



February 26, 2008
TOWN OF LEDYARD, CONNECTICUT
INVITATION TO BID - #2008 - 10

The Town of Ledyard seeks sealed bids for Exterior Painting of Bill Library, 718 Colonel Ledyard Highway, Ledyard, CT 06339. 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 20, 2008 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 2008-10: EXTERIOR PAINTING OF BILL LIBRARY"**.

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

Exterior Painting of Bill Library

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Exterior Painting of Bill Library
Colonel Ledyard Highway
Ledyard, CT 06339

I. SCOPE OF WORK

- A. The Town of Ledyard is soliciting bids to wash, prep, patch, caulk, seal, paint, and stain the exterior of Bill Library as scheduled below. Note exceptions below.
- B. All work must be satisfactorily completed within Fifty (50) calendar days after receipt of written notice of acceptance.
- C. Payment will be in the form of a Lump Sum upon successful completion of the work.
- D. All work shall be accomplished by qualified tradesmen and mechanics in accordance with the highest standards of the trade involved. Applicable State, Federal and local Codes and regulations will be followed, including OSHA and other safety guides.
- E. The jobsite will be kept clean at all times.
- F. The successful bidder will perform a minimum of 50 percent of the work with his own forces. Subcontractors, if used, will require prior approval by the Town and must provide written evidence of acceptance of all conditions of the contract.

II. 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.
- B. Specify how long your company has been in business.
- C. List all licenses and applicable memberships.

III. GENERAL

- 3.1 Bids will be broken down for trim work and body and for materials and labor. Four (4) bids.
 - A. 1) Body (Shingle siding) as per schedule 5.4A
 - 2) White trim, wood soffits, fascia, wood doors and thresholds as per schedule 5.4B
 - 3) All other areas as per schedule 5.4 (C, D, E)

- 3.2 Materials: The following brands are acceptable:
- A. Body (shingle siding)
(1) Cabots PRO.V.T. #533 Red Cedar Solid Color Acrylic Stain, deep base # 0807.
 - B. Wood trim: Schedule 5.4B
Sherwin Williams Duration Exterior Latex Gloss – Super White
 - C. North Exterior Door: Schedule 5.4C
Minwax indoor/outdoor Helmsman Spar Urethane, clear gloss
 - D. Metal and other areas in schedule 5.4 (D, E)
Sherwin Williams DTM Semi gloss Canoe Brown - SW 2043
And Sherwin Williams DTM gloss super white (pure white/stock white) - letters
- 3.3 Environmental Conditions: Paint only when air and surface temperatures are above 45°; and when atmosphere is dry.
- 3.4 Shrubs and trees: the Town of Ledyard will trim shrubs and trees away from building.
- 3.5 Gutters and downspouts: The Town of Ledyard will remove prior to painting and replace when painting is completed.
- 3.6 Thresholds: Exterior thresholds shall be prepped and painted; door casing to include hinge area to be painted.

IV. PRODUCTS

- 4.1 Materials: use first quality products of the types scheduled. Use thinners recommended by the manufacturer. Deliver all products in the original containers, with labels intact bearing the manufacturers name and product identification of the contents.
- 4.2 **Leave manufacture's product information from each type of product used including color with Library Director.**

V. EXECUTION

- 5.1 Preparation: examine surfaces to receive paint and prep as needed.

Note the following exceptions: Four windows and trim on the north side of the building (Historical Room) shall not be painted; and six windows on the west bump out (staff area) shall not be painted. Railings on handicap ramp and stairs shall not be painted.

Clean entire area before painting or staining with a cleaner approved by the stain manufacturer to remove dirt and mildew as well as loose fibers. Contractor may power wash which shall include the use of a brush or device approved by the town. Town will arrange for water hook-up through town water supply – not the library.

Protect adjacent surfaces, shrubs, structures, and finish items. Remove or protect such items as hardware, electrical plates and specialties.

Sand and fill rough surfaces. Set nails as needed. Remove unnecessary nails. All necessary areas prep, caulk, scrape, sand, etc.

5.2 Application:

Wood moisture must be below 15% before painting.

Before application of stain and paint, a mildew-resistant additive and an insecticide compatible with the particular stain or paint must be added per manufacturers' recommendations. Prime all necessary areas.

Apply paint following manufacturers' directions for application and rate of coverage. Produce uniform surfaces. Runs, sags, brush or roller marks, holidays, differences in sheen or color, or other blemishes are not acceptable. If additional coats are required to produce smooth, uniform surfaces apply additional coats at no cost to the Town. Cut edges neat and straight. Brush paint into cracks and seams. Clean up spills and spatters from adjacent surfaces before paint sets.

Paint or stain may be applied by brush or spray at the Contractor's option. All necessary safeguards will be provided to avoid damage to adjacent surfaces and/or property including cars parked in the designated parking areas. Any such damage will be corrected by the Contractor at his expense. If vehicles need to be kept away from the building or relocated the town will provide traffic cones to be used as necessary.

Regardless of method of application, successive coats will be inspected by a Town representative after the application of each coat, and work on the second coat will not proceed prior to inspection.

5.3 Coverage:

- A. Shingle siding (body) two (2) coats of stain
- B. Trim, etc. one (1) coat of primer, two (2) finish coats
- C. North exterior door three (3) coats

5.4 Schedule:

- A. Shingle siding (body): Cabot's PRO.V.T. #533 Red Cedar Solid Color Acrylic Stain

B. White wood trim, wood doors and exterior thresholds:

Primer as per manufacturer of finish coat

Finish coat: Sherwin Williams Duration Exterior Latex Gloss – Super White

C. North exterior door (porch):

Minwax indoor/outdoor Helmsman Spar Urethane, clear gloss

D. Metal oil vents and fills (2 locations), furnace room air supply vents (2), A/C units/disconnects (2), soffit light metal frames, west electrical meter box, and north exterior wall light:

Primer as per manufacturer of finish coat

Finish coat: Sherwin Williams DTM semi gloss Canoe SW 2043

Note: White entrance doors to be determined.

F. Raised letters on body:

Sherwin Williams DTM gloss – Super White (Pure white/stock white)

VI. WORKING HOURS

Monday through Friday except town holidays

7:30 a.m. – 4:30 p.m.

Other hours by agreement

VII. CONTACT PERSONS

A. Mr. Bob Kardys, Building and Grounds Foreman - (860) 464-9060 ext 2
fax: (860) 464-9160.

B. Mrs. Gale Bradbury, Library Director - (860) 464-9917 fax (860) 464-9927

C. Mr. Steve Masalin, Public Works Director - (860) 464-1100

VIII. 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 made out 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 security 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.

IX. 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
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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.

X. BID FORM

A. BID #_____

Exterior Painting Bill Library

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 20, 2008. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked "SEALED BID # 2008 - 10 : EXTERIOR PAINTING BILL LIBRARY"

We the undersigned, having carefully examined the bid documents, hereby agree to furnish the services outlined in the Town of Ledyard BID # 2008 -10 for the sum of:

1. Body (labor)_____

2. Body (Materials)_____

3. Trim(Labor)_____

4. Trim (Materials)_____

Total cost for all _____.

B. Submitted by:

Vendor

Address

Phone Number

Months/Years in Business (Sec 2 B.)

Licenses and Memberships (Sec 2 C.)

Typed Name

Date: _____

Authorized Signature

C. References (Section 2A)

#1	<hr/>	Contact Person
	<hr/>	Company Name
	<hr/>	Address
	<hr/>	
	<hr/>	Phone Number
#2	<hr/>	Contact Person
	<hr/>	Company Name
	<hr/>	Address
	<hr/>	
	<hr/>	Phone Number
#3	<hr/>	Contact Person
	<hr/>	Company Name
	<hr/>	Address
	<hr/>	
	<hr/>	Phone Number