

SPECIFICATIONS
FOR
GARDE ARTS CENTER

Project:
Garde Theater Stagehouse
Exterior Repairs

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**Garde Arts Center
Invitation to Bid for
Masonry Restoration Services
for the project titled:
Stagehouse Exterior Repair Project**

Sealed Bid submissions will be received at the Garde Arts Center, Box Office, 325 State Street, New London, CT 06320, until May 3, 2019, at 2:00 PM, DST. No bids will be accepted after the date and time specified. Email submissions in PDF format will be accepted.

The Invitation to Bid is available online at www.gardearts.org.

Two printed copies of the submitted proposal are to be signed and placed in an envelope and addressed to:

Garde Arts Center
325 State Street
New London, CT 06320
ATTN: Stagehouse Exterior Repair Project

The Garde Arts Center reserves the right to accept or reject without prejudice, any or all proposals or waive any irregularities therein, or to accept the proposal deemed to be in the best interest of the Garde Arts Center and in keeping with City regulations associated with this project.

Questions regarding the Invitation to Bid should be directed to Steve Sigel, as owners representative at sigel@gardearts.org In order to receive consideration, all questions must be submitted by the close of business on April 22, 2019. Answers will be posted on the Garde website (www.gardearts.org) as an addendum to the Invitation to Bid no later than April 25, 2019.

An Affirmative Action/Equal Opportunity Employer, Minority/Women's Business Enterprises are encouraged to bid.

SECTION 01010 - SUMMARY OF WORK

PART 1 – GENERAL

The Garde Arts Center invites you to submit a written bid for the purpose of selecting a contractor to repair and replace masonry and related work on the stagehouse wall.

1.1 GENERAL PROVISIONS

- A. General provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification Sections, apply to this Section.

This project is being funded by the City of New London and will entail compliance with certain requirements.

1.2 SUMMARY

- A. The Project consists of the exterior brick replacement, repair and waterproofing of the rear (or north) side of stagehouse wall and flashing repair of front (or south) side of stage house of the Garde Arts Center, located at 325 State Street, New London, CT 06320.

- B. Project Team:

Owner:
Garde Arts Center
Mr. Steve Sigel, Executive Director
325 State Street
New London, CT 06320
(860) 444-4410

1.3 BID BREAKDOWN – BASE BID LUMP SUM ITEMS

- A. Base Bids provided by the Contractor shall include all labor, supervision, materials, overhead, profit and taxes necessary to perform the full extent of the work as described herein.
- B. Note: This list is not exhaustive. Refer to the contract documents; including the technical specifications for additional requirements.

General Requirements

1. Provide an aerial lift operating from the street to safely access the work. If necessary, install sidewalk bridging and work platforms, etc. as necessary to allow access to all work areas and to protect the public.
2. Provide all general conditions and all temporary facilities and services required for the execution of the work.
3. This project is subject to Davis Bacon Act wage rates. For information contact Tom Bombria, City of New London Community Development Coordinator at 860-437-6346

Exterior

1. Repoint all open brick mortar joints and repair cracks throughout the façade. Provide grinding of defective brick mortar joints to a depth of 2 to 2.25 times the width of the joint (typically .25 to 1 inch) using power tools. All cut out joints will be cleaned to remove dust and residue to provide proper bonding of new mortar. The new mortar will match the existing mortar as close as possible. Provide mortar color samples for Owner selection.
2. Replace **up to 50** defective brick that are deteriorated at least 30% of their surface and not capable of resisting moisture infiltration and patch **up to 125** brick where waterproof integrity can be maintained. Provide samples of brick to the Owner for selection.
3. Remove efflorescence, staining, biological growth, graffiti and general soiling from the building facade. Provide for the cleaning so as to render a natural, uniform clean (but not like new appearance) for the façade. Use the gentlest means possible to obtain desired results as approved by the Owner. Cleaning work shall take place after mortar joints have been cut out for repointing and prior to the finish pointing installation.
4. Waterproof entire theater stagehouse rear façade. Waterproofing material to be used is Chem-trete BSM 400 or equal. Waterproofing to be applied following manufacturer's directions.
5. Replace 80 feet of flashing joint sealant at EIFS joint where south side of stagehouse meets the auditorium roof beneath existing HVAC exterior ductwork on the auditorium roof. Old sealant is to be removed and backing tape or rod will be installed to prevent three-side adhesion. New sealant will be applied and tooled to insure full contact with inner faces of joints.

1.4 UNIT PRICE ITEMS - ADDITIONAL WORK

When approved in writing by the Owner, the Contractor agrees to provide all labor, equipment and materials required for the complete execution of additional units of work, which may become necessary as the project progresses. The unit prices bid per item will hold for actual quantities measured and installed in the field. The same unit prices shall apply to additional work. Each item shall include general conditions, overhead and profit and all other associated costs.

1. Repoint mortar joints (per linear foot).
2. Repair deteriorated brick.
3. Install new brick
4. Replace existing sealant where directed (per linear foot)

1.5 INTERPRETATIONS

- A. Site Visit: The Contractor shall visit the site during the bidding process to familiarize himself with all existing conditions. A MANDATORY PRE-BID CONFERENCE is scheduled for Friday, April 24, 2019, 10:00 AM at the Garde Theater main lobby. The Contractor shall be responsible for verifying the existing conditions and laying out the work and informing the Owner, in writing, of any discrepancies, and shall not proceed with any work affected until receiving written instructions from the Owner via Addendum during the bidding period.
- B. Information: All information, including clarification of specifications, shall be obtained from the Owner.

1.6 CONTRACTOR USE OF PREMISES

- A. Use of the Existing Building: Maintain the existing building in a weathertight condition throughout the construction period. Promptly repair damage caused by construction operations. Take all precautions necessary to protect the buildings and its occupants during the construction period.
- B. Building Occupancy: The building will be fully occupied at the time of construction. All work must be phased so that access to building is unobstructed and all surfaces are constantly protected from the weather. Access to any/all spaces within the building shall be coordinated with the Owner. The Contractor shall provide safe, free and easy access at all times to all exits, walks and stairs in and around the building. The theater loading dock and stage access door are particularly important to remain unobstructed. Contractor work shall be scheduled so as not to interfere with owner use of facilities, with special consideration for public programs occurring within the Building.
- C. Special Site Requirements: All Contractor employees must wear Owner approved photo identification cards while within the site limits. Smoking or the use of "boom boxes" will not be allowed within the site limits.
- D. Use of Building Facilities: The Owner will provide access to 110 volt electrical outlets, potable water and use of the stage house toilets. Temporary toilets may be provided by the Contractor with permission of the Owner's Representative in an Owner's Representative approved location.
- E. Storage: Location of storage areas shall be coordinated with the Owner's Representative.
- F. Trash Containers: Location of trash containers shall be coordinated with the Owner's Representative.

1.7 GENERAL

- A. Qualifications: Work must be performed by a firm employing personnel skilled in the indicated operations, and having not less than 10 years routine experience in successfully completing in a timely fashion masonry restoration work comparable in scope and type to the required work of this contract involving buildings that are including in a National Register of Historic Districts.
- B. Materials and Methods: All materials and methods of construction shall comply with the requirements of State and Local Building Codes.

- C. Workmanship: The work shall be conducted in accordance with pertinent trade association standards and practices for materials and installation.
- D. Permits, Etc.: Permits, inspections and certificates required by work under this contract shall be obtained at no charge to the Owner.
- E. Clean-up: At the end of each work day, the Contractor shall leave the work area broom clean and dispose of all debris. Dumpster location and requirements shall be approved by the Owner. Upon final completion of the work, Contractor shall thoroughly clean up all dirt and waste resulting from their work as required to restore work areas to the state of cleanliness existing before work began. In general, cleaning requirements are limited to the removal of rubbish, spatters, stains, smears, foot tracks, dust, etc.
- F. Temporary Power: Provide weatherproof, grounded, power-distribution system sufficient to accommodate construction operations requiring power, use of power tools, etc. Provide overload protection. Connection to existing power shall be with equipment supplied by the Contractor. The Contractor may provide their own source of power via generator's and pay for same.
- G. Temporary Water: Temporary water shall be obtained from Owner's nearest source. All attachments, hoses, etc. shall be supplied by the Contractor. The Contractor shall make every effort to control and conserve the use of water.

1.10 SUBMITTALS.

- A. Products: Submit 3 copies/units of all product Data and samples of all specified products to Owner.
 - 1. Sample requirements shall be as listed in individual specification sections.

1.11 MATERIAL STORAGE, PLACEMENT AND REMOVALS, MOBILIZATION PLAN, PROGRESS SCHEDULE

- A. Mobilization Plan: Contractor shall, within one week of award of Contract, prepare for approval, in writing, a Mobilization Plan and Progress Schedule to include: (a) Distribution Plan for materials for installation describing method for transporting materials from ground level to appropriate locations for storage and installation. Include locations where materials will be temporarily stored; (b) Disposal Plan for debris, etc., describing method for transporting all debris (old materials, etc.) to ground level, proposed temporary location of debris containers, cartage locations. (c) All other information as required for proper execution of project.

1.12 GUARANTEES

- A. Contractor's Guarantee: In addition to warranties provided elsewhere in this document, the Contractor and/or Sub-contractor guarantees to the Owner that said Contractor shall be responsible for any defective materials and workmanship incorporated for the time periods stated in the individual specification sections. The period of guarantee shall start from the date of the Owner's acceptance of the work.

END OF SECTION 01010

GARDE ARTS CENTER Stagehouse Exterior Repairs

325 STATE STREET, NEW LONDON, CONNECTICUT

BID FORM

April 17, 2019

CONTRACTOR NAME

Having carefully examined the Specification and associated bid documents dated April 17, 2019, , as well as the premise and conditions affecting the work, The Contractor proposes to furnish all material, equipment, labor, supervision, plant, machinery, aerial lift, tools, supplies, services, filing, permits, overhead, profit and insurance necessary to perform the work, as set forth in, and in accordance with said documents.

The work items summarized below are for bidding purposes only and may vary from actual work executed. The prices bid per item will hold for actual work executed in the field. Each item shall include general conditions, overhead and profit and all other associated costs.

This project is subject to Davis Bacon Act wage rates. For information contact Tom Bombria, City of New London Community Development Coordinator at 860-437-6346 tbombria@ci.new-london.ct.us

BID BREAKDOWN

BASE BID LUMP SUM ITEMS

General Conditions

- 1. Install appropriate barriers where required to perform the scope of work and to protect the public during the construction process. \$ _____
 - 2. Provide all General Conditions and temporary facilities. \$ _____
- General Conditions Lump Sum Sub-Total \$ _____**

Exterior Repairs

- 3. Repoint all open brick mortar joints and repair cracks throughout façade. Provide mortar color samples for Owner selection. \$ _____
 - 4. Replace defective brick that are deteriorated at least 30% of their surface and not capable of resisting moisture infiltration and patch brick where waterproof integrity can be maintained. Provide samples of brick to Owner for selection. \$ _____
 - 5. Remove efflorescence, staining, biological growth, graffiti and general soiling from the building facade. Provide for the cleaning so as to render a natural, uniform clean (but not like new appearance) for the façade. Use the gentlest means possible to obtain desired results as approved by the Owner.
 - 6. Waterproof entire theater stagehouse rear façade. \$ _____
 - 7. Replace 80 feet of flashing joint sealant at EIFS joint on south side of stage house. \$ _____
- Exterior Repairs Lump Sum Sub-Total \$ _____**

LUMP SUM PRICE ITEMS Total \$ _____

GRAND TOTAL \$ _____

UNIT PRICE ITEMS - ADDITIONAL WORK

When approved in writing by the Owner, the Contractor agrees to provide all labor, equipment and materials required for the complete execution of additional units of work, which may become necessary as the project progresses. The unit prices bid per item will hold for actual quantities measured and installed in the field. The same unit prices shall apply to additional work. Each item shall include general conditions, overhead and profit and all other associated costs.

- Repoint brick mortar joints (per linear foot). \$ _____
- Repair deteriorated brick. \$ _____
- Install new brick \$ _____
- Replace existing sealant where directed (per linear foot) \$ _____

SCHEDULES AND PHASING PLANS

The undersigned shall provide a preliminary project schedule at time of bid identifying estimated overall completion date. Prior to the award of a construction contract and upon the request of the Owner, the Contractor shall submit a complete, itemized and detailed "Schedule of Values," progress schedule and also indicating all site disruptions and staging areas.

ADDENDUM RECEIPT

Receipt of the following addenda to the Terms and Conditions, Drawings or Specifications is acknowledged:

Addendum No. _____ Dated _____

(Bidder)

(By)

(Title)

(Business Address)

(Dated)

SECTION 01030 – SELECTION PROCESS

1. Selection Process

The contractor selection process will involve reviewing the submission of qualifications and bids from contractors. Submissions will be reviewed by the Garde staff and support personnel to determine the lowest responsive and responsible bid.

SECTION 01040 – BIDDING SCHEDULE

Invitation For Bid issued	April 17, 2019
Mandatory Pre-Bid Conference	April 24, 2019
Bids due	May 3, 2019
Contractor selection/award	Week of May 6, 2019
Kick-off meeting	Week of May 13, 2019

Questions regarding this RFP should be submitted in writing to: Steve Sigel at sigel@gardearts.org. Questions must be submitted no later than April 22 2019. Responses to questions will be posted on the Garde website by April 24, 2019. (www.gardearts.org).

Submittal Instructions

Enclose with the Bid a listing and description of previous relevant projects, and the names and resumes of the key personnel proposed for this project. Sealed Bid and qualification submissions will be received at the Garde Arts Center, Box Office, 325 State Street, New London, CT 06320, until Friday, May 3 2019, at 2:00 PM. No bids will be accepted after the date and time specified. Email submissions in PDF format will be accepted. Email submittals to sigel@gardearts.org

The Invitation to Bid is available online at www.gardearts.org.

Two printed copies of the submitted proposal are to be signed and placed in an envelope and addressed to:

Garde Arts Center
325 State Street
New London, CT 06320
ATTN: Masonry Repair Project

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SECTION 01040 – INSURANCE REQUIREMENTS

A. General Requirements

The contractor shall be responsible for maintaining insurance coverage in force for the term of the contract of the kinds and adequate amounts to secure all of the respondent's obligations under the contract with an insurance company(ies) with an AM Best Rating of A- or better licensed to write such insurance in the State of Connecticut and acceptable to the Garde Arts Center.

The insurer shall provide the Garde Arts Center with Certificates of Insurance signed by an authorized representative of the insurance company(ies) prior to the execution and delivery of the contract describing the coverage and providing that the insurer shall give the Garde Arts Center written notice at least thirty (30) days in advance of any termination, expiration or non-renewal, or any and all changes in coverage.

Such insurance or renewals or replacements thereof shall remain in force during the contractor's responsibility under the contract, with tail coverage acceptable to the Garde Arts Center for any claims made policies.

The contractor, at its own cost and expense, shall procure and maintain all insurances required and shall include the Garde Arts Center as additional insureds on all policies, except Workers' Compensation coverage.

In order to facilitate this requirement for insurance, it is recommended that the contractor forward a copy of these requirements to its insurance representative(s).

B. Specific Requirements

1. Workers' Compensation Insurance

The contractor shall provide statutory Workers' Compensation Insurance, including Employer's Liability with limits of \$250,000 Each Accident \$1,000,000 Disease, Policy Limit \$250,000 Disease, Each Employee.

2. Commercial General Liability Insurance

The respondent shall carry Commercial General Liability insurance. A per occurrence limit of at least \$1,000,000 **combined single limit bodily injury and property damage is required**. The aggregate limit shall not be less than \$2,000,000. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

3. Business Automobile Liability Insurance

The contractor shall carry Business Automobile Liability Insurance. A per occurrence limit of \$1,000,000 combined single limit bodily injury and property damage is required. "Any Auto" (symbol 1 or equivalent) is required. Any deviations from the standard unendorsed form shall be noted on the Certificate of Insurance.

4. Excess Umbrella Liability Insurance

The respondent shall carry excess liability insurance in the amount of at least \$5,000,000 overlaying employers liability, commercial general liability (including completed operations), and business automobile liability coverage.

B. Subcontractor Requirements

The contractor shall require any subcontractors and independent contractors hired by the contractor to carry sufficient amounts of insurance and to obtain certificates of insurance which shall be submitted to and approved by the Garde Arts Center before such subcontractors and independent contractors are permitted to begin work.

The contractor shall require that the Garde Arts Center be included as additional insureds on all subcontractors' and independent contractors' insurance before permitted to begin work.

The contractor and all subcontractors and independent contractors and their insurers shall waive all rights of subrogation against the Garde Arts Center and their officers, agents, advisers, servants and employees.

C. Other Data

The Garde Arts Center reserves the right to amend amounts of coverage required and types of coverage provided based on work or service to be performed.

Addendum A: Corrections – 4/19/2019

Date Correction

Please note these corrections:

Summary of Work, page 5, A

Site Visit: mandatory pre-bid conference is Wednesday, April 24

Selection Process, page 4

Responses to questions will be posted on Garde website by April 25