**REQUEST FOR PROPOSAL**

**AND**

**SPECIFICATIONS**

**REHABILITATION OF CLASSROOMS**

**SLOCUM CHILD CARE CENTER**

**25 RUMFORD STREET**

**WATERBURY**

**CONNECTICUT**

**BY**

**TEAM INC**

**February 15, 2019**

**Documents To Be Submitted With Proposal**

* **Conflict of Interest Form**
* **Site Visitation Statement**
* **Certificate of Experience**
* **Proposal**
* **Bid Bond (For Proposals over $100,000.00 See General Conditions)**

**Note: Projects over $2,000.00 are subject to Davis Bacon Act including Prevailing Wage Requirements. See General Conditions.**

**Documents Required If Selected For Project**

* **Certificate of Insurance**
* **Performance Bond (For projects over $100,000.00)**
* **W-9 Form**

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**DEFINITIONS**

**Owner**.....................................................Team Inc.

30 Elizabeth Street

Derby Connecticut

**Owner’s Representative**........................Any individual employed or retained by the Owner for administrative or technical services on the project.

**Bidder**…………………………………………………. Any individual, partnership, firm or corporation submitting a bona fide proposal to the Owner for the

Work contemplated.

**Contractor**...............................................The person, persons, partnership or corporation contracting to perform the Work to be done in accordance with the Contract Documents.

**Proposal/Bid**……………………………………… The form furnished by the Owner, properly completed and submitted as a price for all the Work.

**Project/Work**………………………………………The entire Work to be completed under the Contract. The terms project and work are used interchangeably

and are to have the same

**Provide/Install……………………………………**The terms provide and install mean all procurement

and installation necessary to have the item complete

and ready for use.

**Specifications**……………………………………… The descriptions, directions, provisions and requirements contained in the Contract Documents together with all written agreements made pertaining to the method and manner of performing the work or to the quantity and quality of materials to be used in the work.

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**INSTRUCTIONS TO BIDDERS**

**A.1 Scope of Work**: The work involves the rehabilitation of classrooms on the main floor, also called the first floor, and the lower floor. The work shall include but not be limited to all material, labor, equipment and items of work necessary to complete the project with the rooms ready for occupancy and electrical and plumbing systems complete and operating. An outline of the work involved is:

* Remove existing tile floors, repair existing subfloor and install new VCT in main floor area and ceramic tile in children toilet area.
* Remove existing ceiling lights and replace with LED lights with dimmer switches.
* Paint walls, ceiling and piping excluding trim around bulletin boards and cabinets.
* Reset plumbing fixtures.
* Install accessories
* Clean thoroughly.

**A.2 Site:** The site is located at 25 Rumford Street in Waterbury Connecticut and is bordered by North Walnut Street and Division Street. In the description of the site and building used in this document the north direction is assumed to be parallel to Rumford Street and North Walnut Street. The south end of the building is the Division Street end. The building, constructed in the early 1900’s, is a multi-story brick structure with a basement/lower level. Major renovations to the building were done in 2013 and 2014 primarily to the roof and first floor area and additional modifications to the main and lower floor area done in 2018. Renovations of the top floor were also completed in 2018. All classrooms have a children’s toilet area with sink.

**A.2.1 Site Investigation:** Arrangements will be made to allow prospective bidders to examine the facility and make whatever field measurements the bidder feels necessary to prepare his bid. Measurements shown on the floor plans included in these documents are approximate.

**A.2.2 Site Constraints:** Parking is limited within the site limits. It will not be possible to have more than four vehicles of van size or pickup trucks parked on the site during operational hours.

**A.2.3 Site Safety**: In addition to conventional concerns regarding safety at any site the

Bidder is cautioned that pre-kindergarten age students occupy the building and

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caution must be exercised in the location of any materials, equipment, tools and debris of any type stored on the site. Some of the classroom ceilings have been found to contain lead-based paint requiring work to be in compliance with Connecticut Department of Public Health Regulations. Work in these classrooms must be done by EPA RRP certified contractors in strict compliance with the regulations.

**A.3 Time Limitations:** All work is to be completed within thirty (30) consecutive calendar days of the date included in the Notice to Proceed issued by the Owner. A specific schedule is included in this document for each phase.

**A.3.1 Building Availability:** Work may proceed at the site from five -thirty (5:30) pm to six-thirty (6:30) am Monday through Friday and with no limitations on Saturday and Sunday.

**A.3.2 Deliveries:** To avoid conflicts with traffic when students are arriving deliveries will have to be arranged with Team Inc. Whenever possible, deliveries are to be scheduled when the building is not in operation.

**A.4 Clarifications and Addenda:** Prior to Receipt of Bids the Owner may issue clarifications or additions to the Bid Documents and Specifications to the Bidders which may be done by conventional mail, fax or electronic mailing. Therefore, it is important that bidders provide the Owner with the information necessary to receive communications when the bidding documents are obtained.

**A.5 Basis for Bids:** The appendix provides a description of the building structure, rooms and corridor sizes. Any contractor submitting a bid is required to visit the site to insure he has an understanding of the existing conditions. The proposal separates the bid for the work into three components listed as phases. In comparing submissions, the total bid will be used to compare the proposals. If the total project is awarded, it will be awarded to one contractor. Phases will not be awarded separately to different contractors. The bidder is to include costs related to the accommodations necessary because the facility will be in operation, the restricted schedule and presence of lead paint.

**A.6 Safety and Health Regulations:** This project is subject to all the Safety and Health Regulations (CFR 29 Part 1926 and all subsequent amendments) as promulgated by the U.S. Department of Labor and all Federal and State Regulations concerning lead. All requirements for signs, waste containment and disposal, cleanup and release of the area by lead inspectors must be followed.

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**SPECIFICATIONS**

**B.1. Materials:** All materials used shall be commercial products by recognized manufacturers used for the intended purpose for a period of at least five years and conform to the requirements of Municipal, State and Federal Codes and Regulations.

**B.2 Classroom Floors:** The existing VCT will be removed. The floor cleaned and the subfloor patched as required. If any joists are found to be defective joist will be fastened to the side of the defective component. Payment for replacing subfloor will be at the square foot price bid. Payment for adding joist will be at the linear foot bid in the specification. A self levelling course will be installed as necessary. After the floor is prepared for tile, if there will be a delay in installing VCT, it is to be covered with building paper until the VCT is installed. New tile will be installed, VCT for the floor except for the toilet area which will be ceramic tile. Cove molding shall be installed at the intersection of floor and walls.

**B.2.1 Material:** Vinyl Composition tile (VCT) shall be 12 inches square and 0.125 inches thick. The surface shall be smooth and colors/pattern full depth. VOC content shall be 50g/L or less. Colors and pattern will be selected by Team Inc. The manufacturer must have been producing the product for at least five years and the product must be available for purchase within the State of Connecticut.

Leveling and patching compounds must be produced or approved by the tile manufacturer. Latex-modified, Portland cement products are to be used whenever possible.

Water-resistant adhesive compatible with the tile and existing floor surface is to be used. Preference is to be given to products manufactured by tile manufacturer. VOC content is to be 50g/L or less.

Cove molding shall be four inches in height of a color selected by Team Inc.

Ceramic Tile shall be grade 5 with a coefficient of friction equal to or greater than 0.42 when tested in accordance with ANSI A137.1. Backer units shall be cementitious intended for use in wet areas and conform to ASTM C1325 Type A. Grout shall be water cleanable epoxy type complying with ANSI A118.3 with a VOC content of 65 g/l or less.

At the junction of vinyl composition tile and ceramic tile, occurring at the entrance to

toilet areas, a vinyl T type molding is to be used. It shall conform to ADA requirements.

Exterior grade AC plywood is to be used for underlayment. The smooth sanded side must be free of knots and imperfections. Fasteners shall be a ring or screw shank nails, 4d with a minimum 12-1/2 gage shank diameter.

**B.3 Replacement of Ceiling Lights:** The existing lights are to be removed, disposed of and new LED fixtures installed. The location and amount of lights to be furnished and installed will be

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different from the existing. The classrooms will have twelve (12) LED lights requiring new conduit. Dimmer switches will be required for the lights. Lights will be surface mounted except for Room 12 which has a suspended ceiling and will need fixtures installed in the ceiling grid. Conduits will be surface mounted. Conduits will be installed at the junction of ceiling and walls and perpendicular to the walls. They are not to be installed diagonally to the walls.

**B.3.1 Materials:** Light fixtures to be provided and installed will be designated by Team Inc. They will be surface mounted to the ceiling except for Room 12 which has a suspended ceiling. Dimmer switches must be specifically rated for LED lights and must be capable of controlling the number of lights on the circuit. Switch covers are to be metal not plastic. All components of the work are to be UL certified.

**B..3.2 Electrical Wiring:** All wiring and components necessary to power and operate the lighting system are to be included in the project. All work is to be in compliance with required codes, regulations and professional standards. All exposed wiring is to be covered with architectural covers such as wire mold.

**B.4 Preparation of Walls and Painting:** Ceiling and walls including all trim and woodwork are to be given two coats of paint. Piping at ceiling will be painted to match as will piping at walls.

**B.4.1 Procedure:** Remove bulletin boards an prepare walls; all cracks, holes and similar imperfections shall be filled and sanded to provide a uniform smooth surface. Latex paint shall be used. All exposed ducts, clamps, brackets and other devices shall be cleaned and, prepared for painting. A prime/sealer coat followed by a final coat shall be applied. Sanding between coats shall be done as necessary to remove blemishes. All paint shall be cleaned from adjacent surfaces to provide a finished professional appearance.

**B.4.2 Material:** Prime coat shall be institutional low odor VOC. It shall be MPI (Master Painting Institute) No. 149.Intermediate coat shall be latex low odor matching the topcoat. Top coat shall be MPI No. 143 institutional low odor. Colors will be Sherwin Williams; Cotton White 7104 (flat) for ceiling and Cream 7556 (semi-gloss) for walls.

**C.1 Sequence and Phasing:** The project is separated into three phases. Phases 1 and 3 have ceilings that contain lead paint and work must be by a certified RRP contractor. EPA 40 CFR Part 745 subpart E and EPA-740-F-008-003 apply. The contractor is to comply with all applicable Federal, State and Municipal Regulations. The sequence for each phase is to be:

* Beginning Friday at 5:30 and completing by Monday at 5:30 am. Move furniture into hall where possible and cover furniture and equipment that has to remain in room. Set up signs and complete all preparations necessary for working with lead paint. Remove existing lights, install new lights, complete all electrical work, clean and remove set up required because of lead paint. A lead inspector will be on site

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to monitor set up and clean up. All directions of the lead inspector will be followed.

* Beginning at 5:30 pm and working until 5:00 am paint ceilings and walls Tuesday through Thursday with classrooms ready for use each day.
* Beginning Friday at 5:30 pm and completing by Monday 5:30 am. Remove furniture from rooms and place in hall. Remove plumbing fixtures and existing tile, repair, reconstruct and replace sections of subfloor as needed. Install VCT and ceramic tile. Install plumbing fixtures, Clean and leave room ready for occupancy.

Ceramic tile in Toilet area can be installed any night as long as it is ready by the following morning. All classrooms have toilet areas approximately 8 feet by 8 feet.

Phase two does not involve rooms that have lead paint in the ceilings and the provisions that apply to a lead paint environment are not required.

**C.1.1 Phase One:** Phase one will include Rooms 7.8.9.10 and 11 on the main floor.

**C.1.2 Phase Two:** Phase two will include Rooms 5,6,12,13 and 14 on the main floor.

**C.1.3 Phase Three:** Phase three will include Rooms 1,2,3, and 4 on the lower level.

**D.1 Payment:** The proposal requires a lump sum cost per phase and unit costs for providing and installing plywood floor which will be determined once the tiles are removed and a linear cost for installing nominal sized 2-inch by 6-inch lumber used to add to existing joist to support the floor. For the purpose of the proposal the bidder is to use 5/8-inch thick plywood. Payment will be made based on the cost per room and the quantities actually used of plywood and joists.

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PROPOSAL

TO TEAM INC.

REHABILITATION OF CLASSROOMS

SLOCUM CHILD CARE CENTER

25 RUMFORD STREETWATERBURY, CONNECTICUT

Brief Description

Quotation for all work necessary for the rehabilitation of classrooms at the Slocum Child Care Center at 25 Rumford Street, Waterbury Connecticut including all permits, testing and approvals. Prices entered below include all work required and necessary for a complete installation.

1. Lump Sum Price for all work needed for the rehabilitation of all rooms in Phase One except for work listed below to be paid on a unit cost basis:

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Lump Sum Price for all work needed for the rehabilitation of all rooms in Phase Two except for work listed below to be paid on a unit cost basis:

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Lump Sum Price for all work needed for the rehabilitation of all rooms in Phase Three except for work listed below to be paid on a unit cost basis:

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Price per square foot for removing existing wood floor and providing and installing plywood floor as needed $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ x estimated quantity of 1500 square feet = $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Price per lin. foot for providing and installing 2 inches by 6-inch joist to reinforce the floor as needed $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ x estimated quantity of 200 lin. feet = $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Total of Items 1 through 5: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Submitted By\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Firm

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**AGREEMENT BETWEEN OWNER AND CONTRACTOR**

**THIS AGREEMENT** made on this the\_\_\_\_\_\_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_in the year two thousand and nineteen

**BY AND BETWEEN** Team Inc. 30 Elizabeth Street, Derby Connecticut hereinafter called the **Owner**

**AND** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_hereinafter called the **Contractor**.

**WITNESSETH**: that the Owner and Contractor undertake and agree as follows:

**ARTICLE A - WORK**

The Contractor shall perform all work required by the Contract Documents Request For Proposal and Specifications, Rehabilitation of Classrooms, Slocum Child Care Center, 25 Rumford Street, Waterbury Connecticut in accordance with documents listed below.

Complete and fulfil everything indicated by this Agreement.

Commence work at a date determined by the Owner and prosecute the work continuously until complete.

**ARTICLE B – CONTRACT DOCUMENTS**

General Conditions Construction Projects in Connecticut, Slocum Building, 25 Rumford Street, Waterbury Connecticut, Revised Feb. 4, 2019

Request For Proposal and Specifications Rehabilitation of Classrooms, Slocum Child Care Center, 25 Rumford Street, Waterbury Connecticut, February 4, 2019.

**ARTICLE C – PRECONSTRUCTION DOCUMENTS**

Prior to construction the following documents shall be submitted and approved as required by General Conditions and Request for Quotation:

Performance Bond and Certificate of Insurance

**ARTICLE D – CONTRACT PRICE**

The Contract Price is $\_\_\_\_\_\_\_\_\_\_\_\_. Which price maybe adjusted by provisions of and in accordance with the General Conditions, Request For Proposal and issued and completed Change Orders.

**ARTICLE E – PAYMENT**

Subject to applicable legislation the Owner shall make payments for approved work in accordance with the provisions of the General Conditions dated August 8, 2017. The amount of the payment will be ninety-five percent of the approved work completed. Five percent of the final payment will be retained for a period of six months as stipulated in the General Conditions.

**ARTICLE F – SUCCESSION**

The General Conditions of the Contract and all other Contract Documents are to form part of this Agreement and the Whole constitute the Contract between the parties and subject to law shall ensure to the benefit of and be binding upon the parties hereto, their successors and assigns.

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**IN WITNESS WHEREOF** the parties whereof the parties hereto have executed the agreement by the hands of their proper officers hereunto duly authorized.

**OWNER: CONTRACTOR:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ signed signed**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ name and title name and title**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date date**

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**APPENDIX**

**LIGHT FIXTURES**

**ILLUSTRATIVE FLOOR PLANS**

**TYPICAL LIGHTING PLAN**

**\**

**EXISTING LIGHTING FIXTURES**

**ROOM NUMBER NUMBER OF FIXTURES**

1. 10
2. 12
3. 9
4. 9
5. 8
6. 8
7. 8
8. 8
9. 8
10. 8
11. 8
12. 8
13. 8
14. 8

**PROPOSED LIGHT FIXTURES**

The new LED Fixtures shall be the same style and appearance as the fixtures used for the rooms on the top floor. They will meet the lighting required for a daycare license of 50 ft. candles at the floor. Ceiling height is 13 feet. Dimmer switches shall be used.

**ADDENDUM**

**Floor Tiles:** A stripe one tile in width shall be centered in each classroom door extending to the opposite wall. The main floors shall be Johnsonite Ashes V214. The stripe, from the center of the doors, shall be Johnsonite Pool Side V253. Cove Molding shall be Johnsonite Colonial Grey CG. The ceramic tile, within the Children’s toilet area, shall be 12x24 inches where possible Vita Elegante Bianco; 6x24 and 3x12 tiles are to be used only where necessary.