

TOWN OF FRANCESTOWN

OFFICE OF THE SELECT BOARD

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

TELEPHONE (603) 547-3469 EMAIL selectmensoffice@francestownnh.org FAX (603) 547-2622

REQUEST FOR PROPOSALS

FRANCESTOWN TOWN HALL EXTERIOR PAINTING PROJECT

2022

You are cordially invited to submit a proposal for the FRANCESTOWN TOWN HALL EXTERIOR PAINTING PROJECT in accordance with the attached specifications, terms and conditions. This project consists of the repair, scraping and painting of all wood surfaces on the north side and bell tower of the original structure. Prospective respondents are advised to read this information over carefully prior to submitting a proposal.

All proposals/bids must be received in hand by **12:00pm on Friday, November 12, 2021.**

SCOPE OF SERVICES

The Town of Francestown is requesting bids from qualified contractors to paint and repair as necessary the exterior wood surfaces on the north side and bell tower of the Town Hall located at 2 New Boston Road. This work shall include the soffit and other architectural details below the roof line, the casings of all windows, along with the clapboard siding.

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

1. Wash all exterior wood surfaces prior to scraping, sanding, or priming.
2. On all wood surfaces, remove all peeling, scaling and failing paint layers and caulking.
3. 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.
4. Fill any nail or other holes, cracks, joints or other penetrations on exterior surfaces.
5. Use rust-resistant nails/screws when refastening existing loose wood or installing replacement

WORKMANSHIP REQUIREMENTS

The building is a 175-year-old building on the National Register of Historic Places. All work must be in accordance with the Secretary of the Interior Standards for the Treatment of Historic Properties. The property is subject to an easement held by the Land and Community Heritage Investment Program (LCHIP).

Lead paint is assumed to be present. Lead paint removal cautions must be taken but extensive abatement is not required. Contractor/subcontractor shall be certified for lead paint removal.

PRODUCT REQUIREMENTS

Contractor will use the brand and quality type of products as indicated below or an industry accepted equivalent. 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 Loxon H1 Hybrid Sealant. 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. **Primer for Bare Wood:** Sherwin-Williams Exterior Oil-Based Wood Primer Y24 Series.
3. **Primer for tightly adhering existing paint**, even if it exhibits patterned cracking commonly called alligating: Sherwin-Williams PrimeRX Peel Bonding Primer.
4. **Top Coat Paint for exterior wood surfaces:** Sherwin-Williams Duration Exterior Latex Satin Coating K33 series. Use Sherwin-Williams stock color #SW7006 Extra White.

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 Town of Francestown Select Board. All warranty repair work is to be provided at no charge to the Town of Francestown.

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 Town Administrator before the beginning the work. The project is expected to be completed before June 25, 2022, the Town's Quarter Millennial Celebration.

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:

Jamie A Pike, Town Administrator
Town of Frankestown
PO Box 5

Frankestown, NH 03043

603-547-3469

selectmensoffice@fracestownnh.org

Bids Shall be Submitted To:

Frankestown Select Board
PO Box 5
Frankestown, NH 03043

There should be 2 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. Schedule of Unit Costs for labor and material to repair/replace any deteriorated trim, casing and siding. An estimate of the total cost for this work is requested.

All bids must be received in a sealed envelope, clearly marked “**Frankestown Town Hall Exterior Painting Project**” by 12:00pm, Friday, November 12, 2021, to be opened immediately thereafter. Bid award is anticipated no later than Monday, November 29, 2021 and is subject to funding at the annual Town Meeting, scheduled for March 12, 2022.

It is requested that one (1) copy of the bid submission form with attachments be submitted. The Town of Frankestown assumes 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.

There will be three payments, 30% of total to be paid upon commencement of work, 30% paid upon completion of trim/replacement and priming, and 40% paid upon satisfactory completion of painting the final coat. It shall be the responsibility of the contractor to notify the Town of Frankestown upon completion of each phase of the project. It may take up to fifteen (15) days for payment processing.

The Town of Frankestown Select Board 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.

FRANCESTOWN TOWN HALL EXTERIOR PAINTING
BID SUBMISSION FORM

I submit this bid in compliance with the FRANCESTOWN TOWN HALL 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) **The Town of Francestown shall be named as an additional insured at the time of work commencement.**
6. PROOF OF WORKERS COMPENSATION INSURANCE
7. WARRANTY – [Minimum one (1) year following completion of work] Identify warranty period for workmanship and materials.
8. PROJECT SCHEDULE – Work should be completed prior to June 25, 2022. The contractor must provide notification to the Town Administrator 2 weeks before work begins.

Estimated time on site: _____calendar days

Estimated date to begin work: _____

9. ADDITIONAL INFORMATION – bidder may provide additional information in an attachment for consideration.

I hereby submit the following bid which is a firm price until March 31, 2022.

1. Cost for cleaning, scraping, sanding, caulking, priming, and painting all of the areas defined in the scope of services. \$ _____
2. Estimate of cost for repairs to siding and trim. \$ _____
(Attach schedule of unit costs.)

NAME: _____

ADDRESS: _____

TEL. NUMBER: _____ DATE: _____

SIGNATURE: _____