

**WORK SPECIFICATIONS
(PRE WALK-THRU)**

FOR

GENERAL CONTRACT WORK

AT THE

TOWN HALL & FIRE GARAGE

Town of Oakland

6410 S County Road B, South Range, WI 54874

**March 21
2017**

INVITATION TO BID **GENERAL CONTRACT WORK**

OWNER: Town of Oakland, Douglas County, Wisconsin, hereby gives notice that sealed bids will be received at the Oakland Town Hall at 6410 S County Road B, South Range, WI for the following described Project.

PROJECT: New Town Hall and Fire Garage. The Project consists of:

Concrete Work including furnishing and constructing new reinforced concrete footings, interior floors;

Roof Structure Work including furnishing and constructing a new roof structure consisting of pre-manufactured trusses, plywood sheathing, standing seam metal roof, and all other attachments and trim for a complete roof structure; and

Interior Building Work including furnishing and installing new windows, doors, garage doors, interior wall construction including framing, sheathing, and finishing for a complete finished project.

TIME: Sealed Bids will be received until 2:00 PM, local time, April 12th, 2017 at the Oakland Town Hall located at the above address for the described Project at which time and place all bids will be publicly opened and read aloud.

WALK THROUGH: A mandatory walk through is required. The walk through is on March 28, 2017 at 4:00 PM.

CONSTRUCTION DOCUMENTS: Copies of the Pre Walk-thru Documents will be available at the Oakland Town Hall at the above address Tuesday, March 21st, through Tuesday, March 28th, 2017. At which time, Bid Documents will be distributed at the Walk Through.

BID SECURITY: A Bid Bond is not required.

BONDS: Neither a Performance or Payment Bond will be required for this Project.

BID REJECTION: The OWNER reserves the right to reject any or all Bids or waive any informalities in bidding.

OTHER: Prevailing Wages DO apply for all applicable work on this Project.

The following items are included in this Pre Walk-Thru Bid package:

- | | |
|-----------------------------|-------------|
| 1) Invitation to Bid | page 2 |
| 2) Project Specifications | pages 3 & 4 |
| 3) Technical Provisions | page 5 & 6 |
| 4) Sample Bid Proposal Form | pages 7 & 8 |

PROJECT SPECIFICATIONS

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OWNER: Name: Town of Oakland
 Address: 6410 S County Road B, South Range, WI
 Project ID: Oakland 2016-002

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GENERAL SCOPE OF WORK

The work to be performed under these Specifications is as follows:

1.0 CONCRETE WORK

- Footings: The Contractor will construct approximately 490lf of reinforced concrete footings.
- Floors: The Contractor will construct reinforced concrete floors
 Town Hall, 5in = 4063sf
 Fire Garage, 7in = 4992sf
- Note that coordination is required with other construction trades before completion of the floors - the Owner Representative is responsible for coordination.

2.0 ROOF STRUCTURE WORK

- Roof Structure: The Contractor will furnish and install a new roof structure for the New Town Hall and Fire Garage building. Work includes furnishing and constructing a new roof structure consisting of pre-manufactured trusses, plywood sheathing, standing seam metal roof, and all other attachments and trim for a complete roof structure.

3.0 INTERIOR BUILDING WORK

- Interior Building Work including interior wall construction, furnishing and installing new windows, doors, garage doors, bathroom stalls, including all framing, finishing and trim for a complete finished project.
- Coordination is required with other construction trades the Owner Representative is responsible for coordination.

GENERAL PROVISIONS

CODES AND PERMITS: Work shall proceed in compliance with all applicable codes and regulations. The contractor shall be licensed and submit all necessary permits required to perform all phases of work prior to commencing work on the Project.

PROJECT COORDINATION: All work described in these specifications will be completed and operational by a date set at the pre-construction meeting. The Owner Representative shall be notified 48 hrs. in advance of the start of construction activity.

The Contractor shall submit a schedule of proposed work activities in writing to the Owner Representative as early as possible after the notice to proceed has been issued.

JOB MAINTENANCE AND CLEAN UP: The contractor shall maintain the construction site free of debris accumulation. The contractor shall perform daily clean up and dispose of all construction debris and waste materials in an environmentally approved and safe manner.

PROTECTION: The contractor will provide safe conditions for the Owner, his tenants and the general public in the performance of his work activities. The Contractor shall protect the owners/tenants property from damage and promptly repair damages caused by his construction activities at no cost to the owner. The Contractor is required to submit a certificate of insurance for the project.

COMPLAINT/DISPUTE PROCEDURE: Complaints concerning the CONCRETE WORK shall be in writing and addressed to the Owner Representative. The Owner Representative will contact the involved parties and attempt to resolve the dispute and provide written response to the initial complaint within fifteen (15) days.

PAYMENT: The initial fifty percent (50%) payment will be made as soon as the contractor obtains all necessary permits and submits all necessary schedules. Twenty-five percent (25%) payment will be made upon seventy-five percent (75%) completion and the final twenty-five percent (25%) will be made upon completion and when the Owner Representative signs the lien agreement and certificate of final completion accepting the completed work. A certificate of approval will be required by authority having jurisdiction before final payment will be made.

CHANGE IN WORK: Any changes in the work to be performed must be agreed upon in writing (Change Order) by the Owner, Contractor and Owner Representative.

NON-PERFORMANCE LIQUIDATED DAMAGES

If the Contractor fails to complete the work set forth in these Specifications in the specified time, the Owner Representative will send the Contractor a letter by Registered Mail requesting completion of the work within a stipulated number of days from the date of the letter. If the Contractor fails to complete the work within the time stipulated, the Owner Representative will hire another contractor to complete the work and levy a non-performance fine in the amount of **\$50.00 per day** against the first contractor until the work is completed. The second contractor will be paid first. The first contractor will only be entitled to the difference between the contract amount and what is paid to the second contractor, providing that the first and second contractors performed sufficient and acceptable work.

WARRANTY: The contractor will warranty the WORK against faulty workmanship and materials for a period of (1) year from the date of final completion.

TECHNICAL PROVISIONS

Exterior Wall System Note: The proposed wall system for the Town Hall and Fire Garage are 12in thick pre-cast concrete walls with a CIP top beam. The Contractor will be responsible for anchoring trusses to this material.

1.0 CONCRETE WORK

- **Ground Excavation**

The contractor will excavate existing ground soil to required elevation so that final footing bearing is on undisturbed soil.

- **Reinforced Concrete Footings**

The Contractor will construct approximately 490lf of reinforced concrete footings of dimensions 26in wide by 16in deep. The footings will have a 14in wide by 3in deep key through the entire length to accept the pre-cast wall panels.

- **Drainage and Rock**

The contractor will place fabric, drain tile and rock material as shown on the Plan to drain the exterior face of the footing to the northeast. The initial rock placement will be level to the top of the footing to allow placement of the pre-cast wall panels.

- **Ground Backfill**

The contractor will backfill and bring to grade all exterior ground surfaces following installation of pre-cast wall panels.

- **Reinforced Concrete Floors**

The contractor will construct reinforced concrete floor slabs in the Town Hall and Fire Garage areas as shown in the Plans. The areas are as follows:

Town Hall, 5in thick= 4063sf

Fire Garage, 7in thick = 4992sf

These floors shall be saw cut and “wet” cured.

- **Coordination is required with other construction trades before completion of the floors - the Owner Representative is responsible for coordination.**

- **Floor Finishes**

The contractor will finish the floors as follows:

- Town Hall including Office and Storage: stain with high gloss finish
- Kitchen and Bathrooms: slip-resistant epoxy
- Fire Garage: slip-resistant epoxy.

2.0 ROOF STRUCTURE WORK

- Roof Structure

The Contractor will furnish and install a new roof structure consisting of:

- pre-manufactured trusses spaced at 16in OC with a 3/12 pitch
- plywood sheathing (Oriented Strand Board OSB will not be allowed)
- standing seam metal roof installed to manufacturers specifications.

- Note that the gable end walls will extend to the roofing.

2.0 INTERIOR BUILDING WORK

- Interior Walls

The Contractor will construct stick frame interior walls as shown in the Plans including anchorage, sound insulation, finishes, and trim for a finished project.

- Windows

The Contractor will furnish and install new windows in the concrete exterior walls as shown in the Plans including framing, insulating, hardware and trim for a complete project.

- Doors

The Contractor will furnish and install new exterior and interior doors as shown in the Plans including framing, insulating, hardware and trim for a complete project.

- Garage Doors

The Contractor will furnish and install new 14x14ft garage doors as shown in the Plans including framing, openers, insulating, hardware and trim for a complete project.

- Bathrooms

The Contractor will furnish and install new stall dividers as shown in the Plans including anchorage, finishes, and trim for a finished project. The contractor will install new countertops as shown in the Plans including anchorage and trim for a finished project.

- Ceiling Finishes

The Contractor will furnish and install new ceiling finishes as shown in the Plans including framing, insulating, and trim for a complete project.

The finishes on the ceilings in the new areas are as follows:

- Town Hall = 5/8in Gypsum
- Fire Garage = metal panels

- Coordination is required with other construction trades the Owner Representative is responsible for coordination.

END OF SPECIFICATIONS

BID PROPOSAL FORM (SAMPLE)

PROJECT IDENTIFICATION: TOWN HALL GENERAL CONTRACT WORK

CONTRACT ID: OAKLAND 2016-002

1. The undersigned BIDDER proposes and agrees, if the Bid is accepted, to enter into an agreement with OWNER in the form included in the Contract Documents to perform and furnish all Work as specified in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

2. BIDDER accepts all of the terms and conditions of the project specifications. This Bid will remain subject to acceptance for forty-five days after the day of the Bid opening. BIDDER will sign and submit the Agreement within Five days after the Owner's Notice of Award.

3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:

(a) BIDDER has examined copies of the Bidding Documents and the following Addenda (receipt of all which is hereby acknowledged):

Date	Number
_____	_____

(b) BIDDER has familiarized himself with the nature and extent of the Contract Documents, Work, Site, Locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

(c) BIDDER has given OWNER REPRESENTATIVE written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by OWNER REPRESENTATIVE is acceptable to the BIDDER.

4. BIDDER will complete the Work for the following price(s):

PROJECT IDENTIFICATION: TOWN HALL GENERAL CONTRACT WORK

CONTRACT ID: OAKLAND 2016-002

<u>NO.</u>	<u>ITEM</u>	<u>UNIT</u>	<u>QTY.</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1.	Gen. Contract Work including concrete, roof, and interior building.	LS	1	\$ _____	\$ _____

TOTAL BID PRICE:

(\$ _____)

TOTAL BID PRICE (USE WORDS):

5. BIDDER agrees that the Work will begin work within 10 calendar days after the date of the Notice to Proceed and will complete the work by a date set at the pre-construction meeting.

SUBMITTED on _____, 20 _____

CONTRACTOR: _____

TITLE: _____

SIGNATURE: _____

ADDRESS: _____

CITY/STATE _____

LICENSE NO: _____