

REQUEST FOR PROPOSALS – THE KATE GUTTERS

The Town of Old Saybrook is seeking proposals from a contractor for the replacement of existing gutters at The Katharine Hepburn Cultural Arts Center, which is located at 300 Main Street, Old Saybrook, CT.

A MANDATORY WALKTHROUGH WILL OCCUR ON SITE AT 10AM ON FEBRUARY 12, 2021

Sealed proposals must be received by Friday, February 19, 2021 at 2:00 p.m. The Town of Old Saybrook reserves the right to award in part, to reject any and all proposals in whole or in part, or waive technical defects, irregularities, and omissions if, in its judgment, the best interest of the Town of Old Saybrook will be served.

Bidding specifications and information are available for free download from www.oldsaybrookct.org

All proposals must be submitted in sealed envelopes or packages addressed to:

Attn: Office of the First Selectman
Carl P. Fortuna, Jr.
302 Main Street
Old Saybrook, CT 06475
Telephone: 860-395-3123
Email: carl.fortuna@oldsaybrookct.gov
Website: oldsaybrookct.org

Proposals transmitted by Fax or Email will not be accepted or reviewed. Proposals must be submitted in a sealed envelope marked “RFP 2021 – The Kate Gutters”.

Any questions with regard to this work are to be in writing/email and directed as above for circulation to and response by a representative of the Town of Old Saybrook. Responses will be sent via email to all interested persons.

OLD SAYBROOK IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER. MBE’S, WBE’S AND SBE’S ARE ENCOURAGED TO SUBMIT BIDS.

Town of Old Saybrook

REQUEST FOR PROPOSALS

January 4, 2021

The Town of Old Saybrook is seeking proposals from a contractor for the replacement of existing gutters at The Katharine Hepburn Cultural Arts Center, which is located at 300 Main Street, Old Saybrook, CT.

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SELECTION CRITERIA: The selection for award will be based on the most responsible, responsive and qualified bidder. Responsibility will be evaluated based on the candidate's previous experience, qualifications, references, and the ability to competently complete the work in a timely fashion. The Town of Old Saybrook reserves the right to accept or reject any or all proposals, to waive technicalities or to award the contract to the most qualified bidder who does not submit the lowest bid if it is in the best interest of the town.

PROJECT SCOPE:

- Obtain a building permit.
- Supply all required staging and/or equipment required to perform aerial work.
- Install temporary fencing around equipment and work area to protect pedestrian traffic around the building.
- Remove five courses of slate including the starter slates and save for re-use. Contractor is responsible for providing new slate (similar in color, size, and thickness) to replace any that may be damaged during the existing slate's removal.
- Remove the existing half-round Rheinzink gutters, gutter straps, and downspouts.
- Inspect the roof deck to ensure it is properly secured to existing rafters.
- Install one row (3 feet) of high temperature ice and water barrier to the gutter edge of the roof.
- Fabricate and install a 20 oz. lead coated copper flanged gutter to match the attached profile and dimensions.
- Install 1/8" copper bar stock continuously along the top outside edge of the gutter and twisted, roof mounted, 1/8" copper bar stock hangers spaced 16" on center.
- Secure hangers to gutter using brass nuts and bolts and washers.
- All seams in gutters should be lapped a minimum of 1.5 inches and should have two rows of copper rivets; staggering each rivet by 1.5" inches.
- Solder all joints, outlets, end caps, etc. using 50/50 solder. (Be sure to sweat all soldered joints.)
- Secure the gutter flange to the roof using copper cleats spaced no more than 12" apart and secure each cleat with a minimum of two 316 stainless steel 1-1/2" ring shank roofing nails.
- Ensure gutter flange is fabricated with a built in cant so the first course of slate lays flat over the starter slate.
- Re-install original slate to the roof using 1-1/2" copper roofing nails. Install slates using the original exposure. Stagger slates to match the rest of the roof.
- Ensure starter slate is installed with the back of the slate facing up.

- Ensure that slates overhang the gutter edge of the building 1.5 inches and that the edge projects 1 inch from the finished edge of the building on the rake edges of the roof.
- Fabricate and install 3"x 4", 20 oz. lead coated copper downspouts in locations where original downspouts were removed and tie into underground drainage.
- Provide a 20 oz. lead coated copper ground hub adaptor and downspout. Clean-out door at the base of the downspout
- Pipe lock the back of each downspout; sweat and solder the pipe lock along the length of each downspout.
- Supply and install stainless steel leaf screen to all gutters using 18 Ga. ¼" stainless wire mesh. (Secure leaf screen to gutter using clips so the leaf screen can be removed if required.)
- Clean all job related debris daily using a dumpster supplied by the contractor.
- Contractor to provide onsite portable toilets for its crew.
- Existing ice melt cables to be removed and re-installed by the town.

A MANDATORY WALKTHROUGH WILL OCCUR ON SITE AT 10AM ON FEBRUARY 12, 2021

PROJECT TIMETABLE

This project is projected to be completed this spring. The Proposer should bid the total cost of the work, parts and labor included as well as an estimated timetable for completion. Any change orders for payment must be submitted in writing to the First Selectman who must agree with the change order which will be signed by both parties. The work must be coordinated with the town's electrician.

REQUEST FOR PROPOSALS CONDITIONS:

- All proposals in response to this RFP are to be the sole property of the Town of Old Saybrook.
- The Proposer agrees that the proposal will remain valid for a period of 180 days after the deadline for submission and may be extended beyond that time by mutual agreement.
- The Town of Old Saybrook may amend or cancel this RFP prior to the due date and time, if it deems it to be necessary, appropriate or otherwise in the best interest of the Town of Old Saybrook. Failure to acknowledge receipt of amendments, in accordance with the instructions contained in the amendments, may result in a proposal not being considered.
- The Proposer must certify that the personnel identified in its response to this RFP will be the persons actually assigned to the project.
 - The contractor is required to secure all permits from the Town and submit an insurance certificate naming the town as an additional insured. See insurance requirements attached hereto.
 - Prior to submitting a bid, the contractor is responsible for examining existing conditions and available supporting documents which may reasonably affect their work on the project.
 - If the contractor would like to view existing conditions, said request may be made through the First Selectman's office.

Any costs and expenses incurred by Proposers in preparing or submitting proposals are the sole responsibility of the Proposer.

- A Proposer must be prepared to present evidence of experience, ability and service.
- No additions or changes to the original proposal will be allowed after submission.

PROPOSAL REQUIREMENTS

All proposals must be submitted in sealed envelopes or packages addressed to:

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The Kate Gutters

Addendum No. 1

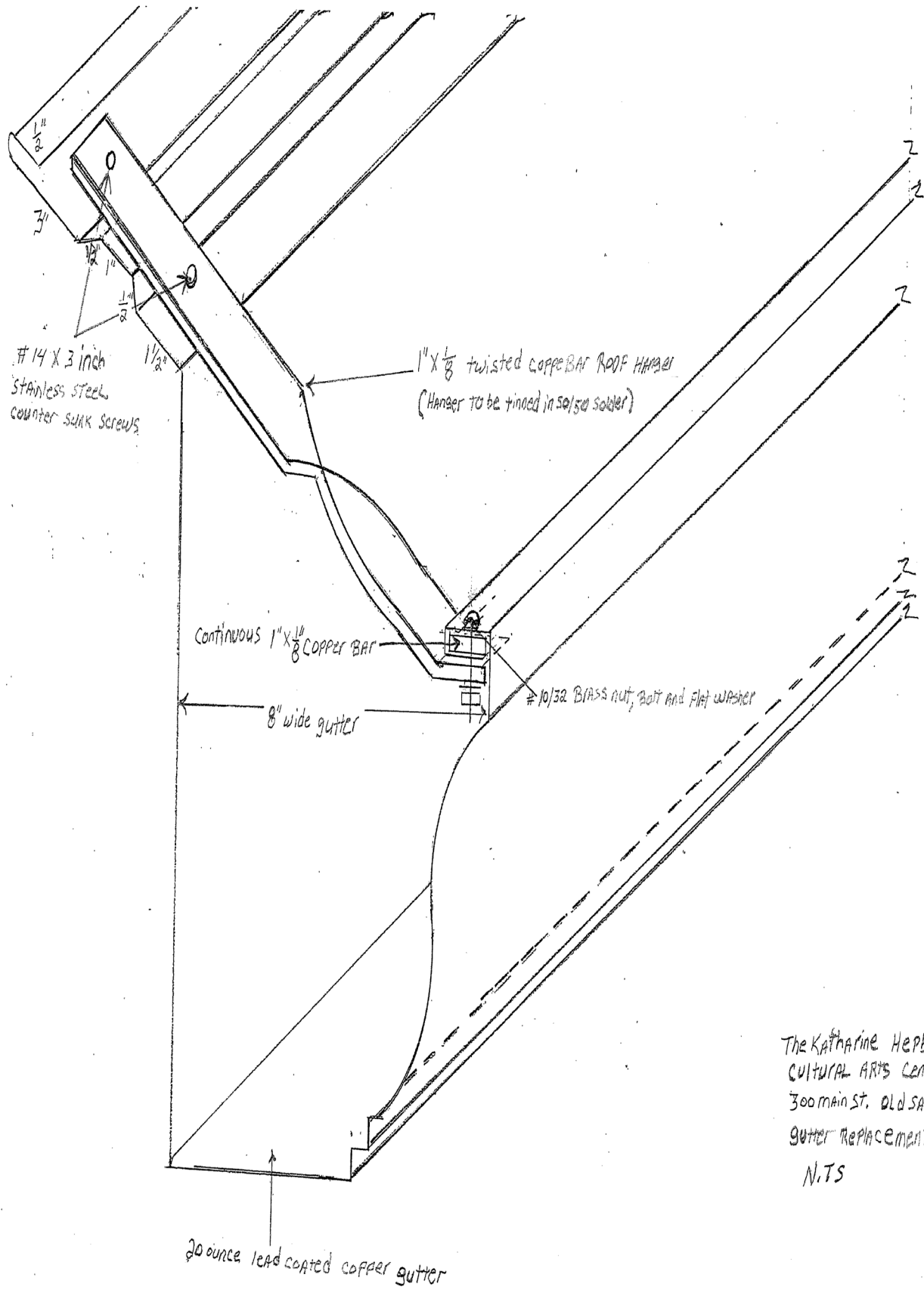
January 12, 2021

Additional Specifications with Gutter Detail Diagram

ITEM 1

- The 1/8" x 1" copper bar stock hangers should be twisted so water running over the hangers is directed into the gutters.
- The 1/8" x 1" copper bar stock hangers should be pre-tinned in 50/50 solder so the hangers match the color of gutter (Lead coated copper).
- The ends of the gutter should be pre-tinned with 50/50 solder prior to them being riveted and soldered together.
- Clean all finished joints with baking soda & water to neutralize the flux on the solder joint.
- Individual gutter pieces should be no more than 12 feet long.
- Gutter expansion joints should be installed every 40 feet.
- The outside edge of the gutter should be 1" below the slope of the roof.

ITEM 2



The Katharine Hepburn
CULTURAL ARTS Center
300 main ST. Old Saybrook CT.
GUTTER REPLACEMENT
N.T.S

**The Katharine Hepburn Cultural Arts Center
Gutter Renovation Project located at 300 Main Street**

Addendum No. 2

The following information is submitted for your information and is in addition to the information previously sent out in addendum No. 1, which was dated January 12, 2021.

- Bidders are required to submit a Performance Bond for this Gutter Project which may include any proposed alternates the contractor may want to include with their proposal.
- A color photo of the roof is included in this addendum indicating the general location of the existing downspouts and recommended new locations for a total of five additional downspouts should the Town and selected Contractor agree they are necessary and adequate for draining the two separate roof sections. Currently there are four downspouts on the building that will have to be removed and replaced as specified in the Project. Bidders may also include all recommended new locations as a bid alternate when submitting their bid.
- The rivets pattern will remain as indicated on the rendering.
- Since this building will be occupied during construction, the Contractor acknowledges there may be occasions when the Town and Contractor will have to work together to complete this Project and provide for the safety of both public and staff using this building. The parking of construction equipment and access to the building and site will be maintained safe at all times during this construction period.

Attachments: #1 Upper and lower rendering/roof color coded with existing and recommended downspout locations

#2 New copper gutter construction rendering

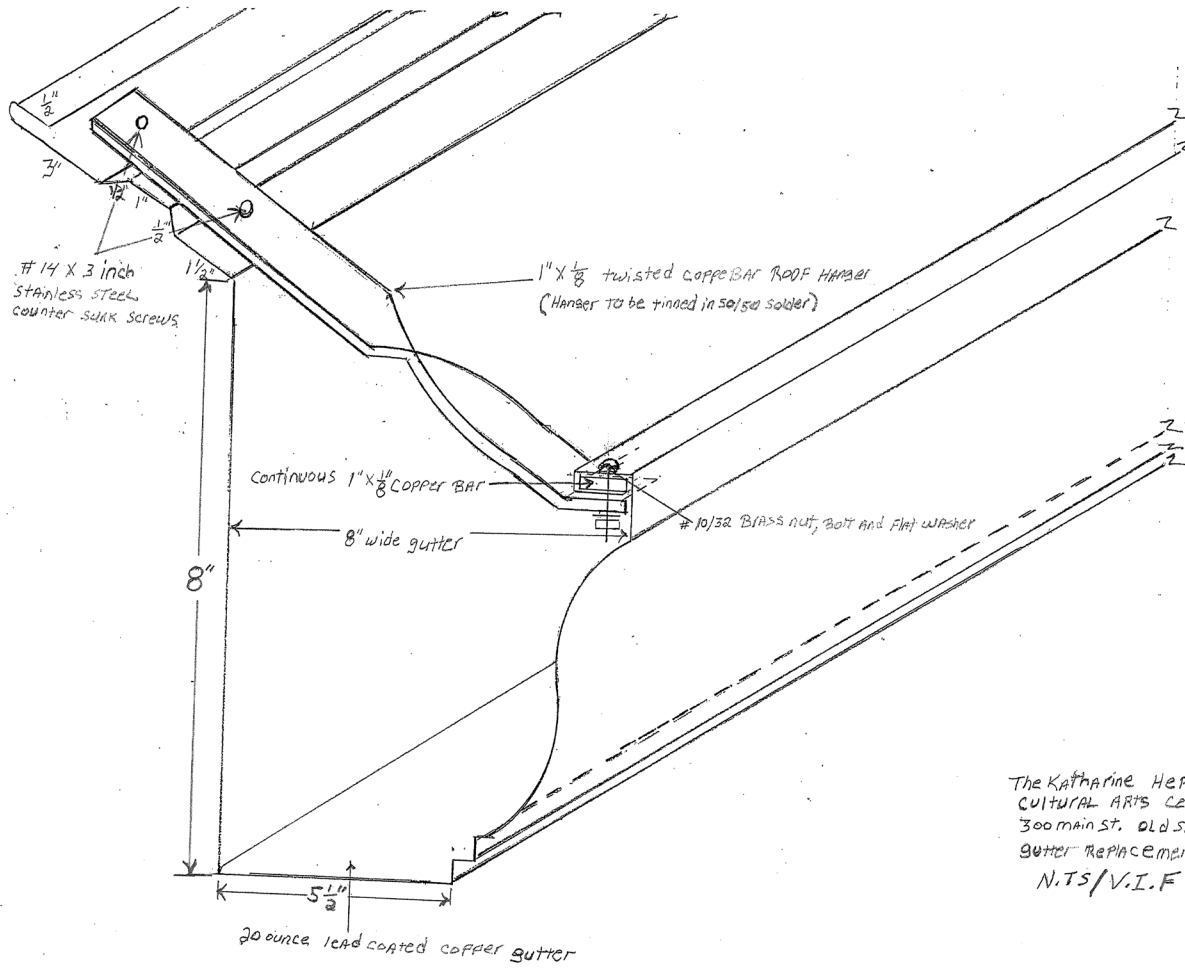
Attachment #1

Upper and lower rendering/roof color coded with existing and recommended downspout locations



Attachment #2

New copper gutter construction rendering



The Katharine Hepburn
Cultural Arts Center
300 main st. Old Saybrook CT.
gutter replacement
N.T.S/V.I.F