

Goffstown Public Library, Goffstown, New Hampshire

Request for Bids for Goffstown Public Library Exterior Painting Project

I. Scope of Services

The Board of Trustees for the Goffstown Public Library is requesting bids from contractors with experience and references to paint all exterior wood surfaces and certain exterior metal features of the Public Library located at 2 High Street. As the building exterior is predominately brick and granite (both of which are not to be painted) the wood surfaces are (1) soffit and frieze detail below the roof line, (2) the tower enclosing an elevator shaft, (3) casings of all windows and doors, and (4) the two first floor entrance doors. The metal features to be painted are (1) a set of three bollards protecting the basement level entrance door, and (2) wrought iron hand rails on steps leading to the first floor front door.

II. Workmanship Requirements

The building is a 105-year-old building on the National Register of Historic Places. Work done on exterior wood surfaces should be in accordance with best practices as recommended by the New Hampshire Division of Historical Resources and the Secretary of the Interior Standards for Rehabilitation. In essence, these sources state:

1. Removing paint from historic buildings—with the exception of cleaning, light scraping of loose layers, and light hand sanding to feather between layers of old paint or between old paint and exposed wood—should be avoided unless absolutely essential.
2. If conditions warranting old paint removal are identified the approach should be to remove paint to the next sound layer using the gentlest means possible, then to repaint.
3. Power tools, heat tools, highly abrasive chemicals are inconsistent with best practices for historic preservation and must be specifically approved prior to use on this project.
4. Paint and wood conditions vary at different points on the building requiring a careful inspection before work commences. Each compass face of painted exterior woodwork (conditions vary based on sun and weather exposure) should be examined early in the planning phase and surface conditions noted.
5. If repair of rotted wood is impossible, replacement pieces should be in accordance with best practices for Historic Preservation. Damaged or rotted wood should be replaced “in kind” with rot-resistant wood.
6. There is lead paint present. Lead paint removal cautions must be taken but extensive abatement is not required. Contractor/subcontractor should be certified for lead paint removal.

III. Project Requirements:

The project is to be completed in accordance with the following requirements:

1. The contractor will coordinate with PSNH for electrical connection wrapping.

2. While accessing features to be painted, especially the dormer windows and upper portions of the elevation shaft, the contractor will use ladders, scaffolding, or lift devices in a manner that will not harm the slate roof.
3. Wash all exterior wood and metal surfaces prior to scraping, sanding, or priming.
4. Any exterior wood surface identified by the contractor to be so deteriorated that replacement is necessary will be marked for identification, photographed, and catalogued for reference purposes. The Trustee's representative needs to annotate each such catalogue entry before any material is actually removed.
5. The Board of Trustee's representative (the Goffstown Building Supervisor and/or the Board's appointed Clerk of the Works) will be available with a day's notice (or as mutually coordinated once work starts) in order to confirm wood replacement decisions and to inspect that products being applied conform to project and product requirements.
6. Replacement of removed wood pieces shall be with naturally rot-resistant wood which shall be shaped, or assembled, to match the historic dimensions of pieces being removed.
7. On all wood and metal surfaces, remove all peeling, scaling and old failing paint layers and caulking.
8. Remove old caulking in joints between wood and masonry or metal. Clean substrates prior to application of new caulking.
9. "Feather" sand all remaining paint surfaces to minimize edges of existing painting layers and create a smooth surface transition.
10. Use appropriate measures to collect all existing paint and caulking debris and appropriately dispose of such debris as hazardous waste (due to lead) at the end of each work day.
11. Fill any nail or other holes, cracks, joints or other penetrations on exterior surfaces. Achieve a "caulk to finish" surface in wood to masonry joints.
12. Use rust-resistant nails/screws when refastening existing loose wood or installing replacement wood items.
13. A metal surface is to be prepared and painted in the same day
14. Bare wood surfaces should not be left exposed longer than 96 hours before receiving a prime coat. Any bare wood surfaces exposed longer than 96 hours will need to be lightly re-sanded to remove any decomposed wood fiber from UV radiation.

IV. Product Requirements:

Contractor will use the brand and quality type of products indicated below. Contractors will follow printed manufacturer's instructions for applying the products used in this project. Copies of all manufacturers' safety data sheets for any potentially toxic materials used are to be available and retained at the site by the contractor until project completion. Proper safety precautions as instructed by the manufacturer are to be followed.

1. **Wood Caulking:** Sherwin-Williams Stampede 1H Hybrid Sealant WL0001430 series. Use an appropriate backer rod behind the caulking if the joints and cracks are larger than recommended depth and width of the caulking compound.
2. **Wood to Masonry/Metal Caulking:** Sherwin-Williams Stampede 1H Hybrid Sealant WL0001430 series. Use an appropriate backer rod behind caulking if the joints are larger than recommended depth and width of the caulking compound.
3. **Primer for Bare Wood:** Sherwin-Williams A-100 Oil Based Stain Blocking Primer, Y24 series. Tint to Top Coat color using Sherwin-Williams Blend-A-Color Toner.
4. **Primer for tightly adhering existing paint,** even if it exhibits patterned cracking commonly called alligatoring: X-I-M Peel Bond Adhesion Promoting Primer.

5. **Top Coat Paint for metal surfaces:** Sherwin –Williams Duration Exterior Latex Satin Coating K33 series. On the bollards, the color shall match the color used for the building. On the hand rails, the color shall be “black”.
6. **Top Coat Paint for exterior wood surfaces:** Sherwin –Williams Duration Exterior Latex Satin Coating K33 series. Use Sherwin-Williams Blend-A-Color Toner #7558 Medici Ivory to tint paint.

V. Warranty Requirements:

Contractor shall provide a minimum of a one-year warranty on the work covering parts, materials and workmanship. This will be provided in writing to the Goffstown Public Library Board of Trustees. All warranty repair work is to be provided at no charge to the Goffstown Public Library. 10% of fee will be held in retainage until the end of the warranty period.

VI. Schedule Requirements:

The contractor will provide an estimate of time on site for completion of project. The contractor will provide a two-week notice to the Library Director before beginning the work. The project is to be completed before October 11, 2014.

VII. Bid Submission Requirements

All bids must provide a completed Bid Submission Form provided, with support documents included.

Contact and Submittal Information

Questions Related to the Bid Request:

Dianne Hathaway
 Director
 Goffstown Public Library
 2 High Street
 Goffstown, NH 03045
 603-497-2102
 dianneh@goffstownlibrary.com

Bids Shall Be Submitted To:

Goffstown Library Board of Trustees
 Goffstown Public Library
 2 High Street
 Goffstown, NH 03045

There should be 3 components in the bid amount.

1. Cost for cleaning, scraping, sanding, caulking, priming, and painting all of the areas defined in the scope of services, including all materials and equipment used incidental to the project.
2. Cost per unit (inclusive for labor and material) to replace a dentil (wooden block) in the cornice if the Trustee’s representative confirms the contractor’s recommendation a unit is so deteriorated that it needs to be replaced with new lumber.
3. Cost per board-foot of lumber (inclusive for labor and material) to replace trim and casing if the Trustee’s representative confirms the contractor’s recommendation a piece of trim or casing is so deteriorated that it needs to be replaced with new lumber.

All bids must be received in a sealed envelope and clearly marked “**Goffstown Public Library Exterior Painting Project**” by 3:00 pm, Friday, June 13, 2014, to be opened immediately thereafter. Bid award is anticipated by Thursday, June 20 2014.

The GPL Trustees request that a total of two (2) copies of the bid submission form with attachments be submitted. The Town of Goffstown and the Goffstown Public Library assume no responsibility or

liability for costs incurred by vendors in responding to this Bid request or in responding to any further request for interviews, additional data, etc.

The bid submission form shall be signed by an official authorized to bind the offer and shall contain a statement to the effect that the bid is a firm offer for a ninety (90) day period from opening.

There will be three payments, 40% of total to be paid upon completion of trim repair/replacement and priming, 50% paid upon completion of painting (the latex coat), and 10% upon completion of warranty period after inspection and written approval of the work by the town building inspector. Contractor will specify that all suppliers and subcontractors have been paid before final payment is made.

The Goffstown Library Board of Trustees reserves the right to reject any or all bids as it may determine, to waive any non-material irregularities, defects in form or information in any bid, and to accept or reject any item or combination of items, where the best interests of the Town are served. Bids will be evaluated based on completeness of the Bid Submission Form.

Goffstown Public Library Exterior Painting
BID SUBMISSION FORM

I submit this bid in compliance with the Goffstown Public Library Exterior Painting Project Bid Specifications.

Please include the following attachments:

1. LETTER OF TRANSMITTAL – statement of general understanding of project (include Employer ID #)
2. COMPANY PROFILE – include related project experience and training
3. REFERENCES – at least 3 commercial or large multi-story residential customers
4. SUB-CONTRACTORS – identify all subcontractors working on this project by name, address, and telephone number as well as their credentials
5. PROOF OF LIABILITY INSURANCE – (\$1,000,000 minimum) **Naming the Town of Goffstown and Goffstown Public Library as additional insured.**
6. WORKERS COMPENSATION INSURANCE
7. OSHA CERTIFICATES – for work site safety training, equipment use, scaffolding safety, etc. as they pertain to this project
8. WARRANTY – [Minimum of one (1) year following completion of work and building inspector’s approval] Identify warranty period for workmanship and materials.
9. PROJECT SCHEDULE – Work must be completed prior to October 11, 2014. The contractor must provide notification to the library director 2 weeks before work begins.

Estimated time on site _____ calendar days.

10. Cost coverage surety: In accordance with NH RSA 447-16 by bond or otherwise of full amount of contract, assuming there would be no wood replacement (i.e., the cost per unit work).
11. ADDITIONAL INFORMATION – bidder may provide additional information in an attachment for consideration.

I hereby submit the following bid which is a firm price for 90 days from submission deadline.

1. Cost for cleaning, scraping, sanding, caulking, priming, and painting all of the areas defined in the scope of services. \$ _____
2. Cost per unit to replace a dentil (block) in the cornice \$ _____ per Unit
3. Cost per board-foot of lumber to replace trim and casing \$ _____ per BF

NAME: _____

ADDRESS: _____

TEL. NUMBER: _____ DATE: _____

SIGNATURE: _____

Goffstown Public Library Exterior Painting Project
BID CHECKLIST

<u>Documents to be provided</u>	<u>Document included or response provided</u>	<u>Received by GPL Director</u>
Letter of Transmittal – statement of general understanding of the project. (Include Employer ID#)		
Company Profile – include related project experience and training.		
References: at least 3 Historic, commercial or multi- story residential customers		
Sub-contractors –experience and references of any involved in this project		
Proof of Liability Insurance - (\$1,000,000 min.)		
Workman’s Comprehensive Insurance Certificate		
OSHA Certificates-		
Bid for normal preparation and painting		
Unit Cost bid for dentil unit replacement		
Unit Cost bid for BF lumber		
Warranty – workmanship & materials (1 yr min)		
Project Schedule – Indicates completion by October 11, 2014.; and has provided an estimated number of calendar days on site.		
Certifies that bid prices are valid for ninety (90) days from bid submission deadline		
Cost Surety: contractor assures, through bond or otherwise, sufficient security in an amount equal to at least 100 percent of the contract price per (<u>NH RSA 447-16</u>)		
<u>Additional Information</u> - (optional) bidder is welcome to provide any additional information that would be pertinent to this project.		