

**TOWN OF WEATHERSFIELD, VERMONT
REQUEST FOR BIDS
MARTIN MEMORIAL HALL PROJECT
5259 US ROUTE 5, ASCUTNEY, VT 05030**

1. NOTICE TO BIDDERS

1.1 Summary

The Town of Weathersfield “Town” is soliciting Bids from qualified contractors to replace drywall, remove wallpaper, paint, remove carpet from walls, add wainscoting, reinstall trim, and replace baseboard heating covers. This project is the second phase of a project that was completed during the month of November.

1.2 Important Dates

RFB Advertised:	12/7/2021
Pre-bid conference/ Site Visit:	12/15/2021 at 10:00am
Bids Due:	01/06/2022 at 12:30pm
Public Bid Opening:	01/07/2022 at 10:00am.
Bid Award:	01/10/2022
Work Complete	No later than 02/18/2022

2. BID INSTRUCTIONS

2.1 All bids shall include the following:

- 2.1.1 Project Cost
- 2.1.2 Project Completion Date

2.2 Interested bidders shall submit an original copy of their bid in a sealed envelope marked “Town of Weathersfield: Martin Memorial Hall Project” in person to:

Brandon Gulnick
Town of Weathersfield
5259 US Route 5
Ascutney, VT 05030

OR by mail to:

Brandon Gulnick
Town of Weathersfield
PO BOX 550
Ascutney, VT 05030

2.3 Questions relating to the project will be answered at the pre-bid conference/ site visit on December 15, 2021, at 10:00am. Minutes of the site visit will be recorded and distributed to all parties requesting the RFB.

3. The Town reserves the right to accept or reject any or all bids in whole or in part and to accept other than the lowest bid proposal, to amend, modify, or withdraw this RFB, to require supplemental statements or information from proposers, to extend the deadline for responses to the RFB, to waive or correct any irregularities in bids received, to negotiate separately with competing bidders.

4. SCOPE OF WORK

4.1 General:

- 4.1.1 Replace base plate and studs in closet.
- 4.1.2 Install plywood for inside closet walls, where drywall was removed.
- 4.1.3 Replace drywall in stairwell, tape, texture.
- 4.1.4 Replace drywall around outside of closet - tape, texture.
- 4.1.5 Replace drywall east wall (kitchen side) - tape, texture.
- 4.1.6 Purchase 2" by 3" baseboard, stain, and install (38lf), to replace discarded effected baseboards.
- 4.1.7 Reinstall trim on doors.
- 4.1.8 Replace 58ft of heating covers (old are rusted through)

4.2 Wall 1:

- 4.2.1 Remove 106.76 SQFT of wallpaper.
- 4.2.2 Sand, prime, and paint 122.46 SQFT
- 4.2.3 Install 125.6 SQFT of Wainscoting

4.3 Wall 2:

- 4.3.1 Remove 112.2 SQFT of wallpaper.
- 4.3.2 Sand, prime, and paint 128.7 SQFT
- 4.3.3 Install 132 SQFT of Wainscoting.

4.4 Wall 3:

- 4.4.1 Remove 141.44 SQFT of wallpaper.
- 4.4.2 Sand, prime, and paint 162.24 SQFT
- 4.4.3 Remove 174.72 SQFT of carpet from wall
- 4.4.4 Install 166.4 SQFT of Wainscoting

4.5 Wall 4:

- 4.5.1 Remove 65.96 SQFT of wallpaper
- 4.5.2 Sand, prime, and paint 75.66 SQFT
- 4.5.3 Remove 81.48 SQFT of carpet from wall
- 4.5.4 Install 77.6 SQFT of wainscoting

4.6 Wall 5:

- 4.6.1 Remove 29.58 SQFT of wallpaper
- 4.6.2 Sand, prime, and paint 33.93 SQFT
- 4.6.3 Install 34.8 SQFT of Wainscoting

4.7 Wall 6:

- 4.7.1 Remove 33.32 SQFT of wallpaper
- 4.7.2 Sand, prime, and paint 38.22 SQFT
- 4.7.3 Install 39.2SQFT wainscoting

Note: The Town is requesting pricing for wainscoting and plastic laminate similar materials. Paint color will be decided upon bid award. Additional work may be required.

5. INSTRUCTIONS TO BIDDERS

- 5.1 Proposals shall be typewritten or written in ink. Officials of corporations shall designate their official title; partners or sole owners shall also provide the names of all interested parties. The person signing the bid shall initial all corrections or erasures.
- 5.2 Requested descriptive material shall be submitted with the bid.
- 5.3 In submitting the bids, the contractor agrees that acceptance of any bid by the Town of Weathersfield within 10 calendar days constitute a contract. No work shall be started until a purchase order has been approved by the Town Manager and a Notice to Proceed has been given.
- 5.4 Discounts for immediate payment or credit terms where offered will not be a factor in the determination of the lowest responsible bidder. Payment terms by the Town will be cash, less any applicable discounts, to be paid within 30 days of the completion of the work by the contractor and formal acceptance by the Town.
- 5.5 The successful bidder shall indemnify and hold harmless the Town of Weathersfield against all claims for royalties, for patents, or suit for infringement thereon which may be involved in the manufacture or use of the material to be furnished.
- 5.6 All materials shall remain the property of the contractor until delivered to, installed, and accepted by the Town
- 5.7 Deviations from these specifications are permitted only as separate bids provided, they are submitted as alternate proposals accompanying a conforming bid.
- 5.8 Selection criteria: This bid shall be awarded to the vendor whose bid represents the best value to the Town of Weathersfield.

6. INDEMNIFICATION AND INSURANCE

- 6.1 The chosen contractor shall comply with the following requirements
- 6.2 The contractor agrees to defend and save harmless the Town of Weathersfield, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery, and judgments of every kind and description arising out of the performance of the Agreement, including personal injury or property damage brought or recovered against it by reason of any negligent action or omission of the consultant, its agents, or employees and with respect to the degree to which the Town is free from negligence on the part of itself, its employees and agents.
- 6.3 The contractor shall carry Comprehensive Broad Form General Liability Insurance in the amount shown below including protection for bodily injury and property damage.
- 6.4 The contractor shall also maintain Automobile Liability Insurance providing limits prescribed by the Town and Umbrella or Excess Liability Insurance in the amount shown below. The Workers' Compensation Insurance shall provide coverage pursuant to V. S. A. Title 21, Section 600 et seq.
- 6.5 Prior to the commencement of the work, Certificates of Insurance shall be supplied to the Town by the contractor detailing the required coverage. These Certificates shall be issued by a carrier authorized to do business within the State of Vermont. The State of Vermont and the Town of

Weathersfield shall also be named as an additional insured.

6.6 The contractor shall have and require all sub-consultants to have and maintain insurance coverage and list the Town as an additional insured in accordance with the minimum amounts listed below. Prior to the start of any work, the Town shall be furnished with an insurance certificate as proof that coverage is in place.

- 6.6.1 General Liability-\$1,000,000 per occurrence
- 6.6.2 Product Liability-\$1,000,000 per occurrence
- 6.6.3 Property Damage-\$1,000,000 per occurrence
- 6.6.4 Personal Injury-\$1,000,000 per occurrence
- 6.6.5 Automotive Liability-\$500,000 per occurrence
- 6.6.6 Worker's Compensation-Statutory Requirement

ATTACHMENT A
BID SHEET

**TOWN OF WEATHERSFIELD, VERMONT
REQUEST FOR BIDS
MARTIN MEMORIAL HALL PROJECT
5259 US ROUTE 5, ASCUTNEY, VT 05030**

Bidder's name, address, email address, and phone number:

List of similar work bidder has successfully completed:

Breakdown your bid as follows:

Total cost for general work (section 4.1):	\$ _____
Total cost for removing wallpaper:	\$ _____
Total cost for sanding, priming, and painting:	\$ _____
Total cost for removal of carpet:	\$ _____
Total cost for installing wainscoting:	\$ _____
Total cost for installing a plastic laminate instead of wainscoting:	\$ _____
Total project cost with wainscoting:	\$ _____
Total project cost with plastic laminate instead of wainscoting:	\$ _____

Date for Completion: _____

Total estimated project time: _____

Please provide an explanation for any deviations to this RFB on a separate sheet of paper.

The undersigned, having familiarized themselves with the conditions of this project as set forth in the Request for Bids, hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment, and services required to perform the required project, all for the TOTAL COST of this bid.

Signature of bidder: _____

Date: _____