

Town of Acton

Request for Proposal

The Town of Acton Maine is requesting sealed bids for the proposed work as follows:

All bids shall be clearly marked on the exterior of the package
“Town Hall Siding Bid”

Mail Or Deliver In Person To:

Town of Acton
35 H Road
Acton, Maine 04001
Attn - Town Administrator

DEADLINE TO BID IS May 25, 2022

1.0 Scope of Work

- 1.1 Replacement of the existing siding and painting of all the trim on rear side of the Town Hall.
- 1.2 All work shall be completed before November 1, 2022.
- 1.3.1 The worksite shall be keep clean, neat safe and secure at all times.
- 1.4 All contractors and employees shall be properly insured.
- 1.4.1 Minimum required insurance of 1,000,000 general liability.

2.0 Permits / Working Schedule

- 2.1 Work may be preformed from 6am - 8pm; any work involving loud noises can only be performed from 7am - 7pm.
- 2.2 The contractor shall post the worksite with signage and barricades allowing “Authorized Personnel Only” into the worksite.
- 2.3 The Town will post signage “Please Use Main Entrance Only During Construction”.
- 2.4 The Select Board has the final say in all matters.

3.0 Preparations and Paint Work

- 3.1 Removal of the existing siding and the legal disposal of it from the site.
- 3.2 Replace all exterior window trim, door trim on the south side and any other rotted trim boards and sheathing as needed.
- 3.3 Trim boards shall be replaced with 5/4”x 4” # 2 pine (pre-primed all 4 sides).
- 3.4 Scrape all loose paint on the existing eaves/overhangs, corner boards, window trim, sashes and the covered roof system over the 3 entrance doors with the legal disposal of the paint chips off site.
- 3.5 Wash all areas to be painted with Tri Sodium Phosphate and rinse allowing a minimum of 48 hours to dry.
- 3.6 Install a full primer coat on all bare wood with 2 coats on the window sills (using California Trouble Shooter Oil Base White Primer # 217) allowing a minimum of 24 hours drying time.
- 3.7 Apply 2 coats of latex paint (using California Fresh Coat White Exterior Velvet Flat # 450XX) allowing a minimum of 4 hours between each coat.
 - 3.7.1 All painting products shall be installed per the manufacturer’s specifications.
 - 3.7.2 Painting shall only be performed during favorable weather conditions.
- 3.8 Washing all of the exterior window sashes.
- 3.9 Contractor will be able to use the Town of Acton Transfer Station to dispose of material at no additional cost.

4.0 Siding Installation

- 4.1 Install flashing on the existing windows and doors as per the siding manufacturer's specification.
- 4.2 Installing White Double 4 CertainTeed Monogram # 46 vinyl siding (or another Pre approved product from an equivalent manufacture), with ¾" white J-channel around all windows and doors etc.

5.0 Additional Work

- 5.1 Installing exposed phone and cable TV wiring behind the new siding
- 5.2 Covering all trim with .040 white aluminum bent metal trim
- 5.3 Replace window and door trim with AZEK white 1 x 4 with J-channel.
- 5.4 Installing 1/4" foam under new vinyl siding.

6.0 Payments, Incentives and Penalties

- 6.1 All requests for payment shall be submitted to the Town Administrator for approval of work completed.
- 6.2 Approved request for any payments submitted by Friday shall be processed and a check released within 10 calendar days.
- 6.3 Any additional work, not part of the original excepted proposal shall be pre approved on an "Additional Work Authorization Form" prior to any additional work commencing.

7.0 Warranty

- 7.1 All workmanship shall be warranted for a minimum of 1 year from the date of the final payment request approval.
- 7.2 The General Contractor shall coordinate any product warranty issues for 3 years on painting related issues and 5 years on any siding issues.

8.0 Successful Bidder

- 8.1 The project completion date may be extended due to adverse weather conditions or back order of material as approved by the Select Board.
- 8.2 The General Contractor must advise the Town Administrator of any delays in which may involve a request of an extension to the completion date at the time of the delay (no later than 24 hours after the delay).
- 8.3 The successful bidder will be reasonable to follow all Local, State and Federal laws and regulations.
- 8.4 The General Contractor shall assign a Project Supervisor to the project.
 - 8.4.1 The Project Supervisor will be on site everyday that any work is being performed.
 - 8.4.2 The Project Supervisor will be the primary contact between the General Contractor and the Town.
- 8.5 There shall not be any significant change to this R.F.P. by the General Contractor or the Town without notifying one other in writing.
 - 8.5.1 No significant change may be performed by the G.C. without the Town's written approval.
- 8.6 The General Contractor shall conform with all State and Federal Regulations.