

TOWN OF JOHNSON

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VILLAGE OF JOHNSON

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Johnson Municipal Building – Exterior Repairs Bid Form

The Town and Village of Johnson are seeking bids to repair water damage to the sheathing underneath the siding at the Municipal Building. The extent of the damage is not known and therefore, the Village requests a fixed price bid for a portion of the repairs, unit pricing, and time and materials pricing for the remaining work.

A. Fixed Price Bid

Please provide a fixed price bid for the following work:

- 1) Remove the siding, fascia, and decorative molding on the west-facing wall of Municipal Building and the siding on the north-facing wall, as identified in Figure 1,
- 2) Inspect the sheathing in the area where the siding has been removed,
- 3) Report to the Town and Village regarding the extent of the damage, any repairs needed, and whether siding in additional areas needs to be removed for inspection, and
- 4) Replace with new materials to match the appearance and match or exceed the quality of the existing siding, building wrap, fascia, flashing, miscellaneous trim and paint in the area identified in Figure 1. The replacement of any sheathing will be paid for on the Unit Price basis note below.
- 5) Note: The fixed price bid does not include the cost to repair or replace any sheathing.
- 6) Appropriate ring shanked stainless steel nails are to be used on all siding and trim.
- 7) All flashing is to be neatly installed to promote positive drainage away from the building.

Fixed Price Bid: \$ _____

The fixed price is to include all labor, materials, subcontracts, and equipment necessary and incidental to complete all noted work in accordance with: the construction documents, building codes, material manufactures recommendations, and the best recognized building practices.

B. UNIT PRICES. In the event there are additional areas requiring the removal and replacement of siding and / or sheathing the following unit prices will be used to determine the value of the work.

Please provide unit pricing for the following;

- 1) Cost per square foot for replacement of 1/2” sheathing \$_____/sq. ft. Unit price to include the necessary demolition and disposal of the existing sheathing.

- 2) Cost per square foot for the replacement of siding (same product as current siding) including: siding, building wrap, and painting : \$_____/sq. ft. Unit price to include the necessary demolition and disposal of the existing siding.

All unit prices are to include all labor, materials, subcontracts, and equipment necessary and incidental to complete all noted work in accordance with: the construction documents, building codes, material manufactures recommendations, and the best recognized building practices.

C. TIME AND MATERIALS PRICING. In the event addition work is required that is not part of the fixed price work or where the unit prices do not apply the following rates will be used to determine the value of the work.

- 3) Labor cost per hour: Labor costs are to include all overhead, profit, and general conditions costs associated with the labor being performed.

a. CARPENTER \$_____/HR

b. LABORER \$_____/HR.

c. PAINTER \$_____/HR

- 4) MATERIALS cost plus _____% for all overhead and profit.

- 5) SUBCONTRACT cost plus _____% for all overhead and profit.

Prior to proceeding with any unit price or time and material work the contractor is to get authorization from the owner's designated representative to proceed with the work.

D. Relevant Experience and References: Please provide a brief explanation of your company's qualifications for the work outlined above, including examples of similar projects completed, as well as the contact information for three references from past customers.

Bidder Name: _____

Bidder Mailing Address: _____

Bidder Phone Number: _____

Bidder Email Address: _____

E. Insurance Requirements

The Contractor shall not commence work on this project until proof of all insurance specified below has been provided to the Town & Village, nor shall the Contractor allow any subcontractors to commence work under until the required insurance has been obtained. The contractor's failure to provide proof of the insurance listed below shall terminate any agreement or contract between the Town and Village.

1. Compensation Insurance – The selected contractor shall maintain such liability insurance as required by the applicable workmen's compensation and other employee benefit laws for bodily injury and death that may directly or indirectly arise from work on this project. The Contractor shall also require each subcontractor, if any, to maintain similar insurance coverage and furnish proof thereof, unless such coverage is provided by the subcontractor to provide adequate employer's liability insurance for the protection of employees engage in hazardous work and not protected under the worker's compensation laws.
2. Contractor's Public Liability, Property Damage, Insurance and Automobile Liability Insurance – The selected contractor shall maintain Contractor's Public Liability and Contractor's Property Damage Insurance in the amount of \$1,000,000 CSL. The form shall include premises and operations and products/completed operations within its scope of coverage. Also, the Contractor shall maintain Vehicle Liability Insurance in the amount of \$1,000,000 per accident and \$1,000,000 uninsured/underinsured motorists coverage for all vehicles used in conjunction with this contract. The Contractor shall require each subcontractor, if any, to maintain the same insurance as that specified in this Paragraph.

F. Project Timeline

The required completion date for the project is June 30, 2017. The Village and Town reserve the right to cancel the project at any time before contract execution.

G. Criteria for Selection

The Town and Village will consider the following criteria when evaluating the bids:

1. Price,
2. Bidder's ability to perform within the specified time limits,
3. Bidder's experience and reputation, including past performance for the Town and/or Village, and
4. Any other factors the Town or Village determine are relevant and appropriate in connection with a given project or service.

The Town and Village will select the bidder that is most advantageous to them according to the criteria listed above. Failure to follow any of the bid submission requirements shall be grounds for a bid to be rejected.

H. Questions

Any questions about the project or bid form shall be directed to Meredith Birkett, Village Manager, either by phone at (802) 635-2611 or email at vojmanager@townofjohnson.com by Monday, February 20, 2017. Written responses to all questions will be provided to all bidders.

I. Submission Guidelines

Please submit two hard copies of the bid form (sections A, B, C, & D) in a sealed envelope to Meredith Birkett, Village Manager by **Wednesday, March 1, 2017 at 4:00 PM**. The sealed envelope shall be plainly marked with the name of the bidder and the bid name (Johnson Municipal Building – Exterior Repairs). Any bid received after the time and date specified shall not be considered and shall be returned to the bidder unopened.

The bid opening will occur at the Johnson Municipal Building on Thursday, March 2, 2017 at 9:00 AM.

J. Other project requirements and conditions:

- a) With the submission of a bid on the project it is assumed that the contractor has inspected the existing conditions and is fully acquainted with the project documents and the existing conditions.
- b) Permits and Fees: The owner will attain all local and the state public building permits if required.
- c) The contractor shall coordinate and schedule all work to limit disruption to all facility operations to the greatest extent possible. No disruptions are permitted without specific approval of the owner.
- d) The contractor is responsible for complying with all applicable safety regulation and the Owner's safety program.
- e) Codes: Comply with applicable codes and regulations of authorities having jurisdiction.
- f) Dimensions: The documents are based on certain assumptions and are presented as a graphic representation of the existing conditions and the required work. Verify all dimensions and conditions in the field prior to submitting bids.
- g) Existing Conditions: Existing conditions may vary from the information presented on the contract documents. Verify all actual conditions prior to submitting a bid.
- h) The contractor shall provide all temporary barricades and traffic control as may be required to protect property, traffic and pedestrians from harm.
- i) The site and all work areas shall be kept neat and free from debris. All rubble shall be removed from the site on a daily basis, stored in containers or stored in neatly covered piles in approved locations until removal from the site is practical.
- j) All work is to be done in a neat and professional manner in strict accordance with the project documents, manufacturer's recommendations and the recognized standards of the applicable trades.
- k) The contractor shall maintain a drug, and alcohol free work site.
- l) The contractor shall not staff the project with any personnel that exhibits behavior inappropriate for the facility environment.
- m) Without prejudice the owner reserves the right to bar any personnel for the property.

K. Intent:

Bidding documents are intended to provide the basis for proper completion of the work. Anything not expressly set forth but which is reasonable implied or necessary for proper performance of the project shall be included in the work.

L. Schedule:

- a) It is the intent of the owner to enter into a contract as soon as possible after the bids have been received, however the contractor shall maintain their bid for up to 30 days.
- b) Time is of the essence. Once the contractor has started work on the project the contractor shall diligently pursue the work with sufficient workers and materials to complete the project in a timely manner.

M. Payment:

- a) Applications for payment will be accepted on a monthly basis for the value of the work completed and the value of the materials properly stored on site.
 - i. Retainage: Until the project is 100% complete to the owner's satisfaction the owner will retain 10% of the total amount of the invoices submitted by the contractor. The retainage will be paid to the contractor when all of the contract obligations are completed to the owner's satisfaction.

FIGURE 1

