

Town of Bristol

1 South Street
P.O. Box 249
Bristol, VT 05443
(802) 453-2410
town@bristolvt.org
www.bristolvt.org

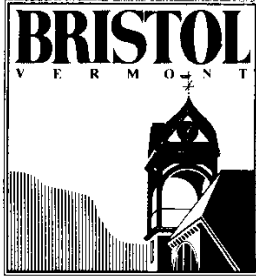
**Request for Proposals
Howden Hall Painting & Minor Maintenance**

The Town of Bristol is seeking proposals from area contractors to paint Howden Hall and other minor maintenance. The primary scope of work includes painting all sides of Howden Hall, trim, doors, and the front ramp. A secondary scope includes painting the Bell House and cleaning the Coach House. A third scope of work includes repair and painting of the window glazing, mullions, and sashes. The Town will provide the primer and paint.

A detailed scope of work can be downloaded from Bristol's Web site at: <http://bristolvt.org/employment-bid-and-for-sale-opportunities/>. Proposals will be accepted until **12:00pm, Wednesday, July 17, 2019** by e-mail to town@bristolvt.org or by mail or hand delivery with "Howden Hall Painting " in the subject line or on the envelope to: Town of Bristol, 1 South Street, P.O. Box 249, Bristol, VT 05443.

Questions? Contact Administrative Assistant Sharon Lucia at (802) 453-2410 or town@bristolvt.org.

The Town of Bristol is an equal opportunity provider and employer and does not discriminate on the basis of race, color, national origin, age, disability, religion, gender, or familial status.



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Town of Bristol REQUEST FOR PROPOSALS PAINTING and MINOR MAINTENANCE of HOWDEN HALL, 19 WEST ST

The Town of Bristol is requesting proposals for exterior painting and minor maintenance of Howden Hall and related buildings located at 19 West Street in Bristol.

Primary scope work:

- Scrape all areas to be painted.
- Prime and paint all exposed wood.
- Prime and paint wood trim around the windows, doors, roofline, corners of building, bottom edge above foundation, and bell tower.
- Clean the shutters of the bell tower; they are not intended to be painted.
- Prime and paint front doors.
- Prime and paint ramp leading to front doors.
- Paint colors will be the same as what is on the building now.

Please provide a separate quote and estimated schedule for this secondary scope of work:

- Prime and paint the Bell House building located in front of Howden Hall to be the same color as Howden Hall.
- Wash the Coach House building located in front of Howden Hall.
- Identify any other additional work that may be needed to any of the buildings.
- Depending on the anticipated costs and timing, these may or may not be added to the overall project at this time.

Please provide a separate quote and estimated schedule for repair and painting of the windows:

- Repair failed glazing.
- Prime, and paint window mullions and sashes.
- Depending on the anticipated costs and timing, this may or may not be added to the overall project at this time.

Schedule

Howden Hall is open periodically, usually in the evenings. Please provide a schedule for the soonest the work can begin on the primary scope and an estimate of how long it may take. Please also provide an estimate of how long it would take to paint the Bell House and wash Coach House located in front of Howden Hall. Please also provide an estimate of how long it would be expected to take to repair and paint the windows.

Responsibilities of the Contractor

- Provide all materials, tools, supplies and labor needed for the job; however, the Town will supply the paint.
- Keep the site and adjacent areas free from accumulation of waste materials caused by the operation and must keep tools, equipment, machinery, etc. suitably stored when not in use and on a daily basis to not detract from the public facilities.
- The Contractor will be required to provide the Town with a proof of general liability insurance of a \$1,000,000 per each occurrence, **with the Town listed as an additional insured**, a W-9, and worker's comp if applicable.
- Follow all applicable safety measures.
- The Contractor shall meet with the Town Administrator prior to commencement of work.
- The Contractor shall warranty their work for at least three years.

Responsibilities of the Town

- The Town will supply the primer and paint.
- Rotted wood and damaged clapboards will be repaired by others prior to commencement of the job.
- The Town will make payment to the Contractor in a timely manner after invoices are submitted. Invoices are paid by the Town every two weeks following approval of warrants at Selectboard meetings.

General Conditions

- The Contractor shall be responsible for making him/herself familiar with site conditions prior to submitting the proposal.
- The Town, by its Selectboard, reserves the right to reject any or all proposals and to accept any bid deemed by it to be in the best interests of the Town of Bristol.
- The contractor agrees to indemnify, defend, and hold harmless the Town of Bristol and its officers and staff from all costs, claims, damages, liabilities, settlements and judgments that arise out of any breach of contract, negligence or wrongful act or omission of the contractor, or failure of the contractor to comply with state or federal law.

- This contract may be terminated by either party with five days written notice without cause. If the contract is not complete, the Town will pay the contractor only for the portion of completed work.

Questions? Contact Sharon Lucia at the Town office at 453-2410 or town@bristolvt.org. Please submit proposals by **12:00noon, Wednesday, July 17, 2019** by e-mail to town@bristolvt.org or by mail or hand delivery with “Howden Hall Painting” on the subject line or envelope to: Town of Bristol, 1 South Street, P.O. Box 249, Bristol, VT 05443.



Figure 1. Howden Hall Building (front).



Figure 2. Howden Hall (side views).



Figure 3. Howden Hall - Bell Building.



Figure 4. Howden Hall – Coach House.



Figure 5. Howden Hall (rear).



Figure 6. Howden Hall (street view).



TOWN OF BRISTOL
2019 Howden Hall Painting, Etc.
BID FORM

(use additional or other sheets as necessary)

Name of Firm: _____

Address: _____

Phone(s): _____

E-mail: _____

Contact Pers.: _____

Primary Scope: Howden Hall Painting Lump Sum : \$ _____

Anticipated start date: _____ Anticipated completion date: _____

Please indicate any information, conditions, or special circumstances that would necessitate any adjustments: _____

Secondary Scope: Howden Hall Painting Lump Sum : \$ _____

Anticipated start date: _____ Anticipated completion date: _____

Please indicate any information, conditions, or special circumstances that would necessitate any adjustments: _____

Howden Hall Windows Lump Sum : \$ _____

Anticipated start date: _____ Anticipated completion date: _____

Please indicate any information, conditions, or special circumstances that would necessitate any adjustments: _____

The signature below represents the contractor's acknowledgement that this is an agreement and he/she agrees to the conditions as stated in the Request for Proposals.

Signature: _____ Date: _____