

## INSTRUCTIONS TO BIDDERS

Mail or deliver this entire completed bid package in a sealed envelope to be received no later than 2:10 PM on July 25, 2019.

TO: Town of Middlebury  
First Selectman's Office  
1212 Whittemore Road  
Middlebury, CT 06762

To be noted on the outside of the envelope:

DO NOT OPEN UNTIL 2:10 PM on July 25, 2019

Project # 081-PI-07-REHAB  
Kimberly Seman  
351 Lake Shore Drive  
Middlebury, CT 06762

Mandatory pre-bid conference.  
July 11, 2019, 9:00 AM  
351 Lake Shore Drive  
Middlebury, CT 06762

NOTE: Contractor is to submit the entire bid package and any addendum issued. All bids must be filled in completely. It is suggested that the contractor retain a copy of the entire bid package.

All bids shall remain in effect for forty-five (45) calendar days after the receipt of bids.

CONTRACTOR'S BUSINESS NAME: \_\_\_\_\_

AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER  
WBE/ SBE/ MBE & SECTION 3 DESIGNATED BUSINESSES  
ARE ENCOURAGED TO APPLY

## GENERAL CONDITIONS

OWNER: Kim Seman  
ADDRESS: 351 Lakeshore Drive  
Middlebury, CT 06062

PROJECT:081-PI-07-REHAB

1. The Contractor, unless otherwise specified, shall provide all labor, materials, tools, equipment, and related items, and pay all necessary taxes, fees, and permit costs necessary to complete all of the work as detailed on the attached scope of work.
2. All rehabilitation, alterations and repairs shall be performed in accordance with applicable Building codes. All electrical, heating, and plumbing work shall be performed in accordance with applicable Building codes. Before commencing work, contractors and/or subcontractors shall obtain all necessary permits. Contractor shall provide copies of required permit(s) and sign off from the respective authority having jurisdiction to the Owner & Program Manager prior to any payment.
3. The Contractor certifies and acknowledges that he has familiarized himself with the requirements of the specifications and understands the extent and nature of the work specified here within. That he has inspected the premises and given full attention to all areas in which he will become specifically involved and has familiarize himself with the conditions relating to and affecting the work and his bid.
4. The selected Contractor must, prior to contract signing, supply the Town of Middlebury and the Owner & Program Manager with the original certificates of insurance for general liability, auto liability, and worker's compensation, as applicable. General liability insurance shall be a broad form contractual endorsement with minimum limits of one million (\$1,000,000.00) dollars per occurrence for bodily injury and five hundred thousand (\$500,000.00) dollars per occurrence for property damage. Auto Liability insurance shall cover hired and non-hired autos in accordance with State law. Workers' Compensation Insurance shall have a minimum limit of one hundred thousand (\$100,000.00) dollars for each accident. The Contractor shall indemnify and save harmless the Owner and the Town of Middlebury under these policies. The contractor shall name the Owner, the Town of Middlebury and It's Agents as additional insured as their interests may appear on the General Liability Insurance.
5. The Owner may cancel this contract by TBD and not be liable to the Contractor or the Municipality. Should the Owner opt to cancel they must sign and send the attached cancellation notice, see Attachment A, to the Contractor, other wise the Owner shall issue a Notice to proceed authorizing the contractor to commence with the proposed improvements. Should the Notice to Proceed not be issued prior to 10 consecutive calendar days from the date of the expiration date of the right to cancel then the Contract will become Null and void.

6. The Contractor shall commence work under this contract prior to TBD and complete the work by TBD.
7. The Contractor and Owner agree that all services offered by the Municipality and A&E Services Group, LLC. (hereinafter referred to as the "Program Manager"), which may affect the Contractor and Owner, are offered to facilitate the project implementation and applicable program compliance. The Contractor and Owner agree to, upon review and acceptance of such services provided, indemnify, defend, save and hold harmless the Municipality and Project Manager, their officers, agents and employees from and against any and all damage, liability, loss, expense, judgment or deficiency of any nature whatsoever (including, without limitation, reasonable attorney's fees and other costs and expenses incident to any suit, action or proceeding) incurred or sustained by Municipality or Project Manager which shall arise out of or result from Project Manager 's actions performed in good faith of services pursuant to the Professional Services Contract. The Contractor and Owner agree that the Project Manager shall not be liable to the Contractor or Owner, its heirs, successors or assigns, for any act performed within the duties and scope of employment pursuant to Professional Services Contract.
8. All materials shall be new and of acceptable quality to what is specified. The property Owner shall select all colors for materials. All work performed, and materials utilized must be performed and installed in accordance with the applicable manufacturer's latest instructions and specifications. If there is a conflict between the specifications and manufacturer's installation instruction, the manufacturer's installation instructions shall prevail.
9. All work shall be neat and accurate and done in a manner in accordance with customary trade practices.
10. All manufacturers' warranties are to be extended to the property Owner free and clear of all liens.
11. The Contractor shall provide a written warranty and guarantee for labor and materials for a one (1) year period from the date of the Certificate of Completion. This guarantee shall be in addition to and not in limitation of, in lieu of, or modify any other guarantee that is due the property Owner from any manufacturer. See enclosed sample letter of warranty and guarantee.
12. The Contractor shall repair or replace all work, materials, and equipment which are found to be defective during the construction and guarantee period. Repair shall include any damage to surrounding work caused by the failure and/or necessary for the repair or replacement of the defect. All repairs and replacements shall be performed at no additional expense to the Owner and shall be completed prior to final payment.

13. The Contractor shall be responsible and take all necessary measures and precautions to protect and safe keeping of the surroundings from damage occurring due to the performance of their work. If such damage occurs, it will be repaired by the Contractor at no cost to the Owner. All on-site maintenance relating to the performance of the work shall be the responsibility of the Contractor until the Certificate of Completion is issued. The project shall be maintained in a habitable and safe condition daily if the project is to remain occupied
14. The Contractor shall be responsible to remove and lawfully dispose of all debris resulting from his work in accordance applicable laws and regulations unless otherwise specified.
15. The Contractor shall reinstall any accessories removed while performing the work.
16. No changes shall be made to the contracts scope of work by either the Owner or Contractor without the written consent of the Project Manager. Any approved change in the scope of work will not commence until a written change order is processed and fully executed by the property Owner, Contractor and the Program Manager. Any work performed with out a fully executed change order may not be eligible for payment.
17. The Contractor may request a maximum of one progress payments. Payments will be made only for work completed, inspected and approved by the local authority having jurisdiction over the work, the Owner and Program Manager. The Contractor's request shall be in the form of an itemized bill, made to the Owner, for the portion of work completed to date. No payment will be made for materials stored on site. Payment requests shall be accompanied by a fully executed Lien Waiver, on a form provided by the Program Manager or other documentation, satisfactory to the Program Manager and Owner. The Contractor shall be responsible for obtaining the signatures and presenting them upon final payment.
18. Working hours shall be Monday – Friday 8:00 AM – 5:00 PM. Unless otherwise agreed to by the Owner. The Owner shall be responsible to make the property available to the Contractor during these hours. If the Owner is not available during these hours they shall appoint someone to be there as their representative.
19. If the Contractor is delayed at any time in the progress of the work by any act or neglect of the Owner, or by changes ordered in the work or by labor disputes, fire, unusual delay in delivery of materials, transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any causes beyond the Contractor's control, or by delay authorized by the Owner pending dispute resolution or by any other cause which justifies the delay, the contract time shall be extended by Change Order for such reasonable time as may be agreed upon by all parties. It shall be the responsibility of the Contractor to request and document in writing the reasons for such extensions within three (3) calendar days of the occurrence.

20. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, or if the Contractor does not commence or pursue the work as hereinafter stated within the contract period, then the Owner shall have the right to terminate this agreement and to hire a successor Contractor to perform the remaining work. Any such termination shall be by certified mail to the Contractor to the address noted in this agreement and shall be effective as of the date of mailing.

21. In the event of termination payments by the Owner to the original contractor and successor contractor shall be as follows:

The successor Contractor shall first be paid and then the terminated Contractor. Payments to the terminated Contractor shall be limited to those funds remaining after payment to the successor Contractor but shall not exceed the value of the work performed by the terminated Contractor. Should the total cost for work performed by the successor contractor under this contract exceed the amount stated in this agreement due to the Contractor's termination, then the Owner shall have a cause of action against the terminated Contractor for any such additional cost.

22. All claims or disputes between the Owner and Contractor arising out of or related to the work shall be resolved by the Program Manager, Town Representative and Local Code Official. It is understood and agreed by the parties hereto that neither party will institute any form of legal action, including, but not limited to, attaching the assets of the other party, unless and until it has made a good faith attempt to have the dispute resolved in accordance with the provisions of this Section. Noncompliance with the conditions precedent constitutes a waiver of the right to assert said claim.

23. The Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual preference, national origin, or mental or physical disability during the performance of this agreement. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, without regard to their race, color, creed, religion, sex, sexual preference, national origin or mental or physical disability. This provision will be inserted in all subcontracts for work covered by this agreement.

24. In the event of the Contractor's noncompliance with this equal opportunity clause or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further contracts in accordance with procedures authorized in Presidential Executive Order 11246, or by rule, regulations, or order of the Secretary of Labor or as provided by law.

25. The premises herein shall be occupied during the construction work.
26. No officer, employee or member of the Governing Body of the Town of Middlebury shall have any financial interest, direct or indirect, in this contract or the proceeds of this loan.
27. The Owner and/or Town retains the right to reject any or all bids or any part of any bid in part or in whole if deemed to be in the best interest of the Owner and/or Town.
28. Substitutions of materials from that specified are only allowed on an approved/equal basis. The Contractor must submit written documentation of the substitute item or material for approval by the Owner and Program prior to making such substitution. Any items or material substituted by the Contractor without prior written approval of the Owner and Program will at Contractor's expense be replaced if it is determined not to be equal to the item or material specified. Any surrounding, adjoining, or dependent items affected by replacement of unequal substituted material shall also be replaced, reworked, and reinstalled at no cost to the Owner.
29. Bids shall contain prices for general categories of work and/or items as specified on the attached sheet. In the event of a discrepancy between prices listed in the specifications and those on the cost summary sheet, the prices listed in the specification for that section shall prevail. In the case of a mathematical error by the Contractor, the correct sum of the individual line items in the specifications (not in the cost summary) shall be the Contractor's bid.
30. All bids shall remain in effect for forty-five (45) calendar days.
31. The Owner will supply all necessary power required by the Contractor at no additional cost to complete his work. Power shall be limited to the use of existing outlets and shall not exceed the existing capacity of the system. Power required over the capacity of the existing electrical system shall be the responsibility of the Contractor. Heating during construction shall be supplied by the owner.
32. Any and all rehabilitation work under this Agreement will comply with the requirements of the Federal Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4831) which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with Federal Assistance in any form.

The construction or rehabilitation of residential structures receiving assistance under this contract is subject to the final regulations "Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally owned Residential Property and Housing Receiving Federal Assistance". The regulation is at 24 CFR Part 35. It implements sections 1012 and 1013 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, Title X, of the Housing and Community

Development Act of 1992. Sections 1012 and 1013 amend the Lead-Based Paint Poisoning Prevention Act of 1971.

The Owner shall have sole responsibility for assuring that his property conforms to the Lead-Based Paint Removal Requirements and neither the Municipality or Program Manager shall assume any liability whatsoever as a result of identifying volatile levels of Lead-Based Paint or its removal.

The Contractor shall adhere strictly to the provisions of the "Lead-Based Paint Poisoning Prevention Act". Specifically, the Contractor will not utilize lead-based paint as a finish or undercoat or any other use in or out of residential dwellings funded in whole and/or part by the Federal Government.

33. The specifications are complimentary. The Contractor is responsible for estimating all work described in the specifications. All work, is to be included in the bid summary sheet by appropriate line item. The contract will only be awarded to general Contractors bidding on ALL line items.

**ATTACHMENT A**

**Notice of Cancellation**

«Date»

You may cancel this transaction without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within ten business days following receipt by the seller of your cancellation notice, and any security interest out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk. If you do make the goods available to the seller and the seller does not pick them up within twenty days of the date of the cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, or send a telegram to «Business\_Name» at «Contractor\_Address», «Contractor\_CityStateZip», not later than midnight of «Contract\_Cancel\_Date».

I hereby cancel this transaction.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

### **GENERAL CONSTRUCTION NOTES**

1. The Contractor shall perform the work to accommodate to the greatest extent reasonable the normal use of the premises by the Owner during the construction period.
2. It is the Owners intention to proceed with the dwelling occupied during the entire construction project. Coordinate with the Owner in all construction operations to minimize conflict, and to facilitate the Owner usage of the dwelling, parking, and access to the building. Working hours are Monday – Friday, 8:00 AM – 5:00 PM unless otherwise agreed to by the Owner.
3. The Contractor shall maintain containment within the work area when performing lead based paint reduction activities as required, until such time as clearance is received.
4. The Contractor shall coordinate any and all short-term interruptions or shutdowns with the Owner prior to commencing.
5. The Contractor shall take every precaution to ensure the safety of the occupant(s) during all phases of construction. The Contractor shall to the greatest extent reasonable maintain a least one exit for access. Coordinate restrictions and closures with Owner.
6. The Contractor shall be responsible for protecting the dwelling and contents from weather and or physical damage during construction.
7. The Contractor shall be responsible for any damage caused to the building and or contents caused by lack of said protection to the dwelling or contents until completion of the contract at no additional cost to the Owner.
8. The Contactor will be responsible for the movement of the owner's furnishings as required to facilitate the proposed work The Owner is responsible for the movement and safe keeping of valuable personal items and kick-knacks.
9. The Contractor shall assume full responsibility for the protection and safekeeping of his materials and products under this Contract stored on the site. The Contractor shall move any stored products under the Contractor's control which interfere with operations of the Owner.
10. Plants, shrubs, and lawn areas are to be protected from damage and debris. Repair and/ or replacement of all damage to existing landscaping shall be done at no additional cost to the Owner.

### **Project Meetings**

1. The selected Contractor shall attend a contract signing and pre-construction meeting as scheduled by the Owner and Project Manager.

Kimberly Seman  
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Project # 081-PI-07-REHAB

2. The selected Contractor shall attend periodic job meetings during the course of construction, on site, as required.

### **Product and Execution**

1. Workers shall be experienced and skillful in performing the work assigned to them.
2. Contractor shall verify critical dimensions, operations and functions in the field before ordering or fabricating items which must fit adjoining construction. The Contractor shall verify all existing conditions and dimensions prior to the work. Any and all discrepancies shall be reported to the Owner and Project Manager prior to ordering any materials or performing the work.
3. The Contractor shall follow manufacturer's instructions for assembly, installation and product adjustment. In the event of conflicting specifications the specifications of the manufacturer shall prevail.
4. The Contractor shall notify the Owner and Project Manager, within 24 hours of discovery, in the event unforeseen circumstances. If the work is deemed additional or extra by the Project Manager then a change order will be negotiated, executed and authorized by the Contractor, Owner and Project Manager prior to the commencement of the work. Any work performed prior to the execution of a change order may not be considered for payment.
5. The specifications do not attempt to detail every task and procedure required to perform the work in full. The Contractor shall perform the work as required to complete the work in a professional manner using customary trade practices and standard work practices.

### **Removal of Debris and Site Maintenance**

1. The contractor shall include in their bid the cost of trash containers and the removal and lawful disposal of said debris off site as required.
2. The Contractor shall coordinate with the Owner for the placement of trash containers if necessary prior to the start of demolition.
3. The Contractor shall be responsible for the daily clean up and maintenance of the site. All debris, construction materials, scrap, rubbish etc. shall be placed in a trash container or dumpster on a daily basis. Sidewalks, driveways and pedestrian ways shall be clean and free of debris at the end of each day.
4. The Owner shall not place anything in the dumpster without prior approval from the Contractor.

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

### **Material Delivery, Storage and Handling**

1. The Contractor shall determine and comply with manufacturer's recommendation on product handling, storage installation and protection.
2. Products shall be delivered to the job site in their manufacturers' original containers, with labels intact and legible. Do not deliver materials to job site until they can be properly protected.
3. Maintain packaged materials with seals unbroken and labels intact until time of use.
4. The Owner and or Project Manager may reject materials and products which do not bear identification satisfactory to the Owner or Project Manager

### **Submittal**

The following list of submittals is for the convenience of all parties concerned it is not necessarily a complete list of all submittals required.

1. Submit the following before the start of work:
  - a. Copy of building permit.
  - b. Material submittals.
2. Submittals before Certificate of Completion and final payment.
  - a. Acceptance of work from local Building Official.
  - b. All warranty and guarantee information.
  - c. Signed and notarized lien waivers from first tier subcontractors and suppliers.

### **Warranties and Guarantees**

1. The Contractor shall issue the Owner a written Notice of Guarantee after the date of receipt of Certificate of Completion. Submit to the Owner on letterhead in the following form:

Name of Project and date

I/We, (FIRM NAME), hereby warrant, and guarantee workmanship on labor for the renovations performed at: 351 Lakeshore Drive, Middlebury, CT as per contract signed on \_\_\_\_\_ for a period of ONE (1) YEAR from the date of the Certificate of Completion.

Signed  
Date

**End of Section**

Kimberly Seman  
351 Lakeshore Drive  
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Project # 081-PI-07-REHAB

## **DEMOLITION**

### **General**

Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intent of the proposed work includes but not limited to the following:

1. Perform demolition as shown on attached drawing in first floor bathroom and hallway.
2. Perform demolition as shown on attached drawing in 4 season room.
3. Perform demolition in proposed bathroom area to allow for installation of waste piping.
4. Perform demolition relevant to doors and windows being removed as shown on attached drawing.
5. Perform demolition on flooring within 4 season room to allow for re-piping of baseboard heating.

### **Demolition**

1. Remove and dispose of fixtures, wall, ceiling and floor finishes, cabinets, shelves, electrical and plumbing fixtures, heating, wiring and piping materials in first floor bathroom and hallway. Remove bathroom/hallway wall.
2. Remove and dispose of interior and exterior wall finishes within proposed bathroom area including but not limited to storm and entry door, windows, brick, siding, slate flooring, drop ceiling, electrical wiring and baseboard heating. Salvage wood paneling to
3. Remove and dispose of window and interior and exterior wall finishes on western wall of sunroom.
4. Remove finish flooring and sub flooring in first floor bathroom as required to allow for installation of new waste and water piping as required to accommodate new bathroom.
5. Remove slate flooring and sub-flooring in proposed bathroom to allow for installation of new drain lines for proposed shower, toilet and sink. Salvage slate flooring for infill in 4 season room.
6. Remove slate flooring and sub-flooring in areas as required to install new piping to complete heating loop. Salvage slate flooring for infill in 4 season room.

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

7. Remove and dispose of stove pipe from exterior of building.

**Floor Demo/In-Fill**

1. Remove slate flooring and sub-flooring as required in proposed bathroom and within 4 season room to facilitate installation of shower, waste piping to service toilet, shower and vanity sink and piping to complete heating loop.
2. Upon installation of waste piping and heat piping and approval from local building department install sub-flooring flush with adjacent surface.
3. Install salvaged slate flooring in areas within 4 season room and at bathroom wall. Grout areas. No slate flooring will be re-installed in proposed bathroom area.

**End of Section**

**Cost \$ \_\_\_\_\_**

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Project # 081-PI-07-REHAB

## **CARPENTRY**

### **General**

Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.

### **Framing**

1. All framing shall be done using pressure treated materials when in contact with concrete and Douglas Fir 2" nominal material for studs and top plates. All framing shall be 16" on center unless otherwise stated.
2. Frame in door and window openings in proposed bathroom area to allow for installation of new siding and wallboard. Install 1/2" OSB sheathing on exterior.
3. Frame in opening on western wall of sunroom to allow for installation of 3-0 x 6-8 pre-hung door. Install 1/2" OSB sheathing on exterior.
4. Frame walls for proposed bathroom. Relocate door to bathroom to provide for 48" wall space for proposed vanity. Install blocking and nailers as required to accommodate installation of shower, fixtures and grab bars.
5. Install blocking and nailers as required to facilitate installation of gypsum wallboard.

### **Insulation**

1. Insulate exterior walls in proposed laundry room with R-15 fiberglass faced insulation
2. Insulate exterior walls in proposed bathroom with R-15 fiberglass faced insulation.
3. Insulate framed wall on western side of sunroom with R-15 fiberglass faced insulation.
4. Insulate framed in window openings with R-15 fiberglass faced insulation.

### **Wallboard**

1. Install 1/2" gypsum wallboard on ceiling and walls of proposed laundry room.
2. Install 1/2" moisture resistant gypsum wallboard on walls around shower within proposed bathroom. Install 1/2" gypsum wallboard on remaining walls and ceiling.
3. Install 1/2" gypsum wallboard on exterior wall of proposed bathroom.

Kimberly Seman  
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Middlebury, CT 06762  
Project # 081-PI-07-REHAB

4. Install ½" gypsum wallboard on interior of western wall of sunroom.
5. Tape and compound new gypsum wallboard, sand smooth ready for paint.

### **Doors**

1. Install Johnson Hardware 153068PF frame with 1125 ball bearing hangers and handicap pulls. Install 3-0 x 6-8 door slab. Door shall be six panel pine door. Frame opening as shown on attached drawing.
2. Install Therma-Tru Model S132, 3-0 x 6-8 pre-hung fiberglass door with handicap sill on western wall of 4 season room. Install door plumb level and square so as to open freely and latch securely. Install Schlage Flair Lever Keyed entry lock set model # F51 FLA 626, and single cylinder deadbolt model B60-626 or approved equal.
3. Reframe opening to allow for installation of 3-0 x 6-8 pre-hung pine 6 panel door. Install door plumb level and square so as to open freely and latch securely. Install Schlage Flair bath/bed privacy lock model # F40 FLA 619.
4. Install 2 ½" square stock on new doors. Match existing trim style and fasten with appropriately sized fasteners for rigid installation.

### **Trim**

1. Install 3½" colonial baseboard in laundry room.
2. Install 3½" vinyl cove baseboard in bathroom.
3. Install baseboard in 4 season room/bathroom wall matching existing.

### **Suspended Ceiling Repair**

1. Salvage suspended ceiling tiles as required to infill area removed from existing to new bathroom wall.
2. Install wall angle, grid work and tiles to infill area from existing ceiling to new bathroom wall.
3. Replace stained ceiling tiles with existing tiles as required.

### **Grab Bars**

1. Contractor shall confirm location of grab bars and blocking/framing members prior to installation of wallboard and or shower unit. All blocking shall be 2x6 minimum.

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

2. Install (1) 42" horizontal grab bar on wall to right of toilet. Mount grab bar a maximum of 12" off back wall and 33"-36" above finish floor.
3. Install (1) 18" vertical grab bar on wall at right of toilet. Mount grab bar between 39"-41" from back wall and 39"-41" above finish floor.
4. Install (1) fold down grab bar on wall at rear of toilet to the left of toilet. Mount grab bar between 33-36" above finished floor when folded down.
5. Install (1) fold down grab bar at vanity to the left of sink. Mount grab bar between 33-36" above finished floor when folded down.
6. Install (1) 42" horizontal grab bar on long wall of shower. Mount grab bar at 30"-33" above shower floor.
7. Install (2) 18" vertical grab bars. One on each end wall. Mount grab bar at 36" above shower floor.
8. Install (1) 24" horizontal grab bar on shower wall opposite seat. Mount grab bar at 30"-33" above shower floor.

#### **Linen Closet Shelving**

1. Install 4 shelves and closet pole in bathroom linen closet. Construct shelves using  $\frac{3}{4}$ " birch plywood. Face shelves with  $\frac{3}{4}$ " clear pine. Shelves shall be 14" deep.
2. Space shelves as directed by owner.
3. Stain and polyurethane shelves and support. Color to be selected

#### **Dryer Venting**

1. Vent dryer from new location to exterior of building using rigid smooth walled vent piping.
2. Install vinyl mounting block and back draft damper on exterior wall.

#### **Bathroom Accessories**

1. Contractor shall install toilet paper dispenser, towel bar and medicine cabinet with mirror.
2. Contractor shall use an allowance of \$ 200.00 for accessories.
3. Mount toilet paper dispenser a minimum of 19" above finished floor and 7"-9" beyond

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front of toilet.

4. Mount towel bar at 30"-36" above finish floor.
5. Mount medicine cabinet a maximum of 40" above finished floor.

**End of Section**

**Cost\$ \_\_\_\_\_**

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## **PLUMBING**

### **General**

Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment and services necessary, to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intent of the proposed work is to include but not limited to the following:

1. Install waste, water and vent piping to washing machine in location.
2. Install waste, water and vent piping to shower, toilet and vanity sink in proposed bathroom.
3. Install shower, toilet and vanity sink in proposed bathroom.

### **Waste, Water and Venting**

1. Remove existing water, waste and vent piping as required to facilitate the installation of new water, waste and vent piping.
2. Install PVC waste and vent piping to service washing machine, shower, toilet and vanity sink as shown on the attached drawing. Install PVC piping with all required adaptors, hangers, traps and fittings for complete installation.
3. Install brass mixing/shut off valve for washing machine as manufactured by Kissler & Co. or approved equal.
4. Install PEX domestic water supply lines with all required adaptors, hangers, fittings and valves for complete installation. Install ¼ turn shut off valves beneath toilet and vanity sink.

### **Bathroom Fixtures**

1. Install Bestbath model 5LES26337A1FTB.V2, five-piece roll in shower with trench drain and stainless-steel grate with magnetic attachment or approved equal.
2. Install 24" x 21" x 16" white high-density polyethylene fold down shower seat as distributed by Grab Bar Specialist or approved equal. Install seat as per manufacturers installation instructions. Seat shall be installed on left wall of shower.
3. Install Symmons Origins Shower/Hand Shower System Model 9605-PLR or approved

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Project # 081-PI-07-REHAB

- equal. Install valve and shower heads on long wall of shower enclosure in valve area as required by code. Install valve between 38"-48" above shower base.
4. Install American Standard Cadet 3 Right height round front toilet. Model 3377.128ST white high efficiency 1.28 gallon flush toilet or approved equal. Include soft close seat such as Bemis 200 SLOWT, or approved equal. Install braided 3/8" PS x 1/2" IPS, reinforced nylon supply lines as manufactured by Plumb Craft or approved equal.
  5. Construct vanity top with 43" steel grey on white cultured marble top with pre-cast sink off set to the left as manufactured by US Marble. Install 3/4" birch panel on left side of top to support top and 3/4" x 3 1/2" birch face plate. Install 12" wide 3 drawer base on right. Install drain and trap. Insulate trap work with pipe wrap. Stain and polyurethane panel and face plate with white stain.
  6. Install vanity faucet such as Peerless Dulcet Brushed Nickel 8" center set, 2 handle faucet Contractor shall use \$110.00 allowance for faucet. Allowance does not include taxes or installation. Install braided 3/8" PS x 1/2" IPS, reinforced nylon supply lines as manufactured by Plumb Craft or approved equal.

**End of Section**

**Cost \$ \_\_\_\_\_**

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Middlebury, CT 06762  
Project # 081-PI-07-REHAB

## ELECTRICAL

### General

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.
2. All materials shall be UL listed. All new fixtures shall be Energy Star rated.
3. Any cutting and patching necessary to complete the work described below will be the responsibility of the Contractor.

### Intent

The intent of the proposed work shall include but not limited to the following:

1. Install all required circuitry for laundry from including but not limited to overhead light, and outlets for washing machine and dryer in new location.
2. Install all required circuitry for proposed bathroom including but not limited to overhead light/heat/exhaust fan combination, GFCI and vanity light.
3. Install all required circuitry to operate new overhead light in 4 season room.
4. Install all required circuitry to operate new exterior light located at new entrance to 4 season room.
5. Re-route electrical on western wall as required to facilitate the installation of the new entry door.

### Laundry Room

1. Remove existing electrical circuitry as needed to facilitate installation of new.
2. Install all related circuitry required for the installation of overhead light in laundry room. Fixture to be controlled by new single pole switch located at entrance to laundry room. Contractor shall use \$ 75.00 allowance for overhead light. Allowance shall not include taxes, profit and overhead or installation.
3. Install all related circuitry required for the installation of new outlet to service dryer in new location.

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

4. Install all related circuitry required for the installation of new outlet to service washing machine in new location.

### **Bathroom**

1. Remove existing electrical circuitry as needed to facilitate installation of new.
2. Install all related circuitry required for the installation of overhead heat/light and fan such as NuTone, QuietTest Heat-A-Ventlite, Model QT-9093WH or approved equal. Duct to fresh air and install back draft damper. Fan to controlled by 4 function wall switch included. Locate switch at knob side of entry door.
3. Install all related circuitry required for the installation of vanity light. Contractor shall use \$ 75.00 allowance for overhead light. Allowance shall not include taxes profit and overhead or installation. Vanity light shall be controlled by new single pole switch located above vanity.
4. Install all related circuitry required for the installation of GFCI duplex outlet. Locate outlet above vanity.

### **Lighting & General Electrical**

1. Install all related circuitry required for the operation of new 2'x4' flat panel LED overhead light in 4 season room. Install new 3 -way switches located at entrance to 4 season room from kitchen and new entry door.
2. Install all related circuitry required for the installation of new exterior light to be located at new entry door. Light shall be controlled by new single pole switch located on knob side of entry door within 4 season room. Contractor shall use an allowance of \$60.00. Allowance shall not include taxes profit and overhead or installation.
3. Re-wire existing outlets on western wall of 4 season room as required to facilitate the installation of new door.

**End of Section**

Cost \$ \_\_\_\_\_

Kimberly Seman  
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Middlebury, CT 06762  
Project # 081-PI-07-REHAB

## **HEATING**

### **General**

Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment and services necessary, to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intent of the proposed work shall include but not limited to the following:

1. Remove/re-pipe hydronic baseboard heating within 4 season room to allow for construction of proposed bathroom and installation of new entry door.

### **Baseboard Heating**

1. Remove existing hydronic baseboard heating radiators in 4 season room to allow for the construction of the proposed bathroom and installation of the new entry door.
2. Install required piping to complete heating loop.
3. All cutting and patching required for the installation of new piping shall be included.

**End of Section**

**Cost \$ \_\_\_\_\_**

## **FLOORING**

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment and services necessary, to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intention of this section of the specification includes but not limited to the following:

1. Install new vinyl flooring in laundry room.
2. Install new vinyl flooring in proposed bathroom.

### **Resilient Sheet Flooring**

Materials shall meet or exceed the following ASTM standards.

1. ASTM F137 - Test method for Flexibility of Resilient Flooring Materials with Cylindrical Mandrel Apparatus.
2. ASTM F141 - Terminology Related to Resilient Floor Coverings
3. ASTM F386 - Test Method of Thickness of Resilient Flooring Materials Having a Flat Surface.
4. ASTM F410 - Test Method for Wear Layer Thickness of Resilient Floor Coverings by Optical Measurement
5. ASTM F925 -Test Method for Resistance to Chemicals of Resilient Flooring
6. ASTM F970 - Test Method for Resistance to Chemicals of Resilient Flooring
7. ASTM F1514 - Test Method for Measuring Heat Stability of Resilient Flooring by Color Change
8. ASTM F1914- Test Methods for Short-Term Indentation and Residual Indentation of Resilient Floor Covering
9. ASTM E 648 - Critical Radiant Flux Class I – 0.45 or more watts / cm<sup>2</sup>.
10. ASTM E 662 - Smoke Developed 450 or less, Fire Test Data.

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

**Quality Standards**

1. Overall thickness of material shall be 0.080 inches, (2.0mm) or greater.
2. Wear layer thickness shall be 0.020 inches, (0.5 mm) or greater.

**Manufacturers**

1. Tarkett Preference Plus
2. Armstrong

**Material Allowance**

1. Vinyl flooring allowance: \$25.00 per square yard, for sheet goods only. No perimeter glue products allowed.
2. Allowance represents the suggested retail price for the sheet good only. Allowance does not include taxes, delivery, profit or overhead, underlayment, mastic, transition strips, moldings or installation.
3. Owner to select material within stated allowance.

**Installation**

1. Install ½” APA underlayment grade plywood, in area to receive new floor. Fasten as required by flooring manufacturer. Prep seams so as not to show through finish flooring.
2. Provide and install new resilient sheet flooring as specified. Install sheet flooring in accordance with manufacturer’s installation instructions.
3. Install transition strips at doorways and edges as necessary to smooth out uneven surfaces and join dissimilar floor types.
4. Install shoe molding around perimeter of room. Finish matching existing baseboard.

**End of Section**

Cost \$ \_\_\_\_\_

Kimberly Seman  
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Project # 081-PI-07-REHAB

**Add Alternate #1**

**Flooring Installation in 4 Season Room**

**Intent**

1. Install new laminated flooring in 4 Season Room.

**Laminated Flooring**

1. Remove and dispose of existing slate flooring in 4 season room.
2. Prep sub-floor prior to the installation of new underlayment.
3. Install ½" APA underlayment grade plywood, in area to receive new floor. Fasten as required by flooring manufacturer. Prep seams so as not to show through finish flooring.
4. Provide and install Pergo, Tarket, Mohawk Silent Choice, or Shaw Laminate brand flooring underlayment or equal to second floor hallway and three bedrooms. Install according to the manufacturer specs.
5. Contractor will provide and install all reducers, edges, nosing, shoe moldings or tracks to match floor color and design selected.
6. Color and style to be selected by owner. Allow \$3.00 per sq. ft. for flooring materials only.

**End of Section**

**Cost \$ \_\_\_\_\_**

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351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

## PAINTING

### General

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.

### Intent

The intent of the proposed work includes but not limited to the following:

### General Painting Requirements

1. All painting must be performed in accordance with manufacturer's instructions. All painting is to be performed in two (2) coats, allowing 24 hours between coats.
2. All new or existing surfaces shall be primed with latex primer.
3. Contractor shall use Benjamin Moore, California Paint or Sherwin Williams paint or approved equal. Colors to be selected by Owner from manufacturer's standard color chart.
4. On all surfaces to be painted, any necessary sanding, scraping, cleaning, priming, puttying or other surface preparation is required.
5. All items not requiring painting are to be completely protected from over-spray, drips, or any other damage during the course of this work.
6. Upon completion, all work must be free from runs, drips, sags, variations in color or gloss or any other defect.
7. Areas to be painted:
  - a. Laundry room – ceiling, walls, and trim
  - b. Bathroom – ceiling, walls, trim & shelving.
  - c. New entry door, wall and trim.
  - d. Infilled window areas.

### End of Section

Cost \$ \_\_\_\_\_

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Middlebury, CT 06762  
Project # 081-PI-07-REHAB

COST SUMMARY PAGE

DEMOLITION \$ \_\_\_\_\_

CARPENTRY \$ \_\_\_\_\_

PLUMBING \$ \_\_\_\_\_

ELECTRICAL \$ \_\_\_\_\_

HEATING \$ \_\_\_\_\_

FLOORING \$ \_\_\_\_\_

PAINTING \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

ADD ALTERNATE #1 \$ \_\_\_\_\_

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

PROPERTY OWNER VERIFICATION

I, the undersigned Owner(s) acknowledge that I have fully read and understand the attached project specifications. I understand this to be the scope of work and the extent of the renovations to be performed at the property location shown below.

*351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07*

I understand that any revisions to these specifications changing the scope of work can be made only for unforeseen circumstances. This is for my protection and for providing a clear understanding to the contractor who will provide a quote for the proposed work.

DATE:

6/29/2019

OWNER:

Kimberly Seman  
Kimberly Seman

Kimberly Seman  
351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

I, the undersigned agree to provide all labor, material, permits, taxes, insurance, equipment and related fees, necessary to complete the work as specified above for the property located at:

351 Lakeshore Drive  
Middlebury, CT 06762  
Project # 081-PI-07-REHAB

All work will be performed in accordance to applicable codes.

\*\*\*\*\*

**Small, Minority, Women-Owned Business Concern Representation**

The bidder represents and certifies as part of its bid/ offer that it –

(a)  is,  is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

(b)  is,  is not a women-owned business. "Women-owned business enterprise," as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

(c)  is,  is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are (check the blocks applicable to you):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Black Americans        | <input type="checkbox"/> Asian Pacific Americans | <input type="checkbox"/> Hispanic Americans       |
| <input type="checkbox"/> Asian Indian Americans | <input type="checkbox"/> Native Americans        | <input type="checkbox"/> Hasidic Jewish Americans |

(d)  is,  is not a bonafide Section 3 Company. "Section 3 company," as used in this provision, means that it meets the following definition:

1. 51% or more of the ownership of this company is owned by Section 3 residents, as defined by HUD.
2. Currently, at least 30% of the employees of the company are Section 3 residents, as defined by HUD.
3. At least 30% of the employees of the company were Section 3 residents, as defined by HUD, within three years of the date of first employment with this company.
4. I commit to subcontract at least 25% of the total value of this contract to Section 3 subcontractors, as these companies are defined above, and to provide the necessary evidence to substantiate this, prior to the award of contract.

\*\*\*\*\*

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

EIN or SSN#: \_\_\_\_\_ Contractor License # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Date: \_\_\_\_\_ Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Total Bid Amount: \$ \_\_\_\_\_

Amount Written: \_\_\_\_\_

(This information must be submitted in order to have your bid considered responsive)