2015 at 2:00 pm**

Bidders are required to attend the prebid meeting to familiarize themselves with existing conditions and the scope of this project. Bidders shall become fully acquainted with conditions, including concealed conditions, relating to construction and labor so that they may fully understand the facilities, difficulties and restrictions of this project.

Bidders shall thoroughly examine and be familiar with the preliminary program and background drawings related to this project.

The failure or omission of any bidder to examine any addendum or other documents shall in no way relieve any bidder from any obligation with respect to their bid or the contract.

Questions

No oral interpretations shall be made to any respondent as to the meaning of any of these documents or to be effective to modify any of the provisions of this request. Every request for an interpretation shall be made in writing. Questions shall be sent via email to firstselectman@lebanontownhall.org . Att. Sherri-Ann Martin. Deadline Thursday April 23, 2015

The BHP Chairman will arrange as addenda, which shall become a part of the contract, all questions received as above provided and the decision regarding each. At least five (5) days prior to the receipt of bid proposals, the BHP Chairman will send a copy of these addenda to each of those who attended the mandatory prebid.

Non-receipt of said addenda shall not excuse compliance with said addenda. It is the responsibility of each respondent to determine whether any addenda have been issued, and if so, whether he/she has received a copy of each.

No alleged "verbal interpretation" shall be held valid. Any addenda issued during the bidding period shall supersede previous information.

Receipt of Proposals

Firms shall be required to submit nine (9) copies (1 color, 8 black and white) and a PDF copy on CD of their proposal for these services to the Selectman's Office, Lebanon Town Hall by the time and date specified.

Proposals must be signed and submitted in an envelope using the bid return label included in this RFP. Proposals will be stamped with date and time when received by the Selectman's Office at the Lebanon Town Hall. Proposals will be stored securely until the BHP sets special meeting dates for proposal opening and review.

Evaluation and Selection

The BHP shall review all proposal documents received and short list or reduce the number to the most qualified firms to interview for the project. Selected firms shall then be notified in writing. Bidders who are not invited to participate in this interview process shall be notified in writing.

The BHP will schedule the time and location of the interviews. Firms selected to interview shall prepare an oral presentation not to exceed thirty (30) minutes followed by a question and answer period. The BHP may opt to hold second interviews with two or more finalists.

All finalists will be notified in writing of the final firm selection following BHP approval.

INSURANCE REQUIREMENTS

A. General Requirements

The FIRM shall be responsible for maintaining insurance coverage in force for the life of this contract of the kinds and adequate amounts to secure all of the FIRM'S obligations under this contract with an insurance company(ies) with an AM Best Rating of A-VIII or better licensed to write such insurance in the State of Connecticut.

The insurer shall provide the Town of Lebanon with original completed Certificates of Insurance signed by an authorized representative of the insurance company(ies) prior to purchase order/contract issuance. The FIRM also agrees to provide replacement and/or renewal certificates at least thirty (30) days prior to the expiration of each policy.

Such insurance or renewals or replacements thereof shall remain in force during the FIRM'S responsibility under this contract.

The FIRM, at their own cost and expense, shall procure and maintain all insurances required and shall name the Town of Lebanon and the Board of Historical Preservation for the Jonathan Trumbull Jr. House Museum as Additional Insured on all contracts, except Workers' Compensation and Professional Errors & Omissions coverage. Coverage is to be provided on a primary, noncontributory basis. Upon request, the FIRM shall provide a copy of the policy endorsement confirming the additional insured status of all parties required to be named in accordance with the terms of this contract.

The Trade Contractor hereby agrees to defend, indemnify and hold the Owner Representative and the Owner harmless from and against any and all claims which arise out of or result from the Trade Contractor's negligence, errors, acts or omissions in the performance of the design or construction services required under this Agreement.

B. Specific Requirements

1. Workers' Compensation Insurance

The FIRM shall provide Statutory Workers' Compensation Insurance, including Employer's Liability with limits of:

\$100,000 Each Accident

\$500,000 Disease, Policy Limit

\$100,000 Disease, Each Employee

2. Commercial General Liability Insurance

The FIRM shall carry Commercial General Liability insurance (Insurance Services Offices Incorporated Form CG-0001 or equivalent). A per occurrence limit of \$1,000,000 is required. The Aggregate Limit will be not less than \$1,000,000. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

3. Business Automobile Liability Insurance

If applicable, the FIRM shall carry Business Automobile Liability insurance (Insurance Services Office Incorporated Form CA-00001 or equivalent). A combined single limit each accident of \$1,000,000 is required. "Any Auto" (symbol 1 or equivalent) is required. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

4. Professional Liability Insurance

The FIRM shall carry Professional Liability Insurance in an amount of not less than \$1,000,000.

GENERAL REQUIREMENTS – Division 1

01010 Workmanship

- A. Workmanship by the Contractor shall be in accordance with the standards of the trade and of the highest quality performed by skilled experienced tradesmen.

01019 Contract Considerations

A.Warrantee: All workmanship and materials shall be guaranteed for a minimum period of one year after final acceptance by the Board. The Contractor at no expense to the Board shall correct necessary warrantee repairs or replacements. If, after proper notification, the required repairs or replacements are not corrected by the Contractor, the Board shall have required corrections performed by others and all expenses incurred shall be forwarded to the Contractor. All materials shall be first quality and of a type approved for use in the project herein specified. They shall be delivered in their original, unopened containers with the approved manufacturer's identification and stored along with the Contractor's tools and equipment in an area designated by the BHP. Any and all warranties, as-builts, service manuals, diagrams, and instructions associated with the project shall be turned over to the BHP Representative.

B.The Contractor shall provide a Material Safety Data Sheet (MSDS) for all products to be used at the time material/equipment cut sheets and shop drawings are submitted for review. Non-receipt of the MSDS for any product proposed for use will delay the job from starting. Compliance with all BHP Safety Programs is mandatory. All State of Connecticut, OSHA, and related safety compliance directives are hereby made a part of this specification to the same extent as if written out herein in full to the extent that such recommendations are not in conflict with applicable codes.

C. The Contractor shall execute every precaution in protecting BHP (Town of Lebanon, CT) property and equipment and shall repair and/or replace damaged items at no charge to the Board. The Contractor shall provide a total cleanup of the sites.

D. The Contractor is responsible for total coordination of all aspects of the job until final acceptance. The Contractor shall be solely responsible for damages, losses or liability due to theft or vandalism. The Contractor shall be responsible for the protection of BHP (Town of Lebanon, CT) property during the completion of all work on BHP (Town of Lebanon, CT) property.

01039 Coordination and Meeting

- A. The BHP Owner Representative will be **TBD**, telephone **TBD**.
- B. The Contractor shall provide an on-site experienced supervisor with responsibility for all aspects of the job and supervision of sub-contractors at all times during daily job performance. All work shall be performed with the appropriately licensed personnel as required by the state and local authorities.

01045 Cutting and Patching

1.01 QUALITY OF CUTTING AND PATCHING WORK

- A. All work is to appear as if it was completed during original construction. All equipment shall be located as closely as possible to location indicated on drawings, however locations shall be adjusted in field to minimize cutting and patching of exposed materials. Conduit, piping, duct work, wiring and apparatus shall be concealed from view in all occupied spaces but may be exposed in mechanical, storage, janitorial and equipment spaces.
- B. All existing exposed materials which must be cut or removed for installation of new systems and materials shall be replaced or repaired to match existing materials as closely as practical.
- C. Successful bidder shall, within 15 days of the contract signing, and prior to beginning the work, carefully examine the existing conditions and mark up one copy of the plans indicating preferred location of equipment and routing of conduit, piping, duct work and wiring to minimize cutting and patching. He shall then arrange a meeting on site with the OR to review these locations and extent of cutting and patching. He shall not proceed with the Work until these plans are approved.

1.02 SUBMITTALS

- A. Submit written request in advance of cutting or alteration which affects:
 - 1. Structural integrity of any element of Project.
 - 2. Integrity of weather exposed or moisture resistant element.
 - 3. Efficiency, maintenance, or safety of any operational element.
 - 4. Visual qualities of sight exposed elements.
 - 5. Work of Owner or separate contractor.
- B. Include in request:
 - 1. Date and time work will be executed.

2.01 MATERIALS

- A. Primary Products: Those required for original installation.
- B. Product Substitution: For any proposed change in materials, submit request for substitution under provisions of Section 01600.

3.01 EXAMINATION

- A. Inspect existing conditions prior to commencing Work, including elements subject to damage or movement during cutting and patching.
- B. After uncovering existing Work, inspect conditions affecting performance of Work.
- C. Beginning of cutting or patching means acceptance of existing conditions.

3.02 PREPARATION

- A. Provide temporary supports to ensure structural integrity of the Work. Provide devices and methods to protect other portions of Project from damage.
- B. Provide protection from elements for areas which may be exposed by uncovering work.

3.03 CUTTING AND PATCHING

- A. Execute cutting, fitting, and patching including excavation and fill to complete Work.
- B. Fit Products together, to integrate with other work.

3.04 PERFORMANCE

- A. Execute work by methods to avoid damage to other Work, and which will provide appropriate surfaces to receive patching and finishing.
- B. . Cut rigid materials using masonry saw or core drill. Pneumatic tools are not allowed without prior approval of BHP.
- D. Restore work with new Products in accordance with requirements of Contract Documents.
- E. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- F. At penetrations of fire rated walls, partitions, ceiling, or floor construction, completely seal voids with fire rated safety material.
- G. Refinish surfaces to match adjacent finish.
- H. Include all necessary provisions to preserve the integrity of the structure as it may be bearing on the center chimney. Include all necessary provisions to preserve the integrity of all utilities. Insure after jacking-up of structure that all interior and exterior systems are tight and operating as they were in original condition. **Each Contractor must submit a narrative of how this section will be executed.**

01300 Submittals

- A. The Contractor shall perform change orders upon receiving written notification by the Board only. The Contractor shall be allowed a 4% markup for overhead and 8% markup for profit.
- B. Any and all licenses or permits required shall be obtained and paid for by the Contractor.

01600 Material and Equipment

- A. The Contractor shall furnish all labor, tools, equipment, and material in accordance with state and local building codes for the completion of the project.

01700 Contract Closeout

- A. Town of Lebanon / BHP reserves the right to cancel any project at any time if it deems it to be in the best interest of the Town.
- B. The Contractor shall submit proof that all the sub-contractors have been paid before submitting their final payment request.

001921 Selective Demolition

- A. The work of this section includes, but is not limited to, the demolition and removal from the site of existing construction, materials and systems as indicated on Drawings. General items to be demolished include the following:
 - 1. Removal of concrete, doors and other areas as indicated.
 - 2. Removal/replacement of designated flooring.
 - 3. Coring and cutting of existing floor system.
 - 4. Temporary protection of adjacent building improvements during demolition work.
 - 5. Removal of Doors and Door Frames.
- B. Occupancy: Areas to be demolished will be unoccupied prior to start of work.
- C. Condition of Structures: Owner assumes no responsibility nor makes any claim as to the actual condition or structural adequacy of any existing construction to be demolished. The Contractor shall investigate and assure himself of the condition of the work to be demolished and shall take all precautions to ensure safety of persons and property.
- D. Salvage: Items of value which are not indicated to be returned to the Owner or reused on this project shall become the property of the Contractor. Storage or sale of items on the project site is prohibited.
 - 1. Items indicated to be salvaged shall be removed with extreme care to prevent damage. All components and parts of salvaged items shall be saved and packaged. Store salvaged items as directed by OR.
- E. Traffic: Conduct operations and removal of debris to ensure minimum interference with the normal use of public passages and other adjacent facilities. Do not close or obstruct traffic ways, corridors, streets, walks or other used facilities without the written permission of the Owner and authorities having jurisdiction.
- F. Dust Control: Take special care to control dust to avoid creating a nuisance. Obtain OR's approval of means, methods and techniques used to control dust and noise.
- G. Utilities: Maintain all utilities except those requiring removal or relocation. Keep utilities in service and protect from damage. Do not interrupt utility serving used areas without

first obtaining permission from the Building Owner. Provide temporary services as set forth in "General Requirements".

H. Submittals

a. Submit detailed schedule indicating proposed methods and operations to be used in demolition. Include information for disconnecting utilities and legal disposal of refuse.

I. Doors and Frames: Where doors and frames are indicated to be removed from walls or partitions which are to remain, remove doors and frames carefully so as to minimize damage to wall. Repair and patch wall as necessary to accommodate new work.

1. Create subfloors and substrates suitable for installation of new work.

2. Upon completion of demolition work, all spaces and surfaces shall be broom clean and all nails, wires, hangers, and other items shall be removed down to bare substrates.

J. Remove all debris from site and dispose of legally. Burning on site is not permitted.

DIVISION 6
SECTION 06100 Carpentry

1.01 WORK INCLUDED

- A. Miscellaneous wood framing.
- B. Furring and blocking.
- C. Plywood backer boards.

1.02 SUBMITTALS

- A. Product Data:
 - 1. Submit product data, for each type of lumber use, in accordance with Contract Conditions identified with quality grade, type of finish and species of wood.

1.03 DELIVERY

- A. Immediately upon delivery to job site, place materials in area protected from weather.

2.01 MATERIALS

- A. Lumber - for rough carpentry
 - 1. Framing lumber, any commercial soft wood species except as noted.
 - a. Light framing.
 - 1. Plates, blockings, bracings, furring, and nailers: utility grade.
 - 3. Plywood
 - a. Exterior grade: 3/4 inch thick and 1/2 inch thick

3.01 INSPECTION

- A. Verify that surfaces to receive rough carpentry materials are prepared to required grades and dimension.

3.02 INSTALLATION

A. Blocking:

1. Wedge, align, and anchor blocking with countersunk bolts, washers and nuts or nails.
2. Locate blocking to facilitate installation of finishing materials, fixtures, and specialty items.

B. Pressure Treated Wood Products

1. Fire retardant treated wood shall be used for all interior rough carpentry.
2. Wood blocking to be used and in contact with roofing shall be preservative treated in accordance with roof system manufacturer.