

TOWN OF ENFIELD
OFFICE OF COMMUNITY DEVELOPMENT

NOTICE TO CONTRACTORS

RE: 38 West View Drive, Enfield CT

The owners of the above-referenced property have applied for assistance through the Town of Enfield's Housing Rehabilitation Program. On behalf of the owners, the Office of Community Development is seeking bids for work based on the attached Work Specifications.

- **There is a pre-bid walkthrough scheduled on Tuesday Feb 18, 2020 at 10:30 a.m. at the subject property.**

Bids are due by 12:00 Noon on Friday, February 21, 2020 to the Office of Community Development, 820 Enfield Street, Enfield, CT 06082 or electronically to kkoistinen@enfield.org. Faxed bids will not be accepted. Please submit your bid in accordance with the "Instructions To Bidders".

Should you have any questions please contact Rich Metcalf, Project Manager, at (860) 253-6386 or via email at rmetcalf@enfield.org.

OFFICE OF COMMUNITY DEVELOPMENT
TOWN OF ENFIELD HOUSING RESIDENTIAL REHABILITATION PROGRAM
PROPERTY KNOWN AS 38 WEST VIEW DRIVE ENFIELD, CT 06082
PROPERTY OWNED BY: APRIL DEAN

INSTRUCTIONS TO BIDDERS

All bidders shall have a current home improvement license with the State of Connecticut Department of Consumer Protection and provide the Office of Community Development with a documentation of same.

Bidders shall provide the Office of Community of Development with documentation of:

Comprehensive General Liability insurance in the amount of \$500,000; and
Workmen's Compensation insurance per the Connecticut General Statutes.

All bids shall be based on products specified. Any requests for product substitutions must be submitted in writing to the Office of Community Development along with manufacturer's specifications.

The project shall commence within fourteen (14) **CALENDAR DAYS** from the time a "Notice To Proceed" is issued and be completed within fourteen (14) **CALENDAR DAYS** thereafter.

The contractor shall be responsible for securing all necessary permits and shall assume the cost of same.

Payments will be issued in accordance with the Town of Enfield's schedule of vendor payments. Payments are generally issued within fifteen days of receipt of invoice.

Direct all questions to Rich Metcalf, Project Manager, at (860) 253-6386 or via email at rmetcalf@enfield.org.

THE TOWN OF ENFIELD ENCOURAGES PARTICIPATION BY WOMEN/MINORITY AND SECTION 3 CONTRACTORS

**TOWN OF ENFIELD
HOUSING REHABILITATION PROGRAM
38 WESTVIEW DRIVE, ENFIELD CT
OWNED BY APRIL DEAN**

SPECIFICATIONS

ALL ITEMS:

THE CONTRACTOR SHALL NOT BEGIN WORK ON ANY ITEM SPECIFIED PRIOR TO SECURING A PERMIT FROM THE TOWN OF ENFIELD, BUILDING DEPARTMENT. ALL NEW WORK SHALL CONFORM TO THE CONNECTICUT STATE BUILDING CODE (ICC INTERNATIONAL RESIDENTIAL CODE, 2009 AS AMENDED AKA THE CODE.

ALL WORKMANSHIP AND CONSTRUCTION SHALL CONFORM TO APPLICABLE CODES, MANUFACTURER'S RECOMMENDATIONS AND INDUSTRY BUILDING PRACTICES IN ORDER TO COMPLETE ALL WORK AS INTENDED BY THE CONTRACT. THE CONTRACTOR SHALL INCLUDE ALL PERMIT FEES IN THE BID PRICE FOR THE WORK SPECIFICATIONS.

ALL REFERENCES AND WORK PERFORMED SHALL CONFORM TO THE GENERAL SPECIFICATIONS [SEE INDEX] ATTENTION PROSPECTIVE BIDDERS.

[ROOFING LEAK]

1. The contractor shall inspect and assess all perimeter components including the vent cap, flashing, shingles and caulking at leaking roof exhaust vent/duct which services the kitchen stove discharge/exhaust fan. Ensure flashing and shingles are properly installed and weather-tight at all perimeter points of the roof venting duct. Thereafter, apply **100% silicone/all waterproof flashing cement/roof sealant with long term elastomeric properties** to stop the infiltration of roof water entering the house. **Product** shall be by **APOC 122 DURA-FLASH, HENRY, DAP or approved equal by the (OCD)**. **Color of sealant to match the existing**

shingles as closely as possible. All required roofing work and sealant application per the **manufacture's specifications; completed in a neat and workmanlike manner.**

2. Thereafter, the contractor shall reconnect the preexisting vent hood using screws to ensure a tight fit. Caulk perimeter and/or around seams of the vent hood connection. Install the preexisting fan and filter; light if included. Have **electrician** attach all preexisting wiring, following the color coding and secure it under the electrical component cover. Plug in the vent hood, turn it on and make sure the vent works. Verify there are no leaks in the duct connection system and make sure that the stove exhaust fan is functional via the roof duct/vent. All work in accordance with the **Building Code** and accomplished in a neat and workmanlike manner.

COST\$ _____

[COVER PREEXISTING EXTERIOR METER BOX OPENING]

1. Remove sheetrock covering the preexisting meter box opening and thereafter inspect and assess condition of the entire surface(s). Check opening for defects, damage and water infiltration. Thoroughly clean area of mold/mildew and thereafter cover exposed opening with siding to match existing and/or other **approved covering per the approval of the (OCD) and owner.** Siding/covering to match existing as closely as possible. Thereafter, caulk **per manufactures specifications** all seams or openings to the elements with **100%** waterproofing and weatherproofing **Silicone Sealant; minimum grade guaranteed for 25 years. Product by DAP, GE, Titebond or approved equal by the (OCD).** All work accomplished in a neat and workmanlike manner.

COST\$ _____

TOTAL PROJECT COST\$_____

Any questions and/or clarification regarding the project work specifications contained herein, shall be directed to Rich Metcalf, (OCD) Project Manager @ (860) 253-6386.

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TOWN OF ENFIELD HOUSING RESIDENTIAL REHABILITATION PROGRAM
PROPERTY KNOWN AS 38 WEST VIEW DRIVE ENFIELD, CT 06082
PROPERTY OWNED BY: APRIL DEAN

BID FORM

I have familiarized myself with the Notice to Contractors, Instructions to Bidders, Work Specifications and actual field conditions for the property located at 38 West View Drive, and offer to provide all material labor to complete the work detailed for the priced quoted below. My price includes all material, labor, taxes, permit fees, overhead and profit.

Name of Company

Name of Contractor

Signature

Street Address

Town, State, Zip

Home Improvement Registration #

Phone Number

E-mail address

Total Price

****PLEASE RETURN ALL 4 PAGES OF SPECS/BID FORM WITH ALL COST LINES FILLED IN.**