

INVITATION TO BID
THE CONGREGATIONAL CHURCH OF MARLBOROUGH
REPAIR AND RESTORATION OF THE CHURCH STEEPLE

Sealed bids will be received for the repair and restoration of the steeple at upstairs meeting room, Congregational church of Marlborough, 35 South Main St Marlborough, CT 06447, 2:00 pm local time, Wednesday August 27, 2008, at which time they will be publicly opened and read aloud.

All bids shall be submitted in duplicate and the Proposal Forms provided within the specifications and all spaces on the proposal forms must be properly filled in with signatures in ink and in longhand.

This project is partially funded by the State of Connecticut, with funds granted by the Connecticut Commission on Culture & Tourism's Historic Restoration Fund. Attention of bidders is directed to certain requirements of this contract which require execution of Bidder Notification, Human Rights and Opportunities forms.

A pre-bid conference will be held at 10:00 am on Wednesday August 20, 2008, at the project site. The pre-bid conference is not mandatory, but potential bidders are strongly encouraged to attend.

We reserve the right to reject any or all bids. Contract will be awarded to the responsible bidder whose bid, conforming with all material terms and conditions of the invitation for bids, is the lowest in price.

INSTRUCTIONS TO BIDDERS

PART 1 GENERAL

1.01 REQUIREMENTS INCLUDED

- A. General contractors shall be required to bid the building package with a base bid for all labor, materials and contracted document requirements as specified.
- B. The base bid shall be for the restoration of the church steeple, repairs, site cleaning maintenance. This work upon contract execution shall proceed immediately.
- C. The contractors shall be responsible to obtain a building permit for all of the trades required for this project. The cost for the permits shall be paid to the Town of Marlborough building department.

1.02 WORK COVERED BY CONTRACT DOCUMENTS

- A. Complete restoration of church steeple, consisting of removal and replacement of all rotted, cracked, chipped woodwork used for fascia, pilasters, moldings and trim. Removal and replacement of metal flashings, roofing shingles including complete caulking and waterproofing for leakproof structure. At completion of repairs steeple shall be completely painted and finished.

1.03 CONTRACT METHOD

- A. Construct the work under a single fixed price contract.

1.04 CONTRACTOR USE OF PREMISES

- A. Contractor shall limit use of premises for work, for storage, and for access, to allow:
 - 1. Owner occupancy.
 - 2. Work by other contractors.
- B. Coordinate use of premises under direction of owner.
- C. Assume full responsibility for protection and safekeeping of products under this contract.
- D. Obtain and pay for use of additional storage or work areas needed for operations under this contract.
- E. Contractor shall be responsible for all expenses related to winter protection and temporary heat if contract starts in late autumn.

1.05 CONTRACTOR - FURNISHED PRODUCTS

A. Contractor Responsibilities:

1. Designate submittals and delivery date for each product in progress schedule.
2. Receive and unload products at site.
3. Inspect deliveries, record shortages, and damaged or defected items.
4. Handle products at site.
5. Protect products from damage, and from exposure to elements.
6. Assemble, install, connect, adjust, and finish products.
7. Repair or replace items damaged by contractor.

End of Section

BID FORM

RESTORATION TO CHURCH STEEPLE AT
MARLBOROUGH CONGREGATIONAL CHURCH
35 SOUTH MAIN STREET, MARLBOROUGH, CT 06447

To: Mr. John Cantin, Committee Chairman
C/o Marlborough Congregational Church,
35 South Main Street, Marlborough, CT

- 1 The undersigned, _____ contractor, having familiarized himself with the existing conditions on and around the project site affecting the cost of the work, including the cost building permit with the Contract Documents, which include contract drawing, Instruction to Bidders, Bid Form, General Conditions of the Contract (AIA document A201) Supplementary General Conditions, and Technical Specifications, as prepared by Peter W. Argiros, Architect, AIA, hereby proposes to furnish all labor, materials, and services necessary for or incidental to the restoration of the Church Steeple in accordance with the above listed documents for the following Price:

Total Bid Cost: \$ _____
(Numerical Figures) _____ Dollars.
(Figures in Written Words Take Precedence Over Figures in Numbers)

- A. The Undersigned agrees that this Contract Price will be a firm commitment for thirty (30) days from the date of submission and that any time during this period, on 24 hours notice, he will execute a contract with the Owner.
- B. The Undersigned agrees that if awarded the Contract, he will start work immediately on the Church steeple restoration work.
- C. The work for the Church steeple restoration shall be completed under contract requirements within 60 calendar days.
- D. In submitting this Bid, the Bidder understands that the right is reserved by the Owner to reject any and all bids.
- E. The Bidder shall enclose a statement of his qualifications and is prepared to submit a financial statement upon request of owner.
- F. The Bidder shall enclose a Form of Surety Guarantee.

2. A. Site work condition: The project site shall be maintained on a daily basis for removal of debris and excessive garbage due to construction materials and product wrappers. The contractor shall have an on site dumpster placed at the owners direction for trash disposal to be paid for by contractor.
- B. Protection of ground surface items and or shrubs shall be maintained.
- C. Staging that will be provided must have proper braced tie offs and guardrails to protect workman from falling. Equipment must meet OSHA requirements for personnel safety.
3. A. Temporary sanitary toilet: Contractor shall provide and have maintained a portable sanitary unit on site for the contractor trades use. The contractor shall pay for the cost for the rental and service directly.

Name of Bidding contractor: _____

Address: _____

Telephone: _____

Signature of Owner: _____

Date: _____

End of Section

PRE-BID MEETING

PROJECT NAME

RESTORATION TO CHURCH STEEPLE AT
MARLBOROUGH CONGREGATIONAL CHURCH
35 SOUTH MAIN STREET, MARLBOROUGH, CT 06447

To: Bidding Contractors

A pre-bid conference is scheduled on Wednesday, August 20th, 2008 at 10:00 AM at the project site for the Marlborough Congregational Church located on 35 South Main Street in Marlborough, CT 06447.

Those contractors interested in bidding and restoring the church steeple are requested to attend meeting.

Upon completion of meeting any and all questions will be answered. Prints and specifications will be handed out after meeting to those in attendance.

The owner shall receive returned completed bids on Wednesday, August 27, 2008 at 2:00 PM at the project building site, at which time bids shall be opened and read aloud to attendees.

Upon review of bidders bid packages the Architect and Owner, within 7 day's of opening bids shall select and inform the successful low bidder of their award. The contractor upon notice shall start the work within the next 7 day period, by obtaining a building permit and furnishing the owner with the proper insurance certificates and completed contract forms to be signed by owner and contractor.

Payments schedule shall be made to the contractor and distributed based on the following breakdown:

A down payment of 25% shall be issued to the contractor at time of contract signing.

An additional 30% payment shall be made at 50% completion of the project.

An additional 30% payment shall be made at 75% completion of the project.

Final payment will be made when the project has been completed, work has been inspected and punched out and all deficiencies are repaired and corrected. Site shall be cleaned and construction equipment has been removed.

Mr. John Cantin, Committee Chairman
Marlborough Congregational Church,
South Main Street, Marlborough, CT

End of Section

Marlborough Congregational Church
South Main Street
Marlborough, CT 06447



NOTIFICATION TO BIDDERS FORM

The contract to be awarded is subject to contract compliance requirements mandated by Section 4114a of the Connecticut General Statutes; and, when the awarding agency is the state, Section 46a71(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 4-114a-1 et seq. of the Regulations of Connecticut State Agencies which establish a procedure for the awarding of all contracts covered by Sections 4-114a and 46a-71(d) of the Connecticut General Statutes.

According to Section 4-114a-3(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to “aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials.” “Minority business enterprise” is defined in Section 4-114a of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: “(1) Who are active in the daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n.” “Minority” groups are defined in Section 32-9n of the Connecticut General Statutes as “(1) Black Americans (2) Hispanic Americans..... (3) Women..... (4) Asian Pacific Americans and Pacific Islanders; or (5) American Indians” The above definitions apply to the contract compliance requirements by virtue of Section 4-114a-1 (10) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder’s qualifications under the contract compliance requirements:

- (a) the bidder’s success in implementing an affirmative action plan;
- (b) the bidder’s success in developing an apprenticeship program complying with Sections 46a-681 to 46a-68-17 of the Connecticut General Statutes, inclusive;
- (c) the bidder’s promise to develop and implement a successful affirmative action plan; the bidder’s submission of EEO-1 data indicating that the composition of its work force is at or near parity when compared to the racial and sexual composition of the work force in the relevant labor market area; and the bidder’s promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 4-114a-3(10) of the Contract Compliance Regulations.

INSTRUCTION

Bidder must sign acknowledgement below, detach along dotted line and return acknowledgement to Awarding Agency along with bid proposal. The undersigned acknowledges receiving and reading a copy of the “Notification to Bidders” form.

On behalf of _____
(Signature, Title)

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES FORMS

STATE OF CONNECTICUT EMPLOYER REPORT OF COMPLIANCE STAFFING LABOR DEPARTMENT

Department _____ Approved Pending Investigation
Compliance Officer _____ Disapproved Investigation Requested
Date _____

This form should reflect the number of permanent employees on your payroll on date of submission.

Name of Contracting Firm _____
Type of Report _____ Prime Contractor Subcontractor

EMPLOYEE INFORMATION

Total Employed:
White _____ African American _____ Spanish Surname _____ Other (specify) _____

Does your firm have a collective bargaining agreement or other contract or understanding with a labor organization or employment agency for the recruitment of labor? Yes* No*

* If yes, list the name and address of the agency or organization.
Name _____
Address/City/State/Zip _____

* If no, indicate the usual methods of recruitment.
 Connecticut State Employment Service Private Employment Agency Newspaper Advertisement
 Walk-In Other (specify) _____

SIGNATURE

The signer certifies that its practices and policies, including but not limited to matters concerning personnel, training, apprenticeship, membership, grievance and representation, and upgrading, do not discriminate on grounds of race, color, religious creed, age, sex, or national origin, or ancestry of any individual, and that the signer agrees it will affirmatively cooperate in the implementation of the policy and provisions of Executive order Number Three, and consent and agreement is made that recruitment, employment and the terms and conditions of employment under the contract shall be in accordance with the purpose and provisions of Executive Order Number Three.

Is firm in minority ownership? (51% of assets in control of minorities) Yes No

I certify that the above is correct to the best of my knowledge.

Employer _____
Business Name _____ Date _____
Signature _____
Title _____

**SECTION 06200
FINISH CARPENTRY**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Finish carpentry restoration shall consist of replacement of wood cap and base pilaster trim, horizontal fascia trim and moldings and siding that has deteriorated and is rotted. Wood material shall match the size and shape of specific trim being removed and replaced.

1.02 SUBMITTALS

- A. Materials, component profiles, fastening methods, jointing details, finishes, and accessories information to be submitted for approval to owner.

1.03 QUALITY ASSURANCE

- A. Perform work in accordance with construction specification standards.

PART 2 PRODUCTS

2.01 MATERIALS

- A. Trim - Exterior: Fascias, soffits, corner boards, stools, all casings and sills, cornices, caps, and all other trim pieces called for or necessary for a complete job: to be Number 1, Common Ponderosa Pine or Idaho White Pine, in matching board configuration. - finished per Section 09900.

2.02 ACCESSORIES

- A. Nails: Size and type to suit application.
- B. Bolts, Nuts, Washers, Blind Fasteners, Lags, and Screws: Size and type to suit application; electro galvanized steel for exterior, high humidity and treated wood locations, plain finish elsewhere.
- C. Primer: Alkyd primer sealer.

PART 3 EXECUTION

3.01 EXAMINATION AND PREPARATION

- A. Back Prime paint surfaces of items or assemblies before installation.

3.02 INSTALLATION

- A. Set and secure materials and components in place, plumb and level.
- B. Install trim and replacement siding securely.

3.03 PREPARATION FOR FINISH

- A. Sand work smooth and set exposed fasteners. Apply wood filler in exposed fastener indentations.
- B. Site Finishing: Refer to Section 09900.

End of Section

15

MARLBOROUGH CONGREGATIONAL CHURCH
SOUTH MAIN STREET
MARLBOROUGH, CT 06447

**SECTION 07600
SHEET METAL FLASHINGS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. All labor, materials and equipment necessary to complete all flashing and sheet metal work shown and specified to install; Cap, roof and sill flashings. Dam flashing shall be installed on the back side of the louvers to direct water to the exterior.

1.02 SUBMITTALS

- A. Submit sample of flashing material for review and approval.

1.03 QUALITY ASSURANCE

- A. Contractor to perform work in a skilled workmanship manner consistent to construction standards and procedures.

1.04 STORAGE AND HANDLING

- A. Use all means necessary to protect materials provided under this section before, during, and after installation, as well as to protect installed work and materials of all other trades. In the event of damage, immediately make all repairs and replacements necessary to the satisfaction of the architect at no cost to the owner.

PART 2 PRODUCTS

2.01 SHEET MATERIALS

- A. Roof Drip Edge: 16 oz. lead coated copper.
- B. Roof to Vertical/Misc. Surface Flashing: 16 oz. lead coated copper.
- C. Column pilaster cap flashing: 16 oz lead coated copper - flashed and counter-flashed.
- D. Louver wall openings head and sill flashing: 16 oz. lead coated copper "Zee" flashing 2-1/2"x1".

2.02 ACCESSORIES

- A. Fasteners: Galvanized steel with soft neoprene washers at exposed fasteners. Finish exposed fasteners same as flashing metal.
- B. Underlayment: No. 15 asphalt-saturated roofing felt.
- C. Sealant: Specified in Section 07900.
- D. Plastic Cement: FS SS-C-153, Type I - asphaltic base cement.

2.03 FABRICATION

- A. Form components true to shape, accurate in size, square, and free from distortion or defects. Form pieces in longest practical lengths.
- B. Hem exposed edges on underside 1/2 inch; miter and seam corners. Fabricate vertical faces with bottom edge formed outward 1/4 inch and hemmed to form drip.

2.05 FINISH

- A. Back paint concealed metal surfaces with protective backing paint to a minimum dry film thickness of 15 mil.

PART 3 EXECUTION

3.01 EXAMINATION AND PREPARATION

- A. Verify louver openings, column pilaster base and cap trim to insure they are solidly set. Provide cant strips and reglets in place, and nailing strips as needed.
- B. Verify membrane termination and base flashings are in place, sealed, and secure.

3.02 INSTALLATION

- A. Install starter and edge strips, and cleats.
- B. Seal top of reglets with sealant. Insert flashings to form tight fit. Seal flashings into reglets with sealant.
- C. Fit components tight in place. Make corners square, surfaces true and straight in planes, and lines accurate to profiles.

End of Section

**SECTION 07900
JOINT SEALERS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Preparing sealant substrate surfaces.
- B. Placement of joint fillers, backing, and sealants.

1.02 SYSTEM DESCRIPTION

- A. System performance to achieve moisture and air tight joint seals.

1.03 QUALITY ASSURANCE

- A. Perform Work in accordance with sealant manufacturers requirements for preparation of surfaces and materials installation instructions.

1.04 ENVIRONMENTAL REQUIREMENTS

- A. Do not install solvent curing sealants in enclosed building spaces.
- B. Maintain temperature and humidity recommended by the sealant manufacturer during and after installation.

PART 2 PRODUCTS

2.01 SEALANTS

- A. Butyl Sealant: Single component, solvent release, non-skinning, non-sagging; black color; manufactured by Pecora Corp.

Elongation Capability	7 to 10 percent
Service Temperature Range	-13 to 180 degrees F
Shore A Hardness Range	10 to 30

- B. Polysulphide Sealant: Single component, chemical curing, non-staining, non-bleeding, capable of continuous water immersion, non-sagging self-leveling type; color as selected; manufactured by 3M Company:

Elongation Capability	20 percent
Service Temperature Range	-40 to 180 degrees F
Shore A Hardness Range	20 to 35

2.02 ACCESSORIES

- A. Primer: Non-staining type, to suit application.
- B. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.
- C. Joint Backing: ASTM D1056; round, closed cell polyethylene foam rod; oversized 30 to 50 percent larger than joint width; manufactured by Rubber Supplies Co.
- D. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.

PART 3 EXECUTION

3.01 EXAMINATION AND PREPARATION

- A. Verify that joint openings are ready to receive work, and that joint measurements and surface conditions are as recommended by the sealant manufacturer.
- B. Remove loose materials and foreign matter that may impair adhesion of sealant.
- C. Verify that joint backing and release tapes are compatible with sealant.

3.02 INSTALLATION

- A. Clean and prime seal joints in accordance with manufacturer's instructions.
- B. Install sealant in accordance with manufacturer's instructions.
- C. Measure joint dimensions and size materials to achieve required width/depth ratios.
- D. Install joint backing to achieve a neck thickness dimension no greater than 1/3 the joint width.
- E. Install bond breaker where joint backing is not used.
- F. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.
- G. Tool joints concave.

3.03 SCHEDULE

	<u>LOCATION</u>	<u>TYPE</u>	<u>COLOR</u>
A.	Louver perimeter	Polysulphide single component	Color; White
B.	Roof to wall	Butyl Sealant: Single component	Color; Black

End of Section

**SECTION 09900
PAINTING**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Surface preparation.
- B. Surface finish schedule.
- C. Color selection schedule.

1.02 RELATED SECTIONS

- A. Section 01010-Summary of Work
- B. Section 06200-Finished Carpentry
- C. Section 07900-Joint Sealers

1.03 REFERENCES

- A. ANSI/ASTM D16- Definitions of Terms Relating to Paint and related products.
- B. ASTM D2016- Test method for moisture content of wood.

1.04 QUALITY ASSURANCE

- A. Product Manufacturer: Company specializing in manufacturing quality paint and finish products with three years experience.

1.05 REGULATORY REQUIREMENTS

- A. Conform to applicable code for flame/ fuel/ smoke rating requirements for finishes.

1.06 SUBMITTALS

- A. Submit manufacturer's installation instructions for owner's approval.

1.08 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptance.
- B. Store paint materials at minimum ambient temperature of 45 degrees F and a maximum of 90 degrees F in well ventilated area, unless required otherwise by manufacturer's instructions.
- C. Take precautionary measures to prevent fire hazards and spontaneous combustion.

1.09 ENVIRONMENTAL REQUIREMENTS

- A. Do not apply exterior coatings during rain or snow, or when relative humidity is above 50 percent, unless required otherwise by instructions.
- C. Minimum application temperatures for latex paints: 50 degrees F for exterior; unless required otherwise.

PART 2 PRODUCTS

2.01 MANUFACTURERS- **PAINT**

- A. Benjamin Moore Co.
- B. P.P.G. Paints
- C. Glidden Co.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are smooth and flat and are ready to receive work.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.

3.02 PREPARATION

- A. Correct minor defects and clean surfaces which affect work of this section.
- B. Shellac and seal marks which may bleed through surface finishes.
- C. Impervious Surfaces: Remove mildew by scrubbing with solution of Tri-Sodium Phosphate and bleach. Rinse with clean water and allow surface to dry.
- D. Exterior Wood scheduled to Receive Paint finish: Scrape all loose and peeling paint for existing wood to be painted. Scrape out existing caulking and machine sand areas that have been scraped to smooth continuous surface. Remove dust, grit, and foreign matter. Seal knots; fill nail holes with exterior caulking compound after prime coat has been applied.

3.03 PROTECTION

- A. Protect elements surrounding the work of this section from damage or disfiguration.
- B. Repair damage to other surfaces caused by work of this section.
- C. Furnish drop cloths, shields, and protective methods to prevent spray or droppings from disfiguring other surfaces.

3.04 APPLICATION

- A. Do not apply finishes to surfaces that are not dry.
- B. **Apply each coat to uniform and consistent thickness and finish as recommended by manufacturer and as indicated in their specifications.**
- C. Sand lightly between coats to achieve required finish.
- D. Prime back surfaces of exterior woodwork with primer paint.

3.05 CLEANING

- A. As work proceeds, promptly remove paint where spilled, splashed, or spattered.
- B. During progress of work maintain free of unnecessary accumulation of tools, equipment, surplus materials, and debris.
- C. Collect cotton waste, cloths, and material, which may constitute a fire hazard, place in closed metal containers and remove daily from site.

3.06 SCHEDULE - **EXTERIOR SURFACES**

- A. Wood- Painted
 - 1. One coat alkyd primer sealer.
 - 2. Two coats alkyd enamel, semi-gloss.Butyl Sealant: Single component

3.10 SCHEDULE- **COLORS**.

- A. Color of Steeple: White

End of Section

21

MARLBOROUGH CONGREGATIONAL CHURCH
SOUTH MAIN STREET
MARLBOROUGH, CT 06447

Section 01010
SUMMARY OF WORK

PART 1 GENERAL

1.01 REQUIREMENTS INCLUDED

- A. The contract for the church steeple restoration will require the successful contractor to provide proper staging, steeplejack gear, personnel tie off harnesses, and all other safety gear to protect works from harm. Contractor is to provide proof to owner insurance for worker compensation and Contingent liability, and public liability. All contractor's insurance policies shall name the owner and Architect as additional insureds.

1.02 RELATED REQUIREMENTS

- A. Owner shall furnish to the bidding contractors the scope of required work for the complete restoration of the steeple consisting of project narrative, steeple photographs, drawing of steeple, specifications for the project materials and labor. The contractors shall visit the project site to fully inspect and observe the requirements of the work to be performed. Submission of bid to owner acknowledges understanding of work to be performed.

1.03 WORK COVERED BY CONTRACT

- A. Work of this contract comprises of restoration of the Marlborough Congregational church steeple, consisting of partial roofing removal and replacement, flashing removal and replacement, removal of rotted trim and covered roof decking to be replaced, scraping, sanding and power washing for pair preparation.

1.04 CONTRACT METHOD

- A. Restoration of the steeple work shall be performed under a single fixed price contract.

1.05 CONTRACTOR USE OF PREMISES

- A. Contractor shall limit use of premises for work, for storage, and for access, to allow:
1. Owner occupancy.
 2. Work by other contractors.
- B. Coordinate use of premises under direction of owner.
- C. Assume full responsibility for protection and safekeeping of products under this contract.

1.06 OWNER- FURNISHED PRODUCTS

A. Contractor Responsibilities:

1. Designate delivery dates for products to be used.
2. Protect products from damage, and from exposure to elements.
3. Assemble, install, connect, adjust, and finish products.
4. Provide installation inspections required by public authorities.
5. Repair or replace items damaged by contractor.

End of Section 01010

MARLBOROUGH CONGREGATIONAL CHURCH
SOUTH MAIN STREET
MARLBOROUGH, CT 06447

SUPPLEMENTAL CONDITIONS

ARTICLE NO. TITLE

01006 THE ARCHITECT/ENGINEER, HIS STATUS AND DECISIONS

- A. The Architect is PETER W. ARGIRO, ARCHITECT, AIA, PC. of Colchester, CT. 06415, Telephone No. (860) 537-0741. or his/their accredited representative, and is referred to in the Contract Documents as "Architect" or "Architects" or by pronouns which imply them. As information for the Contractor, the Architect's status is defined as follows:
1. The Architect/Engineer will make interpretations or decisions directly to the Contractor.
 2. As the authorized representative the Architect is responsible for review of Shop Drawings, materials and equipment intended for the work, in accordance with "Working Procedures During Construction", the "General Conditions" and the "Supplementary Conditions".

01007 AGENCY REPRESENTATIVE

- A. Partial funding is provided by the Connecticut Commission on Culture & Tourism's Historic Restoration Fund, One Constitution Plaza, 2nd Floor Hartford, CT 06103.

01010 SUMMARY OF WORK

The contract for the church steeple restoration will require the successful contractor to provide proper staging, steeplejack gear, personnel tie off harnesses, and all other safety gear to protect works from harm. Contactor is to provide proof to owner insurance for worker compensation and Contingent liability, and public liability. All contractor's insurance policies shall name the owner and Architect as additional insureds.

01012 PROJECT DOCUMENTS

- A. The Specifications and the Drawings describe and illustrate the materials and labor necessary for the work of this Project.
- B. The General Conditions and Supplementary General Conditions apply to each Section of the Specification.

01013 DRAWINGS FURNISHED

- A. The General Contractor will be given 5 sets of the Contract Documents on or about the time of execution of the Contract. Additional sets can be obtained by direct purchase as required.

01015 CONTRACTOR'S USE OF PREMISES

- A. The Contractor shall confine his operations, including storage of apparatus, equipment and materials to the contract limit lines as directed by owner's representative.
- B. The areas and/or spaces, including their access, shall be maintained free and clear throughout the contract term.
- C. Parking for Contractor's employees will be limited to an area (or areas) designated by the Construction contractor.

01020 ALLOWANCES

- A. The Contractor's costs for unloading and handling, labor, installation costs, overhead and profit and other expense related to this project shall be included in the Lump Sum Bid Amount. No Allowances shall be permitted under these documents.

01035 OVERTIME

All work required for this project shall be scheduled for normal working hours. Should the contractor choose to work overtime hours he shall be required to pay his employees the rates required under the prevailing wage rate schedule for this project and location. The extra cost shall not be passed on to owner, but will be the responsibility of the contractor to absorb.

01040 COORDINATION

- A. Coordinate the work of the several trades to assure the efficient and orderly sequence of installation of construction elements.
- B. Verify that characteristics of interrelated equipment are compatible; coordinate work of various Sections having interdependent responsibilities for installing, connecting and placing material in service.

CONTRACTOR'S INSURANCE REQUIREMENTS:

Insurance coverage shall be not less than the following:

- A. Worker's Compensation: Statutory
- B. Contractor's Public Liability:
 - 1. Personal injury: \$ 500,000/ \$ 1,000,000
 - 2. Property damage: \$ 100,000/ \$ 200,000
- C. Contractor's Contingent Liability:
 - 1. Personal injury: \$ 500,000/ \$ 1,000,000
 - 2. Property damage: \$ 100,000/ \$ 200,000
- D. Automobile Public Liability:
 - 1. Personal injury: \$ 500,000/ \$1,000,000
 - 2. Property damage: \$ 100,000 each occurrence.

- E. All Contractor's insurance policies shall name the Architect and the Owner as additional insureds.
- F. All insurance policies shall provide that no cancellation of the policy or endorsement shall be effective until the tenth day following such cancellation to the Architect and to the Owner.

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

- 1. Bidders are directed to certain requirements of this contract, which require execution of Bidder Notification, Human Rights and Opportunities forms.
- 2. During performance of the work of the contract, the Contractor will be required to follow an equal employment opportunity program complying with provisions of the State of Connecticut.

01090 STANDARDS, CODES AND SPECIFICATIONS

- A. For products specified by association or trade standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.
- B. References to standard specifications and codes refer to the editions current at the bid due date. References include their addenda and errata, if any, and shall be considered a part of these specifications as if they were printed herein in full.
- C. The manufacturers' standard warranties or guarantees shall apply when their products are used on this project.

01210 PRECONSTRUCTION CONFERENCE

- A. The Architect with the owner shall schedule a Preconstruction Conference and notify the parties concerned to attend.

01220 PROJECT MEETINGS

- A. A schedule of regular project meetings will be established at the Preconstruction Conference.

01310 CONSTRUCTION SCHEDULE

- A. Contractor shall submit a construction schedule at time of closing for review and approve.

01340 SHOP DRAWINGS

- A. Shop drawings of materials shall be submitted to Architect for review, approval, and distribution.
- B. Details shall be large scale or full size.
- C. The Contractor shall review the Shop Drawings, stamp with his approval and submit them with reasonable promptness and in orderly sequence so as to cause no delay in his work or in the work of any subcontractor. Shop Drawings shall be identified for item, material and project number.

- D. The Architect will review and comment on Shop Drawings with reasonable promptness so as to cause no delay but only for conformance with the design concept of the project and with the information given in the Contract Documents.

01341 SAMPLES

- A. Submit samples of items where specifically required. Furnish information and data for items or materials offered as equals to those specified to establish their equality.
- B. Mark samples to show:
 - 1. Name of project.
 - 2. Name or trade, type, quality or grade and any further designation necessary to identify the items or materials.
 - 3. Manufacturer's or producer's names.
 - 4. Name of Contractor, and Subcontractor, if any.
- C. Submit samples of size and/or number sufficient to show quality, type, range of color, finish and texture.
- D. Furnished materials shall be equal to approved samples.

01400 QUALITY CONTROL

- A. Comply with manufacturers' and association or trade instructions and specifications for storage and use of their products.
- B. When required by the Specifications, submit manufacturers data sheets, including instructions and recommendations.

01515 TEMPORARY WATER

- A. Water for construction purposes may be taken from the existing building service. The Contractor shall provide connections.

01516 TEMPORARY SANITARY FACILITIES

- A. The Contractor shall provide, where directed, chemical toilets with toilet tissue. The Contractor shall maintain the facilities in a sanitary condition.

01518 FIRE PROTECTION

- A. The Contractor, during construction, shall be responsible for loss or damage by fire to the work of the Contract until completion. Any fire used within the structure for working purposes shall be extinguished when not in use. Bitumen or tar shall be melted on the ground only. No flammable material shall be stored in the structure in excess of amounts allowed by the authorities. No gasoline shall be stored in or close to the building at any time. The Contractor shall assign a responsible employee to be in charge of fire protection measures.

01520 CONSTRUCTION EQUIPMENT

- A. The Contractor shall furnish tools, apparatus and appliances, hoists and/or cranes and power for same, scaffolding, runways, ladders, temporary supports and bracing and similar work or material necessary to insure convenience and safety in the execution of the Contract except where this is otherwise specified in any Specification Section. All such items shall meet the approval of the Architect/Engineer but responsibility for design, strength and safety shall remain with the Contractor. All such items shall comply with Federal OSHA regulations and applicable codes, statutes, rules and regulations, including compliance with the requirements of the current edition of the "Manual of Accident Prevention in Construction" published by the A.G.C. and the standards of the State Labor Department.
- B. Staging, exterior required for the execution of this Contract, shall be furnished, erected, relocated if necessary and removed by the General Contractor. Staging shall be maintained in a safe condition without charge to and for the use of all trades as needed.

01530 BARRIERS AND ENCLOSURES

- A. Provide barriers to prevent public entry into construction areas and to protect existing facilities from damage by construction operations.
- B. Provide barriers around trees and plants designated to remain. Protect against vehicular traffic, materials' dumping, chemically injurious materials, puddling or running water.
- C. Barriers and enclosures shall be in conformance with code requirements. Do not block egress from occupied building unless necessary to further the work of the Contract.

01535 PROTECTION

- A. Protect buildings, equipment, furnishings, grounds and plantings from damage. Any damage shall be repaired or otherwise made good at no expense to the owner.
- B. Provide protective coverings and barricades to prevent damage. The Contractor shall be held responsible for, and must make good at his own expense, any water or other type of damage due to improper coverings. Protect the public and building personnel from injury.
- C. Provide temporary protection for installed products. Control traffic in immediate area to minimize damage.

01540 SECURITY

- A. The Contractor shall be solely responsible for damage, loss or liability due to theft or vandalism.

01550 TRAFFIC WAYS

- A. Public roads and existing paved roads, drives and parking areas on Owner's property shall be kept free from scrap or debris due to construction operations and any damage to their surface caused by the Contractor shall be repaired by him at his own expense.

01560 TEMPORARY CONTROLS

Refer to governing codes, such as HUD, OSHA, and EPA covering most temporary environmental controls. However, work involving new construction may require more specific job-related controls; the following are examples. Confer with Town Zoning Coordinator for specifics.

Dust Control (construction and demolition)
Noise Control

01569 CLEANING

- A. Maintain areas under Contractor's control free of waste materials, debris and rubbish. Maintain in a clean and orderly condition.
- B. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces and other closed or remote spaces before closing the space.
- C. Periodically clean interior areas before start of surface finishing and continue cleaning on an as-needed basis.
- D. Control cleaning operations so that dust and other particulates will not adhere to wet or newly-coated surfaces.
- E. Remove waste materials, debris and rubbish from site daily and dispose of legally off-site. No scrap/debris shall remain at the building or anywhere on site upon final acceptance of the project.

01580 PROJECT SIGN

- A. PROJECT SIGN: (1) required.

Owner will provide required sign in accordance with the stated Connecticut Commission on Culture & Tourism's HSF specifications.

01610 TRANSPORTATION AND HANDLING

- A. Materials and equipment shall be delivered, stored and handled to prevent intrusion of foreign matter and damage by weather or breakage. Packaged materials shall be delivered and stored in original, unbroken packages.
- B. Promptly inspect shipments to assure that products comply with requirements, that quantities are correct and products are undamaged.
- C. Packages, materials and equipment showing evidence of damage will be rejected and replaced at no additional cost to the Owner.

01620 STORAGE AND PROTECTION

- A. Store products in accordance with manufacturers instructions with seals and labels intact and legible. Store sensitive products in weather tight enclosures; maintain within temperature and humidity range required by manufacturer.
- B. For exterior storage of fabricated products, place on sloped supports above ground. Cover products subject to deterioration with impervious sheet covering; provide ventilation to avoid condensation.

01710 FINAL CLEANING

- A. Before final inspection, clean the work in readiness for completion.
- B. Clean exterior exposed surfaces to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces; vacuum carpeted and soft surfaces.
 - 1. Remove putty stains and paint spots; wash and polish glass.
 - 2. Clean roofs, gutters and downspouts.
 - 3. Clean site; sweep paved areas, rake other surfaces.
- C. Remove waste and surplus materials, rubbish and construction equipment and facilities from the site.
- D. Leave building perimeter clean and ready for occupancy.

01720 PROJECT RECORD DOCUMENTS

- A. Record Drawings During Construction:
 - 1. The Contractor shall keep two sets of black (or blue) and white prints of the Contract Drawings at the site on which he shall record changes as they occur on the job. Maintain the record sets separate from documents used for construction.

01740 WARRANTIES AND GUARANTEES

- A. The Contractor shall guarantee all materials and workmanship for a period of one year from the date of acceptance of the work.
- B. Form of Guarantees and Warranties:

To: Marlborough Congregational Church
c/o Mr. John Cantin, Building Committee

I (We) hereby guarantee (or warranty) the _____ work on the referenced project for a period of _____ years from _____, 19__ against failures of workmanship and materials in accordance with the requirements of Section _____, Page _____, Paragraph _____, of the Specifications.

Signed _____ General Contractor _____
(or authorized agent)

- C. Guarantees or warranties supplied by Subcontractors, Suppliers or Manufacturers shall be countersigned by the General Contractor.

End of Section