

Carpentry & Labor Services for Hockanum Park Maintenance Facility Building.



East Hartford Housing Authority

546 Burnside Ave, East Hartford, CT 06108

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860-290-8301

Maintenance\24 Hour Emergency
860-290-8300

TDD 1-800-545-1833 ext 216

Finance Dept Fax
860-290-8308

Leasing Dept Fax
860-289-1688

www.ehhousing.org

Wednesday, March 27, 2019

INVITATION FOR BID

The East Hartford Housing Authority is accepting bids for a number of tasks done at Hockanum Park Maintenance Building, East Hartford CT. An involuntary viewing is scheduled for July 19, 2019, 9am-11am. at the corner of Holmes street and Hamilton Road, East Hartford, CT. All questions will be answered via email. Please email questions to jvanallen@ehhousing.org. Asset Coordinator, Jason Van Allen. The deadline for questions is July 26, 2019. The successful low bidder is expected to complete this work within 120 days of contract signing. **Bids are to be turned in by 2 p.m. on July 31, 2019** to the East Hartford Housing Authority at 546 Burnside Avenue and labeled to the attention of Jason Van Allen. The owner and successful bidder will complete a contract specifying the details as noted in this Invitation to Bid and as offered in the Form of Bid.

I. PROPOSED SERVICE REQUESTS.

(See drawings for maintenance building for specific requirements).

1. Create opening at rear of building for new 8'x10' overhead door. (Door installed by door company).
2. Remove windows and exterior door at lunch room and install new.
3. Fill in 5'x5'x5' abandoned pit inside building and top off with concrete slab.
4. Remove old vent fans in shop.
5. Remove and block in old vents on exterior walls, see plans.
6. Clean windows panes.
7. Clean janitors sink in shop to a like new condition.
8. Erect new heavy duty metal shelving 24" deep in proposed shades room.
9. Relocate old shelves to new storage room.
10. Build ramp out of Pressure Treated wood and install metal railings into lower storage room.
11. Build new work shop bench out of lumber.
12. Install new 2" thick insulated ceiling by Armstrong tile in the community building and spray paint grid enamel white.
13. Routine cleaning and clearing out of garbage, and junk inside bldg. as project progresses.
14. Interior Painting ceilings and walls in the Maintenance shop and smaller rooms. Community room not included in painting. See attached sheets for painting.

PROPOSED ACCEPTANCE AND CONTRACT REQUIREMENTS

1. A certificate of insurance with the following minimum insurance coverages must be supplied at time of contract signing please see attached for coverages.
2. Contractor must supply copy of valid State of Connecticut contractor's license in bid packet.
3. The East Hartford Housing Authority will coordinate with the qualified contractor for each work project and upon completion, contractor will submit invoice for payment for each task/s. All conditions delineated in this Invitation for Bid shall be in effect for the duration of said service agreement. Payment terms will be Net 30 that invoice is received by EHHA.
4. The East Hartford Housing Authority may award to other qualified contractors, should the need for additional services be warranted. Sub-contractors may be used with the express approval of EHHA prior to any approved work. Interested bidders must submit potential sub-contractor names on attached sheet along with this bid. Sub-contractors

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must be licensed and be insured.

5. The East Hartford Housing Authority intends that this contract would start no later than August 10, 2019 and that the qualified contractor would provide services till the completion of project.
6. For all work with labor costs over \$2,000 as a whole, applicable Davis Bacon wage rates will be applied and wages must be reported on the WH 347 Certified payroll form (see attached form) for all workers used on a specific project. If applicable, current wage rates will be supplied to the contractor by EHHA.
7. East Hartford Housing Authority may remove tasks. If a task is dropped the amount listed for that line will be deducted from the total contract amount. If a task is added a change order will be required and added to the total contract amount.

Painting Scope of Work

A. Qualified Contractors are to supply a firm fixed price on the attached bid form for:

1. Walls: to be prepped ready for painting. Make sure all holes are patched, filled in, and sanded smooth. For all surface where concrete is. **SURFACE PREPARATION WARNING!** Removal of old paint by sanding, scraping or other means may generate dust or fumes that contain lead. Exposure to lead dust or fumes may cause brain damage or other adverse health effects, especially in children or pregnant women. Controlling exposure to lead or other hazardous substances requires the use of proper protective equipment, such as a properly fitted respirator (NIOSH approved) and proper containment and cleanup. For more information, call the National Lead Information Center at 1-800-424-LEAD (in US) or contact your local health authority. Remove all surface contamination by washing with an appropriate cleaner, rinse thoroughly and allow to dry. Existing peeled or checked paint should be scraped and sanded to a sound surface. Glossy surfaces should be sanded dull. Recognize that any surface preparation short of total removal of the old coating may compromise the service length of the system.
2. Paint concrete ceilings and walls: with Sherwin Williams, PRO- Industrial Heavy Duty Block Filler, finish to be Semi-Gloss, colors to be white base coat for the ceilings, and walls to be SW6224 Mountain Air Product # B42W00150. Paint all walls and ceilings two (2) coats.
3. Paint Plaster walls and ceilings: with Sherwin Williams, PRO Industrial Acrylic Coating Product #B66W00661, finish to be semi-gloss color to be White for the ceilings and walls to be SW6224 Mountain Air. Paint walls and ceilings two (2) coats. All areas where walls have been repaired use primer one (1) coat the two (2) coats finish paint. Primer to be Sherwin Williams Interior/Exterior Latex Primer/Sealer product #B51W00450
4. Paint all window and door trim: with 1 coat of primer/sealer Primer to be Sherwin Williams Interior/Exterior Latex Primer/Sealer product #B51W00450, and two coats of semi-gloss latex enamel, finish trim paint. Sherwin Williams, Emerald Urethane Trim Enamel, Product Number K37W00751, semi-gloss, color to be white.
5. Contractors are to field verify wall and ceiling dimensions prior to submitting a bid. The fixed total price will include all costs for labor, equipment, materials and tools. Care should be taken to not over spray paint on windows, doors, floors and fixtures. Indicated on bid form, if spraying method is used or roller/brush application. The same care applies should roller/brush methods be used. All painting methods and applications shall be in accordance with the manufacturer's specifications.
6. Contractor to remove all items that are from contractor's work, and leave the site in a clean and professional like manner daily when working.

The East Hartford Housing Authority reserves the right to reject any and all bids and/or waive any informality in the proposal process, when such action is deemed in the best interests of the Authority.

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Prepared by:



Jason Van Allen – Asset Coordinator

Approved By:



Chris Pliszka - Finance Director

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Other documents required with bid:

1. Copy of company's State of Connecticut business license
2. Certificate of Insurance naming EHHA as additionally insured is required upon contract signing.
3. Listing of sub-contractors, if applicable.
4. Non-Collusive Affidavit.
5. HUD form 2350
6. HUD form 5369

Statement of LBP Certification (Lead Renovator or equal):

Please mark one of these statements as to the status of your LBP abilities.

____ Our firm is certified in Lead Base Paint work procedures and our certification is attached.

____ Our firm is not interested in pursuing Lead Base Paint work procedures certification at this time.

BID FORM

Company Name: _____

Name of Representative: _____

Title of Representative: _____

Date: _____

Signature: _____

**Total Cost price for all work listed in Invitation For Bid for:
(dollars) _____**

- | | |
|--|----------|
| 1. Create opening at rear of building for new 8'x8' overhead door. (Door installed by door company). | \$ _____ |
| 2. Remove windows and exterior door at lunch room and install new. | \$ _____ |
| 3. Fill in 5'x5'x5' abandoned pit inside building and top off with concrete slab. | \$ _____ |
| 4. Remove old vent fans in shop. | \$ _____ |
| 5. Remove and block in old vents. | \$ _____ |
| 6. Clean windows. | \$ _____ |
| 7. Clean janitors sink in shop to a like new condition. | \$ _____ |
| 8. Erect new shelving in proposed shades room. | \$ _____ |
| 9. Relocate old shelves to new storage room. | \$ _____ |
| 10. Build ramp and install metal railings into lower storage room. | \$ _____ |
| 11. Build new work bench. | \$ _____ |
| 12. Install new 2" thick insulated ceiling tile in the community building. | \$ _____ |
| 13. Routine cleaning and clearing out of garbage, and junk inside bldg. as project progresses. | \$ _____ |
| 14. Paint walls and ceilings. | \$ _____ |