TOWN OF LEDYARD
Connecticut

BID PACKAGE

for

Bill Library Window Replacement

BID # 2007-18

FEBRUARY 19, 2007

February 19, 2007

TOWN OF LEDYARD, CONNECTICUT
INVITATION TO BID - #2007-18

The Town of Ledyard seeks sealed bids for Window replacement at Bill Library. Bidding documents and specifications are available between 9:00 a.m. and 4:00 p.m. at the Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT 06339. Specifications may also be obtained by contacting Ms. Doris Fonner at 860.464.3220, or at the Town's web site http://www.town.ledyard.ct.us

Sealed proposals will be received by the Director of Finance until 2:00 P.M. on March 8, 2007 at the above address, at which time they will be publicly opened and read aloud in the Office of the Mayor. Proposals received after that time will not be accepted and will be returned to the bidder unopened. Sealed proposals should be clearly marked **"SEALED BID NO 2007-18: BILL LIBRARY WINDOW REPLACEMENT".**

The Town of Ledyard reserves the right to waive technical defects in the bids; to reject any bids which do not conform to terms and conditions described in the specifications; to reject any or all bids and again invite bids; and waive informalities or irregularities in the bidding process.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

_____
Ms. Diane L. Napier
Director of Finance

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

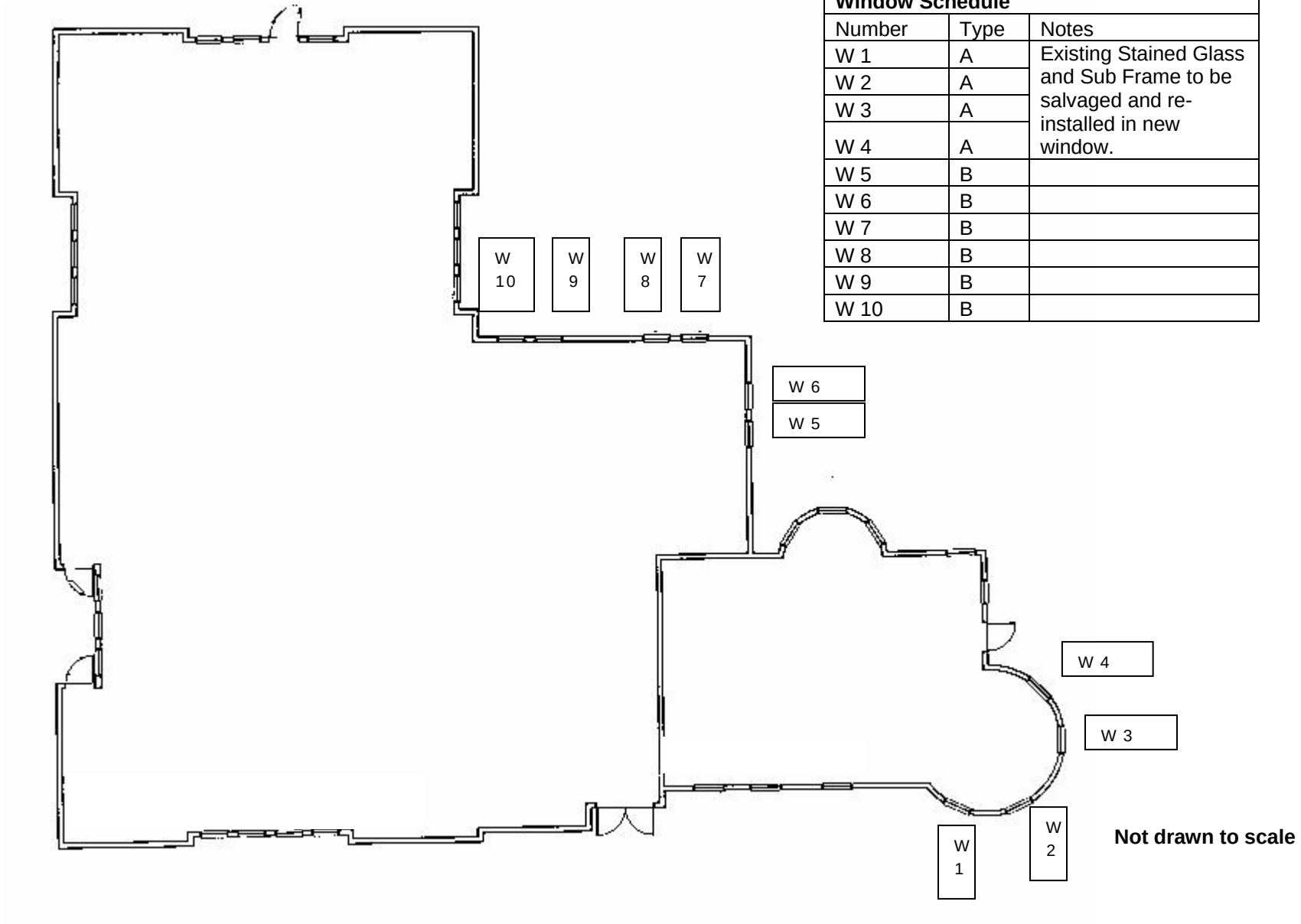
Bill Library Window Replacement

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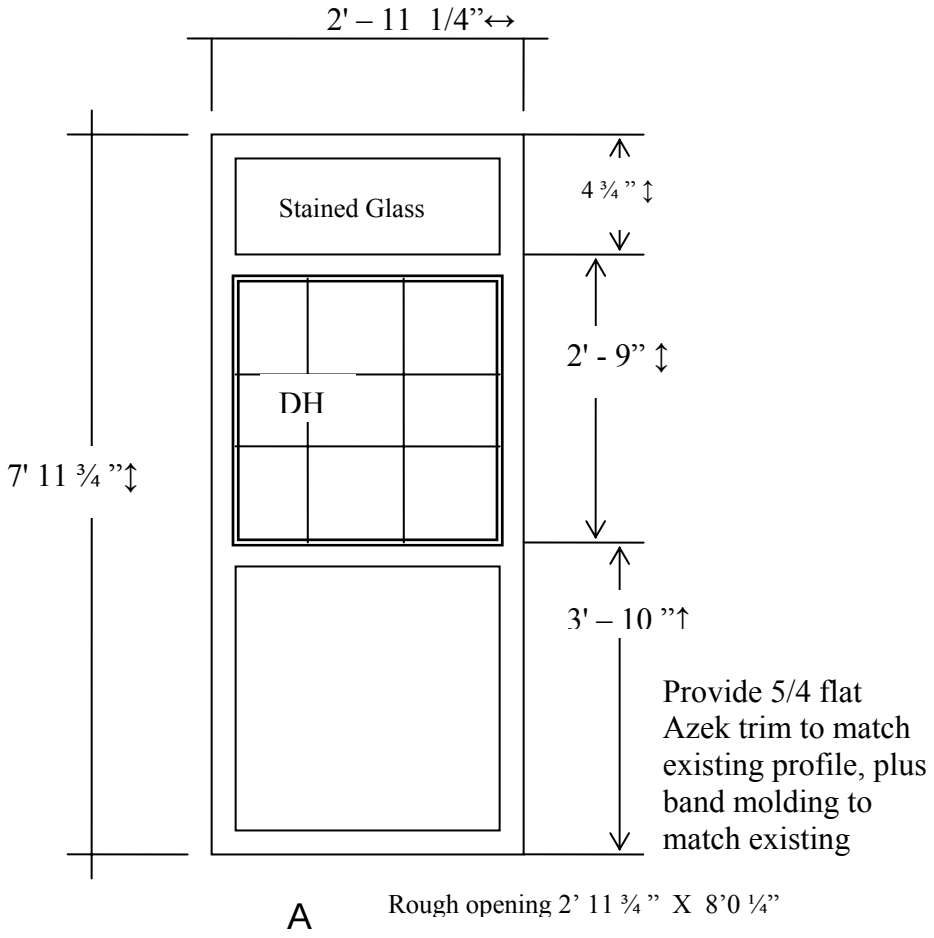
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1) WINDOW SCHEDULE

Window Schedule		
Number	Type	Notes
W 1	A	Existing Stained Glass and Sub Frame to be salvaged and re-installed in new window.
W 2	A	
W 3	A	
W 4	A	
W 5	B	
W 6	B	
W 7	B	
W 8	B	
W 9	B	
W 10	B	

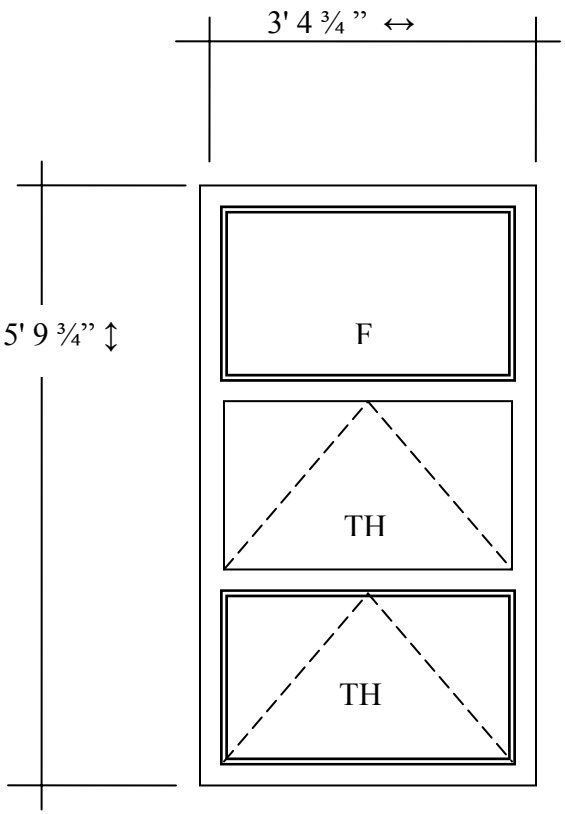


Window Drawings



A

Rough opening 2' 11 ¾ " X 8'0 ¼"



B

Rough opening 3' 5 ¼" X 5' 10 ¼"

2) PRE-BID MEETING

A. A pre-bid meeting will be held at 1:00 P.M. at Bill Library, 718 Col. Ledyard Highway, Ledyard, CT on February 28, 2007

3) BUILDING PERMIT AND DISPOSAL OF MATERIAL

A. Building Permit:
A building permit is required. Fees are applicable.
Building Department is located at the Ledyard Town Hall
Building permit and fee information – contact Building Inspection Department at 464-3217.

B. Disposal
All debris is the responsibility of the contractor. All debris is to be removed daily or a suitable container may be used.

4) START AND COMPLETION DATES – WORKING HOURS

Project is to be done in early spring 2007. Working hours are 7:30 a.m. 5 p.m. but could be extended later in the day as needed. Once the project is begun it is to continue until completed. The project must be completed by June 15, 2007.

5) REFERENCES

A. A minimum of three (3) references from customers (preferably municipal) of projects of comparable specifications are due with bid proposal. Note: if previous work has been done for the Town of Ledyard, specify.
B. Specify how long your company has been in business.

6) SCOPE OF WORK:

A. Replacement of ten (10) windows including frames at Bill Library. Four windows in the Historical Room and six windows in the lunch room / Director's office. Remove existing windows and replace with new. Contractor is responsible for verifying all measurements.
B. Interior trim for "A" windows should be removed with care to be reused with new windows.
C. Include for replacement of all interior and exterior trim damaged by the work.
D. Include for replacement of custom sills for "A" windows
E. Include for caulking perimeter of all openings.
F. Finish interior windows and trim per section 10 Painting
G. Coordinate schedule with the owners in order to minimize disruption to library services.
H. Include for all clean up inside and outside.
I. Include for all disposal of debris and demolished material
J. Protect all existing planting.
K. Include for protection of all finishes, fixtures and fittings that may be damaged by the work.

L. Protect the library staff and the public from any harm resulting from the work, include for posting warning signs and providing temporary barriers.
M. Ensure that the building is protected from inclement weather during window replacement.
N. Comply with all applicable regulations and codes.
O. Field measure each opening before manufacture and submit detailed shop drawings before ordering windows.
P. Comply with the provisions of the specifications below.

7) SPECIFICATIONS – GENERAL

A. This Section includes wood windows of the types and performance grades indicated.

1. Provide windows engineered, fabricated, and installed to withstand normal thermal movement, wind loading, and impact loading without failure, as demonstrated by testing manufacturer's standard window assemblies representing types, grades, and sizes required for Project according to test methods indicated.

B. Performance-grade number is the actual design pressure in pounds force per square foot (pascals) used to determine the structural test pressure and water test pressure.
C. Standards: Performance requirements for operating force, air infiltration, water penetration, structural performance, and forced-entry resistance for wood windows are specified in NWWDA I.S.2, "Industry Standard for Wood Window Units."
    1. Testing shall demonstrate compliance with NWWDA I.S. 2 for operating force, air infiltration, water penetration, structural performance, and forced entry resistance for the type and performance grade of windows required.
    2. Test Criteria: Testing shall be performed by a qualified independent testing agency based on the following criteria:
        a. Design wind velocity at Project site is DP 40 – Structural test pressure (psf) 126 mi./h.
        b. Windows are to meet or exceed NWWDA's Hallmark program requirements.
    3. Test Procedures: Test window units according to ASTM E 283 for air infiltration, ASTM E 547 for water penetration, and ASTM E 330 for structural performance. Windows are to be NRFC certified for FEMA Bulletin 2-93 for flood and water resistant materials.

D. Submittals: Submit the following:
    1. Product Data for each type of wood window required, including construction details and fabrication methods; profiles and dimensions of individual components; data on hardware, accessories, and finishes; and recommendations for maintenance and cleaning of exterior surfaces.
    2. Shop Drawings of each type of window required, including layout and installation details; elevations at 1/4 inch = 1 foot scale and typical window unit elevations at 3/4 inch = 1 foot scale.

3. Samples for initial color selection on 12-inch- (300 mm) long sections of window members. Where finishes involve normal color variations, include Sample sets showing the full range of variations expected.
4. Test reports from a qualified independent testing agency indicating that each type, grade, and size of window unit complies with performance requirements indicated based on comprehensive testing of current window units within the last 5 years. Test results based on use of downsized test units will not be accepted.

E. Safety Glass Standard: Provide products complying with testing requirements of 16 CFR, Part 1201 for Category II materials.
   1. Provide safety glass permanently marked with the certification label of the Safety Glazing Certification Council (SGCC) or another certification agency acceptable to authorities having jurisdiction.

F. Glazing Standards: Comply with recommendations of the Flat Glass Marketing Association (FGMA) "Glazing Manual" and "Sealant Manual." Glass is to be gray tinted, low EIG with 20 year non prorated warrantee. Glass to have a shading coefficient of less than 0.59.

G. Insulating-Glass Certification Program: Provide heat strengthened insulating-glass units permanently marked on spacers or on one component pane of units with the appropriate certification label of the inspecting agency indicated below:

   1. Insulating Glass certification Council (IGCC). Or
   2. Associated Laboratories, Inc. (ALI). Or
   3. National Certification Testing Laboratories (NCTL).

H. Product Options: Drawings indicate sizes, profiles, dimensional requirements, and aesthetic effects of wood windows and are based on the window types and models indicated.

8) PRODUCTS

A. Manufacturer: Subject to compliance with requirements, provide window units by one of the following:
   1. Eagle Windows
   2. Marvin Windows
   3. Pella Corporation.
   (no substitutions)

B. Materials: Comply with NWWDA I.S. 2.

C. Wood: Clear ponderosa pine or other suitable fine-grain lumber, kiln dried to a moisture content of 6 to 12 percent at time of fabrication and free of blue stain, knots, pitch pockets, and surface checks larger than 1/32 inch (0.8mm) wide by 2 inches (51 mm) long. Lumber shall be water-repellent preservative treated after machining per NWWDA Hallmark Program. "A" Windows, Historical Room, to have a natural finish

on the interior; B windows, lunch room/Director's office, are to be factory primed on the interior surfaces. Window frames to be engineered lumber - LVL (Laminated veneer lumber)

D. Aluminum Cladding: T-6 extruded cladding in factory - applied, baked-on enamel finish, in color as selected from manufacturer's standard color range. Mechanically bond cladding to exterior wood sash and frame members.
   1. Trim Members: Aluminum- clad wood, hollow-aluminum extrusion. Materials to match that of window frames.

E. Exterior Trim: (Historical Room "A" windows) White Azek to match windows installed per manufacturer's instructions available at www.azek.com/.

F. Anchors, Clips, and Accessories: Fabricate of aluminum, nonmagnetic stainless steel, or hot-dip zinc-coated steel or iron complying with ASTM B 633 for SC 3 (severe) service condition; provide sufficient strength to withstand design pressure indicated.

G. Fasteners: I Comply with NWWDA I.S.2 for fabrication and with manufacturer's recommendations and standard industry practices for type and size of installation fasteners.

H. Compression-type weather-stripping designed for permanently resilient sealing under bumper or wiper action, and completely concealed when sash is closed.
   1. Weather-stripping Material; molded expanded, EPDM or neoprene gaskets complying with ASTM C 509, Grade 4.

I. Wire-Fabric Insect Screen: 18-by-14 (1.2-by-1.6 mm) or 18-by-16 (1.2-by-1.4 mm) mesh of 0.013-inch- (0.3-@-) diameter fiberglass complying with FS PR-W-365, Type VII.

J. Glass and Glazing Materials: Low-E, sealed, insulating glazing material that complies with Division 8 Section "Glazing." Gray tinted.

K. Glazing Seal: Extruded, vinyl, or butyl glazing gasket providing weather tight seal.

L. Hardware: Manufacturer's standard hardware, necessary to operate, tightly close and securely lock windows. Do not use aluminum in frictional contact with other metals.
   1. Solid white metal hardware with a special coating finish and plated steel or brass/bronze operating bars and rods.

M. Counterbalancing Mechanism: Comply with AAM 902.2.
   1. Sash-Balance Type: Concealed spiral type.

N. Insect Screens: Locate insect screens for each operable exterior sash or ventilator on outside of sash or ventilator, depending on window type. Design windows and hardware

to accommodate screens in a tight-fitting, removable arrangement, with a minimum of exposed fasteners and latches.

1. Screen Frames: Fabricate frames of tubular-shaped, extruded- or formed-aluminum members of 0.040-inch- (1-mm-) minimum wall thickness, with mitered or coped joints and concealed mechanical fasteners. Provide removable PVC spline/anchor concealing edge of screen frame. Comply with SMA 1004.
    a. Finish; Match window members.
2. Wickets: sliding or hinged type wickets, framed and trimmed for a tight fit and durability during handling.

O. Grilles: To be simulated divided lights with spacer bars. Provide grilles in designs shown, permanently fixed on each side of glass.
    1. Color: White aluminum clad on the exterior, natural finish on the interior.

P. Double-Hung Windows: Comply with NWWDA Performance Grade DP15- Provide windows with tilt in feature permitting both sides of the sash to be cleaned from interior.
    1. Hardware: Provide the following equipment and operating hardware:
        a. Sash Balances: Concealed, counterbalancing-mechanism-type sash balances (2 per sash).
        b. Sash Lock: Cam-action sweep lock and keeper on meeting rail.
        c. Sash lock: Spring-loaded plunger lock on meeting rail of lower sash (2 per sash).
        d. Lift Handle: Applied sash lifts on bottom rail of lower sash (2 per sash.)
        e. Pull-Down Handles: applied handles on bottom rail of upper sash (2 per sash).

R. Fabricate windows to produce units that are reglazable without dismantling sash framing. Provide openings and mortises precut, where possible, to receive hardware and other items.
    1. Provide weather-stripping at perimeter of each operating sash.
        a. For double-hung sash, provide weather-stripping and interlock at horizontal rails of operable sash.
    2. Provide removable insect screen for each operating sash.
    3. Provide glazing stops, nailed or snap-on type, coordinated with glass selection and glazing system indicated.
    4. Factory-Glazed Window Units: Except for light sizes in excess of 100 united inches (2500 = width plus length), glaze window units in the shop before delivery, unless factory glazing is not available from manufacturer. Comply with Section 6 F "Glazing standards" of these Specifications and NWWDA I.S.2.
    5. Groove Glazing: Factory-glazed units without removable stops or other provision permitting convenient field disassembly to facilitate replacement of broken glass will not be accepted.
    6. Glass is to be fixed in place with removable stops to facilitate reglazing if necessary.

S. Complete fabrication, assembly, finishing, hardware application, and other work to the maximum extent possible before shipment. Disassemble components only as necessary for shipment and installation. Where necessary for fitting at site, provide ample allowance for scribing, trimming, and fitting.

T. Trim and Sills: 5/4 flat Azek trim to match existing profile, plus band molding to match existing. Replacement sills for "A" windows to be made from Azek material to match existing sill.

9) EXECUTION

A. Examine openings before installation. Verify that opening is correct and repair or replace sill plate as required and ensure that sill is level.
   1. Wood frame walls shall be dry, clean, sound, well-nailed, free voids, and without offsets at joints. Ensure that nail heads are driven flush with surfaces in opening and within 3 inches (75mm) of corner.

B. Installation: Comply with manufacturer's recommendations for installing window units, hardware, operators, accessories, and other components. Coordinate window installation with wall flashings and other build-in components. Set windows plumb, level, true to line, without warp or rack of frames of sash. Anchor securely in place.

C. Set sill members in a bed of sealant or with joint fillers or gaskets to provide weather tight construction.

D. Interior window trim for A windows shall be reused with new windows.

10) FINISHING

A. Historical Room - "A" windows
   1. Exterior azek Surfaces:
      a. Prime as required
      b. Top coat – Sherwin Williams "Duration" white latex. Applied per manufacturer's instructions to match aluminum clad windows color and sheen.
   2. Interior woodwork:
      a. Stain to match existing trim.
      b. Top coat using a high quality polyurethane per manufacturer's instructions. Finish matching existing trim.
   3. Interior woodwork (Re-used)
      a. Fill nail holes and other imperfections required with a stain filler, matching existing color.
      b. Top coat with polyurethane so all woodwork is uniform.

B. Lunch Room/Director's Office – "B" windows
   1. Interior Woodwork
      a. Prime as required
      b. Topcoat – Sherwin Williams Pro Mar 200 latex eggshell. Per manufacturer's instructions.

11) CONTACT PERSONS

A. Mr. Bob Kardys, Building and Grounds Foreman - (860) 464-9060
fax: (860) 464-9160.
B. Ms. Gale Bradbury, Library Director - (860) 464-9917 fax (860) 464-9927
C. Mr. Steve Masalin, Public Works Director - (860) 464-3255

12) MISCELLANEOUS

A. Hours of operation are:
Monday – Thursday 9 A.M. – 9 P.M.
Friday & Saturday 9 A.M. - 5 P.M.

13) PERFORMANCE BOND

A Performance Bond in the full amount of the bid and a Labor and Materials Bond in the same amount will be required from the successful bidder for the faithful performance on the Contract if the contract amount is greater than twenty-five thousand ($25,000) dollars. The Bonds must be in favor of the Town of Ledyard and executed by a Surety Company authorized to do business in the State of Connecticut. In lieu of the above Bonds, alternate surety in the same amount, in the form of a secured passbook, if acceptable to the Town Treasurer, may be substituted. The surety must be posted and accepted with thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

14) INSURANCE

A. A copy of mandatory insurance must be delivered to the Town of Ledyard, Mayor's Office, a minimum of twenty-four (24) hours prior to start date.

INSURANCE REQUIREMENTS

The successful bidder must provide the Town with a Certificate of Insurance and maintain it current as follows:

Worker's Compensation, as required by State Statue
Commercial General Liability

2,000,000	General Aggregate
2,000,000	Products Completed Operations Aggregate
1,000,000	Personal & Advertising Injury
1,000,000	Each Occurrence Bodily Injury & Property Damage
100,000	Fire Damage Any One Fire
5,000	Medical Payments Any One Person
	Including Explosion Collapse and Underground

Automobile Liability

1,000,000	Combined Single Limit Bodily Injury & Property Damage

The contractor shall indemnify, hold harmless, and defend the Town of Ledyard from and Against any and all liabilities, claims, penalties, thereto, including but not limited to, costs of defense settlement, and reasonable attorney's fees, which may be alleged against the Town of Ledyard which the Town may incur, become responsible for, or pay out as a result of death, bodily injury to any person, damage to or destruction of any property, contamination of or adverse effects on the environment or any violation or alleged violation of governmental law regulation, order caused by, arising out of, or in any manner connected with his provision of carpentry service to the Town of Ledyard. The Contractor shall be liable for and shall indemnify the Town of Ledyard from and against any injury or loss whatever resulting from the negligent act or omission of any employee or agent of the Contractor or from the failure of or inadequacy of any of the Contractor's equipment.

15) BID FORM

A. BID #___2007-18_____
Bill Library Window replacement

To: Town of Ledyard, Connecticut
Bids are due in the Mayor's Office, 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339, on or before __2:00 P.M, March 8, 2007__. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked "SEALED BID #_2007-18___: Bill Library Window Replacement"

We the undersigned, having carefully examined the bid documents, hereby agree to furnish the services outlined in the Town of Ledyard BID #_2007-18__ for the sum of:

_____.

B. Submitted by:

_____
Vendor

_____
Address

_____
Phone Number

_____
Typed Name

Date: _____

_____
Authorized Signature

C. References (Section 5A, 4B)

#1 _____ Contact Person

_____ Company Name

_____ Address

_____

_____ Phone Number

#2 _____ Contact Person

_____ Company Name

_____ Address

_____

_____ Phone Number

#3 _____ Contact Person

_____ Company Name

_____ Address

_____

_____ Phone Number