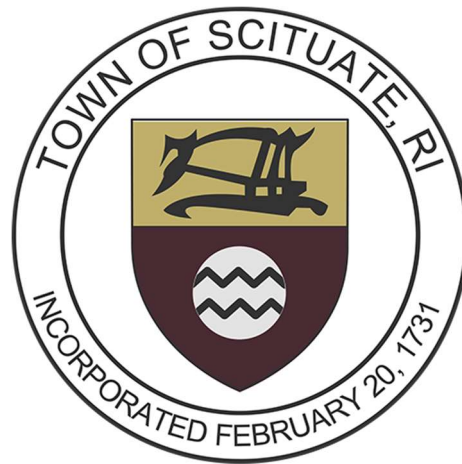


BID PACKAGE
FOR
**EXTERIOR REPAIRS
AND PAINTING OF THE
HISTORIC SCHOOLHOUSE
CLAYVILLE, RI**

Bid # SCIT047

TOWN OF SCITUATE
DEPARTMENT OF PUBLIC WORKS



SEPTEMBER 2023

TABLE OF CONTENTS

INVITATION TO BID

SCOPE OF WORK

BID CONDITIONS AND CONTENT

BID FORMS

SPEC SECTION 01000- GENERAL REQUIREMENTS

SPEC SECTION 06100- EXTERIOR REPAIRS NARRATIVE

SPEC SECTION 09900- PAINTING

ADDITIONAL BIDDER QUALIFICATIONS

**INVITATION TO BID
EXTERIOR PAINTING AND REPAIRS
TO THE CLAYVILLE SCHOOLHOUSE**

AWARDING AUTHORITY: TOWN OF SCITUATE
DEPARTMENT OF PUBLIC WORKS
1 LINCOLN CIRCLE
NORTH SCITUATE, RI 02857

Sealed lump sum bids are invited from Contractors for the EXTERIOR PAINTING AND REPAIRS TO THE CLAYVILLE SCHOOLHOUSE AT 479 FIELD HILL ROAD, CLAYVILLE RI.

The Awarding Authority will receive BIDS from the afore-mentioned Contractors until 10:00 a.m. EST on Friday, September 29, 2023 at the TOWN HALL, Town of Scituate, 195 Danielson Pike, Scituate, Rhode Island. Bids will be opened publicly at the Scituate Town Hall and read aloud at 10:15 am EST. Interested parties are invited to attend by registering with the Purchasing Agent Karen Beattie at kbeattie@scituateri.org Individuals requesting interpreter services for the hearing impaired should call the Town Clerk at 647-2822, 72 hours in advance of the bid opening.

Specifications are included herein. The bidding documents are also available online at www.scituateri.org.

The Awarding Authority reserves the right to waive irregularities and to reject any or all bids, wholly or in part, to waive any informalities or defects in any or all bids and to make awards deemed in the best interest of the TOWN OF SCITUATE.

Certificates of liability insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work. These certificates and the insurance policies shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner.

Attention is called to the fact that not less than the prevailing wage rates shall be paid on this Project, as well as the bidder's required complete compliance with all prevailing wage rules, regulations and statutes. Attention is also called to the requirements relating to Workmen's Compensation and Equal Employment Opportunities.

The Successful Bidder shall, to secure the faithful intent of this bid, furnish to the Town payment surety, in the form of a Payment Surety Bond, which shall be issued by a reputable bonding company authorized to issue such payment surety bond in the State of Rhode Island and acceptable to the Town.

The Successful Bidder shall furnish to the Town a Performance Surety Bond in the amount of the Contract, which bond shall be issued by a reputable bonding company authorized to issue such performance surety in the State of Rhode Island and acceptable to the Town. The Performance Surety Bond shall be delivered to the Town prior to the commencement of work.

Bids shall be delivered in sealed envelopes marked "EXTERIOR SCHOOLHOUSE REPAIRS AND PAINTING". All bidders shall be duly certified with RI DEM for Exterior Lead Paint Removal.

SCOPE OF WORK

Scope of work includes replacement of defective or damaged trim or clapboards, proper prep and priming of entire exterior, and proper finish coating of exterior. Detailed scope may be found elsewhere in this RFP.

BID CONDITIONS AND CONTENT

1. Bids shall be signed by a duly authorized agent or official of the contractor / vendor who has legal authority to bind the company and must clearly identify the scope of services and proposed time frame for completion. Incomplete bid forms may be cause for disqualification of the bid.
2. Bids that are renumbered or re-sequenced may be cause for rejection if all information cannot be easily found and identified. Bidders wishing to re-word or re-format the enclosed documents should do so in an addendum identifying the pages or sections to be changed.
3. Bids must be submitted with three (3) complete copies.
4. Bids must be submitted in a sealed envelope clearly marked, so as to guard against opening prior to the appointed time, with the:

NAME OF THE BIDDER

ADDRESS OF THE BIDDER

WORDS "BID DOCUMENTS FOR: CLAYVILLE SCHOOLHOUSE EXTERIOR PAINTING AND REPAIR, BID #SCIT-047, AND DATE OF THE BID

5. If mailed, the sealed envelope containing the proposal shall be marked as stated above and shall be enclosed in another envelope properly addressed for mailing.
6. Within a reasonable time after the bid opening, the TOWN OF SCITUATE, RHODE ISLAND, (herein after referred to as the TOWN) shall act on the award of a contract for the project.
7. The TOWN reserves the right to withdraw this request at any time based on available funding.
8. The TOWN shall be the sole judge as to whether any bid complies with these specifications, and such a decision shall be final and conclusive. Bidders shall state any exceptions taken to the bid specifications.
9. **THE TOWN RESERVES THE RIGHT TO REJECT ANY, OR PART, OF ALL BID PROPOSALS; WAIVE ANY INFORMALITIES AND TECHNICALITIES; AND TO ACCEPT THAT BID WHICH THE TOWN COUNCIL DEEMS TO BE IN THE BEST INTEREST OF THE TOWN, WHETHER OR NOT IT IS THE LOWEST DOLLAR BID.**
10. Proposals submitted in unmarked envelopes, which are opened by the TOWN in its normal course of business, will not be accepted. If time permits, the proposal may be returned to the bidder informing them that the proposal may be resubmitted in a sealed envelope properly marked as indicated above.
11. Bid prices shall not include any sales, excise or other taxes for which the TOWN is not liable. All bidders shall honor their properly submitted bid for a period of sixty (60) days subsequent to date of bid opening, without escalation.

12. Tax Compliance – Successful bidder shall be required to submit a current W-9 form in conformance with the attached sample, affirming current reporting compliance with all relevant jurisdictions.
13. Consideration in the awarding of the CONTRACT will be given to price, experience and competence of the bidder, the nature and size of the bidder’s organization, and quality of similar projects it has performed and completed in the past and a determination by the TOWN that the COMPANY has the ability to complete the work.
14. Insurance – Before commencement of the contract services, the Contractor shall obtain and maintain throughout the term of this contract, the following insurance written by a company qualified to do business in the State of Rhode Island and satisfactory to the Town.

The Contractor agrees to defend, indemnify, protect, save and keep harmless the **Town of Scituate** from any and all loss, cost, damage or exposure arising from the negligent acts or omissions of the Contractor in undertaking this project. Proof of insurance must be supplied to the Town of Scituate thirty (30) days prior to the beginning of the term of contract, and then on an annual basis throughout the remainder of the contract’s terms. All insurers of the Contractor shall be notified that a copy of any notice of cancellation shall be sent to the Town of Scituate.

- a. **General Liability** The Contractor will maintain in full force at all times during this engagement General Liability (including products and completed operations) insurance in the minimum amount of \$1,000,000 per occurrence for all damages on account of personal injuries and/or property damage arising out of an occurrence. If the Contractor’s General Liability Policy is subject to an Annual Aggregate, said Aggregate must be in multiples of the per occurrence limit of liability. The Contractor will provide evidence of its General Liability policy to the **Town of Scituate** naming the **Town of Scituate** as an additional insured to the policy.
- b. **Auto** The Contractor will maintain in full force at all times during this engagement Auto Liability insurance covering all owned vehicles, hired vehicles, or non-owned vehicles in the minimum amount of \$1,000,000 per occurrence for all damages on account of personal injuries and/or property damage. The Contractor will provide evidence of its Auto Liability policy to the **Town of Scituate** naming the **Town of Scituate** as an additional insured to the policy.
- c. **Workers’ Compensation** The Contractor will maintain in full force at all times workers' compensation insurance for all labor employed on the project. Workers' Compensation coverage must meet the statutory obligations of the State and Employer’s Liability coverage shall be provided at \$500,000/\$500,000/\$500,000. Contractor shall supply evidence of the same to the **Town of Scituate**.
- d. **Professional Liability** The Contractor will maintain in full force at all times during this engagement Professional Liability insurance in the minimum amount of \$1,000,000 per occurrence for all damages on account of personal injuries and/or property damage arising out of an occurrence. If the Contractor’s Professional Liability Policy is subject to an Annual Aggregate, said Aggregate must be in multiples of the per occurrence limit of liability. The Contractor will provide evidence of its Professional Liability policy to the **Town of Scituate**.

15. SURETY BOND REQUIRED: YES: NO:

If required, the COMPANY shall, to secure the faithful intent of this bid, furnish to the TOWN surety, in the amount of five per cent (5%) of the total dollar bid in the form of a Bid Surety Bond or a Certified Check made payable to the “TOWN OF SCITUATE”. If a Bid Bond is submitted, it shall be issued by a company authorized to issue such surety bond in the State of Rhode Island and acceptable to the TOWN.

16. PERFORMANCE BOND REQUIRED: YES: NO:

The Successful Bidder shall furnish to the TOWN a Performance Surety Bond in the amount of the CONTRACT, which bond shall be issued by a reputable bonding company authorized to do such business in the State of Rhode Island and acceptable to the TOWN. Said bond shall be in the form satisfactory to and approved by the TOWN. The performance bond shall be delivered to the Town prior to the commencement of work. The bond shall include the appeal requirements of these PROJECT SPECIFICATIONS.

17. The COMPANY must bid the project as outlined in the CONTRACT and PROJECT SPECIFICATIONS. If the COMPANY proposes to perform any optional work or to substitute any part of the PROJECT SPECIFICATIONS, such options and/or substitutions must be explained in detail and the amount of additional or reduction in cost must be listed.
18. The following items shall also be included with the bid:
 - Personnel Roster
 - Client list for past five (5) years including current projects
 - Statement of Qualifications
 - Name and resume of project manager
 - Non-Collusive Bid Statement
19. Each bidder must inform themselves of the conditions relating to the specifications of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of their obligation to furnish all material and labor necessary to carry out the provisions of this CONTRACT. At the time of opening of the bids, each bidder will be presumed to have read, and to be thoroughly familiar with, the plans and CONTRACT documents (including all addenda). The failure or omission of any bidder to examine any form, instrument or document shall in no way relieve any bidder from any obligation in respect to this bid.
20. The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances and the rules and regulations of all authorities having jurisdiction over performance of the project shall apply to the CONTRACT throughout, and they will be deemed to be included in the CONTRACT the same as though herein written out in full.
21. **Prevailing Wage** – Successful bidder shall be required to furnish completed certificate guaranteeing payment of prevailing wage and indemnifying the Town of Scituate, Rhode Island from any loss whatsoever arising from failure to pay prevailing wage in conformance with the attached sample.
22. **COMPLETION DATE AND TIME SCHEDULE:**
 - A. Awarding of Contract
Within a reasonable time after the opening of the bids, the TOWN shall award a contract for the project. **The Town reserves the right to reject any and all bids as previously stated.**
 - B. Signing the Contract
Within thirty (30) days after the receipt of notice of acceptance by the TOWN of its proposal, the COMPANY shall execute with the TOWN a CONTRACT upon the basis of these specifications.
The COMPANY shall commence work within thirty (30) days of the signing of said CONTRACT.

BID FORM

CONTRACTOR'S NAME _____

TO THE AWARDING AUTHORITY:

A. The undersigned proposes to furnish all labor and materials including handling, transportation and delivery, required for EXTERIOR PAINTING AND REPAIRS FOR THE CLAYVILLE SCHOOLHOUSE IN CLAYVILLE, RI in accordance with the Contract Documents.

B. This Bid includes (if applicable):

Addendum No. 1 dated _____

Addendum No. 2 dated _____

C. THE PROPOSED NOT-TO-EXCEED PRICE FOR THE WORK, INCLUDING ALL FOUR SIDES OF BUILDING) IS:

_____ DOLLARS

(Written)

(\$ _____),

(figures)

D. The undersigned expressly acknowledges that they have examined the Contract Documents, that they have informed themselves completely of all conditions pertaining to the Work for which this Bid is made, that they have examined the site of the proposed Work, that they are acting in good faith, without fraud, collusion or connection with any other persons proposing to provide the same services, and that they are making this Bid on their own examination and estimates. As used in this subsection, the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

- E. The undersigned hereby certifies that he or she is able to furnish labor that can work in harmony with all other elements of labor employed to be employed on the work.

(FIRM NAME)

(SIGNATURE)

(MAILING ADDRESS)

(CITY/STATE/ZIP)

(TELEPHONE NUMBER/FAX NUMBER)

- F. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

END OF DOCUMENT

SECTION 01000

GENERAL REQUIREMENTS

Part I - STATEMENT AND SCOPE OF WORK

1.01 Work to be Performed:

The work to be performed without limiting the generality thereof, consists of furnishing all labor, tools, materials and equipment required for the work described in these specifications.

1.02 Standards:

The removal of loose, peeling, blistered, etc. paint shall be done in accordance with the standards and requirements set forth in Rhode Island Department of Environmental Management "Air Pollution Control Regulation No. 24 - Removal of Lead Based Paint from Exterior Surfaces", amended as of July 19, 2007.

1.03 Governing Laws:

These construction documents and the joint and several phases of construction hereby contemplated are to be governed, at all times, by applicable provisions of all Federal and State of Rhode Island laws, including, but not limited to, the latest amendments thereto of all applicable rules, regulations, and statutes.

1.04 Owner's Utilities Uninterrupted

Maintain utility services to existing building which will be in continuous use during the project. Notify Owner 72 hours in advance of any required utility shut offs. Shut offs shall be limited to the minimum required. Utilities shall not remain shut off overnight or at any time on weekends.

I.OS Permit Fees:

No Permit fees will be required.

1.06 Qualification of Bidders:

All bidders must have a minimum of three (3) years' experience with similar projects, specifically the preparation, cleaning and protection of exterior wood surfaces of historic building.

The successful Bidder will be required to submit a minimum of two (2) previously completed, similar projects with related references.

SECTION 06100 EXTERIOR REPAIRS

Narrative- Carefully inspect all exterior material, including clapboards, standing/running trim, friezes, casings, mullions/muntins, jambs, etc. Mark for replacement any item that presents with rot, delamination, checking or cracking, punkiness, or any other condition that would render it unsuitable. Pay special attention to any area that may provide ingress to the building for wild animals- these areas must be permanently sealed with new material.

The successful bidder understands that all areas of the building envelope must be brought into compliance, including doors, windows, vents, etc; and repairs are understood to include sash and glass if necessary.

Utilize only suitable species for replacement trim, clapboards, fascia, etc. Redwood or Western Red Cedar are moisture resistant and also resist insect activity. Use only stainless-steel fasteners. Back prime all replacement pieces prior to installation, and fully face-prime each visible area. Carefully caulk any contact with similar or dissimilar surfaces prior to applying finish coat (s) of paint.

SECTION 09900 - PAINTING

PART I-GENERAL

1.01 Related Documents:

- A. General provisions Section 01000 apply to work of this section.

1.02 General Provisions:

- A. After inspecting existing conditions at the site, examine the various sections of the Specifications and be thoroughly familiar with all provisions regarding the preparing and painting work included herein.

1.03 Work To Be Performed:

- A. Items To Be Painted: The following list indicates items to be painted.
 - 1. All Clapboard & Siding
 - 2. Corner boards, Trim & Water Boards
 - 3. Doors, Frames & Casing
 - 4. Window Casing & Sashes
 - 5. All Ornamental Trim, Sunburst, Coins, etc.
- B. Prepare all existing exterior surfaces, as required to properly receive new coatings:
 - 1. Removal of all loose, flaking, cracked or blistered paint, thoroughly washing and rinsing all opaque coatings and spot priming bare surfaces with first coat material specified for similar new surfaces.

1.04 Submittals:

- A. Submit the following:
 - 1. Literature: Manufacturer's complete product data and specifications for each type of coating to be applied hereunder, including material compositions, recommended application procedures and product limitation.
- B. Do not commit to ordering materials until all required submittals have been made and approval of the Owner has been received.

Part 2 - PRODUCTS

2.01 EXTERIOR COATINGS

- A. All bare wood exposed, or exposed by the required paint removal preparation shall receive one-coat of Trouble Shooter Alkyd-Linseed oil based primer, or an approved equal. Color to be white.
- B. All clapboard siding shall receive 2 coats of Sherwin Williams Exterior Paint, or an approved equal. Color to be white, flat finish
- C. All other exterior surfaces - such as trim, corner boards, casings, etc. shall receive two (2) coats of Sherwin Williams Exterior Paint, or an approved equal. Color to be white, satin finish.

Part 3 - EXECUTION

3.01 PROTECTION DURING PAINT REMOVAL AND PREPARATION

- A. Comply with Rhode Island D.E.M. "Air Pollution Control Regulation No. 24" - the Removal of Lead Based Paint From Exterior Surfaces; the Regulation is available on the RI D.E.M. website or at the Scituate Department of Public Work.
- B. Impenetrable ground coverings are required by the Regulations; refer to the Regulation for further specifics and complete requirements.

3.02 PROTECTION DURING PAINTING

- A. Furnish and lay suitable drop cloths in all areas where coating work is being done to protect other surfaces from damage during the work.
- B. The Contractor will remove and replace all finish hardware applied to doors. Do not paint around hardware except locking hardware on exterior doors which will remain in place.
- C. At the completion of work in such area, remove all coating spots from all surfaces, including finish hardware. Do not use abrasive paper or abrasive cleaner on hardware

3.03 USE OF MATERIALS

- A. Deliver all materials in manufacturer's original sealed containers, bearing the manufacturer's standard label, indicating type and color. Deliver sufficient quantities of materials in advance of the time needed, in order that work will not be delayed.
- B. Before application, thoroughly stir all canned materials, unless otherwise directed by the manufacturer of the specific coating used, to ensure uniformity of color and mass, and all skins, coating lumps and other foreign matter, by straining. Apply materials without reducing or thinning, except as otherwise recommended by the specific material manufacturer, and then only with the approval of the Owner.

3.04 WORKMANSHIP

- A. Perform no work in the rain, dew or fog, when the temperature is below 50 degrees F, or before the other finish materials have been thoroughly dried out.

3.05 PREPARATION WORK

- A. General: Perform all preparation work on the various surfaces, as required to properly receive paint and finish materials. Remove all foreign matter, which would otherwise prevent proper adhesion of the applied finishes.

All paint removal methods and materials shall be low-impact type so as not to degrade, mark, scar or damage the existing wood siding, trim and surfaces.

Low-impact methods of paint removal may include:

- the use of wet or dry abrasives, with a fine grit of 00 or 0; applied between 20 and 100 p.s.i. no closer than 3" to 12", with a maximum nozzle size of 1/4".

- low pressure water/wash; persistent areas to be removed with natural bristle brushes - no metal bristles

- hand scraping or sanding with mild pressure, low temperature heat guns or plates.

- Orbital sanders may be used; no belt sanders.

B. Paint Removal

All loose, cracked, peeling, blistered, etc. paint shall be removed as necessary to prepare all exterior wood surfaces for new coats of exterior paint. All removed areas of paint are to be feathered out by light sanding.

C. Cleaning

Wash all exterior wood surfaces with a light bleach/water solution.

D. Repair

-Fasten any loose clapboard; trim boards etc. with stainless steel ring nails

-Fill nail holes, large cracks or gaps with DAP 53 (or equal) putty or an appropriate caulking.

3.06 Application:

- A. Apply all materials in strict accordance with the approved manufacturer's Printed instruction, and in accordance with the best trade practices, and Each coat shall be inspected and approved by the Owner before succeeding coat is applied.
- B. Do not apply successive coating until the preceding coat is thoroughly dry and in no case in less than 24 hours after the preceding coat.

3.07 Clean-Up:

- A. Upon completion of the work, remove all coating splatters from glass, pre-finished surfaces, bright metals, and from other surfaces that have not been painted or finished hereunder. Remove all materials and debris and leave the site of the work in a clean condition so far as this work is concerned.
- B. Final Inspection: Protect all painted and finished surfaces against damage until the date of final acceptance of the work. The Owner will conduct a final inspection of all work performed hereunder. Re-coat or touch-up, as directed by the Owner, any areas found which do not comply with the requirements of this SECTION 09900, and bear all costs therefore.

END OF SECTION 09900

The Historic Clayville Schoolhouse

Due to the extremely sensitive nature of the work of portions of this project, and the special skills required for same, the following information must be submitted with the bid or the proposal will not be considered.

1. The Clayville Schoolhouse is an important historical building on National Register of Historic Places. It is located at 479 Field Hill Road in Clayville, RI. The building was constructed about 1848.
2. It is important that the successful bidder be experienced in restoration and rehabilitation of older buildings and with the Secretary of the Interior's Standards for Rehabilitation. The Contractor submitting the bid must have been in business under the same name, and doing the same type of work, for a minimum of five years. To demonstrate experience and qualifications provide the following:
 - a. Provide history of the firm, including number of years it has been in business doing general contracting; a list of representative projects with final cost, year completed and description of work.
 - b. Provide resumes for principals and key personnel who will be assigned to the project, including a list of relevant projects with which they were personally involved.
 - c. List three or more historic preservation projects on buildings 100 years old or more that were completed by this firm within the last five years. Include the date of completion, the age of the building, the cost of the project, the architect, a detailed description of the work, and a project reference with phone number.
 - d. Subcontractors should have similar experience with historic buildings within their area of expertise. Provide firm history, resume of principals, and a list of relevant projects for each subcontractor.
3. The Owner reserves the right and sole discretion to determine equivalent or prior experience and the right to reject any or all bids which fail to demonstrate equivalent prior experience. The Owner will contact project references, and reserves the right to reject bids based on poor performance with similar projects.
4. Qualifications will be evaluated on the basis of similar project experience for:
 - a. Completion of at least 3 similar historically significant projects.
 - b. Size and dollar value of completed projects.
 - c. Contractor's performance with similar projects.
 - d. Contractor's ability to subcontract with qualified firms.
 - e. Experience of individuals assigned to the project.