

**TOWN OF RIDGEFIELD
Office of the Town Engineer**

RIDGEFIELD, CONNECTICUT

***Energy Conservation & Building
Maintenance***

***Yanity Gymnasium
Emergency Roof Replacement
60 Prospect Street***

November, 2012

DETAILED SPECIFICATIONS:

**BIDDING REQUIREMENTS
PROJECT DESCRIPTION**



**RUDY MARCONI
FIRST SELECTMAN**

**CHARLES R. FISHER, P.E., L.S.
TOWN ENGINEER**

LEGAL NOTICE

INVITATION to BID

The **Town of Ridgefield** invites all interested parties to submit sealed bids on the following :

BID DUE DATE: November 27, 2012
BID DUE TIME: 11:00 AM
BID ITEM: Yanity Gymnasium Emergency Roof Replacement, 60 Prospect Street
BID NUMBER: 2013-18

Terms and conditions as well as the description of items being bid are stated in the specifications. **Specifications may be obtained at the following address:**

**Town Of Ridgefield
Jerry Gay
400 Main Street
Ridgefield, CT. 06877
203 - 431 – 2720**

The return bid envelope must be marked and addressed to the following:

**TOWN OF RIDGEFIELD
DIRECTOR OF PURCHASING
BID NUMBER: 2013-18
400 MAIN STREET
RIDGEFIELD, CT. 06877**

Bids must be received no later than the date and time stated above at the Purchasing Director's office on the second floor. **For further information,** please call **Jerry Gay at (203) 431-2720** or E-Mail at **purchasing@ridgefieldct.org**

Bid results may be viewed at www.ridgefieldct.org in the Purchasing Section



OFFICE OF THE TOWN ENGINEER
EMERGENCY ROOF REPLACEMENT
SITE PLAN

SCALE: 1"=200'

TOWN OF RIDGEFIELD CONNECTICUT

BOARD OF SELECTMEN

INSTRUCTIONS TO BIDDERS

1. Submit proposals in a sealed envelope plainly marked with bid number to identify this particular proposal.
2. Withdrawals of or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Board of Selectmen of the Town of Ridgefield reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Ridgefield, Connecticut.
4. Bidders may be present at the opening of bids.
5. Bids may be held by the Town of Ridgefield for a period not to exceed sixty (60) days from the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Insurance requirements, if any, must be submitted with the bid. This includes any Hold Harmless requirements as well as Certificates of Insurance for the full amounts specified. **Unauthorized changes** to these forms, i.e. adding, striking out and/or changing any words, language or limits **will cause the bidder to be disqualified.**

Please Note: Certificates of Insurance, if required, MUST name the Town of Ridgefield as **Additional Insured**. Failure to do so will mean disqualification from the Bid. There will no exceptions.

7. **Permits:** It is the Contractor's responsibility to obtain any necessary permits prior to the start of construction. All work shall be completed in compliance with the latest edition of the prevailing fire prevention and building codes in effect in the State of Connecticut, industry or manufacturer's requirements, or as set forth in these specifications.
8. **Emergency Work:** The Contractor shall file with the Engineer a telephone number of a person authorized by him who may be contacted

regarding emergency work at the job site that may be required during non-working hours for reasons of public safety. The person shall be readily available and have full authority to deal with any emergency that may occur.

9. **Sales Tax:** In accordance with the provisions of Special Act No. 77-98, as amended, and Section 12-412(a) of the Connecticut General Statutes, sales of tangible personal property and services to the Town are not subject to the Connecticut Sales and Use Tax, and such tax shall not be included as part of the bid.
12. **Contractor's Reference Statement:** The Contractor's Reference Statement must be filled out as part of the bid package and the experience and references listed therein will be one to the determining factors in the awarding of the bid.
13. **Hold Harmless Agreement:** In order for the bid to be considered valid, the Contractor **must** sign the enclosed hold harmless agreement. Bids submitted without the signed hold harmless agreement will be rejected.
14. **Time of Completion:** As time is of the essence, all work must be completed within 30 days of the bid award.
15. **Bid Submissions:** The following items shall be submitted for a bid to be considered complete:
 - (a) Executed proposal sheets, P-1 to P-3
 - (b) Executed Hold Harmless Agreement
 - (c) Certificates of Insurance in conformance to item 6 above
 - (d) Contractor's List of Subcontractor's (if none, state none)
 - (e) References
 - (f) Valid Home Improvement Contractor's License

APPENDIX - INSURANCE REQUIREMENTS

Each bidder shall carry and maintain the following insurance coverage during the period of the contract : The Certificate of Insurance for the Limits of Liability stated below should be submitted with your bid to the Purchasing Department at Town Hall. **Bidders may not perform any work until all insurance requirements are met.**

1. **Comprehensive General Liability Insurance** as will protect him, the Town, and any subcontractor performing work covered by this Contract, from claims for damages for personal injury, including accidental or wrongful death, as well as claims for property damages, which may arise from operations under this Contract whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. Liability insurance shall include premises and operations, products, contractual, owners, and contractors protective. The minimum amounts of such insurance shall be as follows:
 - Bodily Injury Liability and Property Damage Liability:
\$1,000,000 each occurrence.
 - **The Town shall be named as an Additional Insured**
This **MUST** be stated explicitly on the Certificate or you will be **disqualified**
2. **Worker's Compensation Insurance and Employer's Liability** for all of his employees, employed at the site and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all employees of the later unless such employees are covered by the protection afforded by the Contractor.
 - Worker's Compensation and Employer Liability:
Statutory Limits
3. **Comprehensive Auto Liability Insurance:**
 - **Bodily Injury Insurance and Property Damage Insurance** covering the operation of all Motor Vehicles owned, hired and/or non-owned by the Contractor, or used by the Contractor in the Prosecution of the work under the Contract, shall be in the minimum of **\$1,000,000 each occurrence.**

All policies relating to this Contract shall be so written so that the Town shall be notified of cancellation or change at least thirty (30) days prior to the effective date for each policy and type of coverage except for nonpayment which shall be ten (10) days prior to the cancellation. Renewal certificate covering the renewal of all policies expiring during the life of the Contract shall be filed with the Town not less than ten (10) days before the expiration of such policies. Failure to do so will result in work stoppage and possible contract cancellation.

PROPOSAL

Proposal of: _____

to furnish and deliver all materials and to do and perform all works in accordance with the Contract Documents for the Yanity Gymnasium Emergency Roof Replacement, the plans and specifications prepared by Charles R. Fisher, P.E.,L.S., Town Engineer, the works being situated within the Town of Ridgefield, Connecticut.

The undersigned bidder has carefully examined the Contract Documents referred to in the "Information for Bidders", and also the site of the work, and will provide all necessary labor, machinery, tools, apparatus, and other means of construction, and do all the work and furnish all material called for by the Contract Documents in the manner prescribed therein and in said Contract, and in accordance with the requirements of the Engineer under them for the following sums:

Item 1: Roof Replacement

the lump sum price of:

_____dollars
and _____cents
(\$ _____) LS Lump Sum \$ _____

Item 2: Additional For Repair/Replacement of Deteriorated Wood Decking

the unit price per square foot:

_____dollars
and _____cents
(\$ _____) SF 100 SF \$ _____

Item 3: Additional For Repair/Replacement of Deteriorated Wood Fascia

the unit price per lineal foot:

_____ dollars

and _____ cents

(\$ _____) LF 25 LF \$ _____

Item 4: Additional For Repair/Replacement of Deteriorated Wood Soffit

the unit price per lineal foot:

_____ dollars

and _____ cents

(\$ _____) LF 25 LF \$ _____

Grand total, Item 1 through Item 4 Inclusive

\$ _____

For purposed of comparison, the computed Grand Total, All Items will serve as the basis of comparison of all bids. The computed total is not an official part of this proposal.

The Town reserves the right to eliminate any item or portion of the work that it deems to be in the best interest of the Town.

Any inconsistencies between the plans and specifications shall be reported to the Town Engineer. The Town Engineer shall make the final decision on any inconsistencies and their intent.

Dated: _____

Signature of Bidder: _____

By: _____

Title: _____

Business Address: _____

HOLD HARMLESS AGREEMENT

The undersigned covenants and agrees to and shall at all times indemnify, protect and save harmless the Town of Ridgefield from and against all costs or expenses resulting from any and all losses, damages, detriments, claims, demands, cost and charges including attorneys fees the Town of Ridgefield may directly or indirectly suffer, sustain or be subjected to by reason or on account of the work to be performed pursuant to this Contract or any activities in connection with said Contract whether such losses and damages be suffered or sustained by the Town of Ridgefield directly or by its employees, licenses or invitees or be suffered or sustained by other persons or corporations who may seek to hold the Town of Ridgefield liable therefore.

The Contractor shall comply with the Provisions of the Immigration Reform and Control Act of 1986 effective and enforceable as of June 6, 1987 which Act makes unlawful the hiring for employment or subcontracting individuals failing to provide documentation of legal eligibility to work in the United States. The Contractor shall hold the Town of Ridgefield harmless for the failure of the Contractor to comply with the provisions of said Act.

IN WITNESS WHEREOF, the parties hereto have set their hand and seal this on the _____ day of _____

Signed, Seated and Delivered in the
Presence of:

Signed:

Notary Public

References

List below references for similar projects, including all information requested. This page must be completed and submitted with the bid.

1. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

2. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

3. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

4. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

Company: _____

Bid Title: _____

Street: _____

Bid No.: _____

City, State: _____

Telephone No.: _____

CONTRACTOR’S LIST OF SUBCONTRACTORS

List below the subcontractors intended to be utilized for this project. This page must be completed and submitted with the bid.

1. Firm: _____

Firm’s Address: _____

Contact: Name _____ Telephone _____

Type of Work to be Performed: _____

2. Firm: _____

Firm’s Address: _____

Contact: Name _____ Telephone _____

Type of Work to be Performed: _____

3. Firm: _____

Firm’s Address: _____

Contact: Name _____ Telephone _____

Type of Work to be Performed: _____

4. Firm: _____

Firm’s Address: _____

Contact: Name _____ Telephone _____

Type of Work to be Performed: _____

Company: _____

Bid Title: _____

Street: _____

Bid No.: _____

City, State: _____

Telephone No.: _____

**Town of Ridgefield
Office of the Town Engineer
Energy Conservation & Building Maintenance**

Yanity Gymnasium Emergency Roof Replacement, 60 Prospect Street

Information for Bidders and General Contract Provisions

1. PREPARATION OF PROPOSALS

Proposals must be made upon forms contained herein or as directed elsewhere. The blank spaces in the Proposal must be filled in correctly where indicated. The Bidder must state the prices for which he proposes to do each item of the work contemplated. In case of discrepancy where both words and the numerals are requested, the words shall govern. Ditto marks are not considered writing or printing and shall not be used. The Bidder shall sign his Proposal correctly. If the Proposal is made by an individual, his name, post office addresses and telephone number must be shown. If made by a firm, partnership, or corporation, the Proposal must be signed by an official of the firm, partnership, or corporation authorized to sign contracts, and must show the post office address and telephone number of the firm, partnership, or corporation. Failure to do so may disqualify the bid.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the Bidder, post office address, bid number, and name of the project for which the bid is submitted. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to: The Purchasing Agent, Town Hall, 400 Main Street, Ridgefield, CT 06877.

All information shall be entered in ink or by typewriter. Mistakes may be crossed out and corrections inserted before submission of your bid. The person signing the bid shall initial corrections in ink.

Corrections and/or modifications received after the closing time specified will not be accepted.

2. SUBMISSION OF PROPOSALS

Descriptive literature containing complete specifications must accompany each bid. If a bidder wishes to furnish additional information, more sheets may be added.

3. INCURRING COSTS

The Town of Ridgefield is not liable for any cost incurred for the preparation of proposals or submission of samples by the firms submitting proposals for the work requested in this bid document or request for proposals.

4. FAMILIARITY WITH THE WORK

Each bidder is considered to have examined the work to fully acquaint him with the exact existing conditions relating to the work and has fully informed himself as to the work involved and the difficulties and restrictions attending the performance of this bid. The submission of a bid will be considered as conclusive evidence that the bidder has made such examination.

5. CONSIDERATION OF PRIOR SERVICE

Previous performance, quality of service and merchandise will be considered.

6. ADDENDA AND INTERPRETATIONS & ALTERNATE PROPOSALS

At the time of the opening of bids each bidder will be presumed to have inspected the work and to have read and to be thoroughly familiar with all of the Contract Documents (including all addenda). The failure or omission of any bidder to receive or examine any form, instruction or document shall in no way relieve any bidder from any obligation in respect to his bid.

If any person contemplating submitting a proposal is in doubt as to the true meaning of any part of these specifications, he may submit a written request for an interpretation to the Purchasing Agent. No interpretations as to the meaning of the plans, specifications or other Contract Documents will be made to any bidder orally. Every request for such interpretation should be in writing addressed to the Town of Ridgefield, Purchasing Agent, 400 Main Street, Ridgefield, Connecticut 06877, and to be given consideration, must be received at least five (5) days prior to the date fixed for the opening of Bids. Any and all such interpretations and any supplementary instructions will be in the form of written Addenda to the Specifications which, if issued, will be mailed by Registered Mail with Return Receipt Requested to all prospective bidders at the respective addresses furnished for such purposes, not later than three (3) days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such Addendum or interpretations shall not relieve any bidder from any obligations under his bid as submitted. All Addenda so issued shall become part of the Contract Documents. Oral explanations will not be binding on the Town.

The specifications listed are to be interpreted as meaning the minimum acceptable by the Town of Ridgefield. Bidders are requested to submit quotations on the basis of these specifications. Alternative bids providing a broader scope and/or services than requested in these specifications may receive consideration providing such equipment and/or service is clearly explained. Any exceptions to the specifications requested herein must be clearly noted in writing and are to be included as a part of your bid proposal. If none are included it will be assumed that there are none.

Definition of the word "complete" means that each unit of the equipment proposed shall include all appurtenances, fasteners, parts, accessories, and services ordinarily

catalogued.

An item equal to that named or described in the specifications may be furnished by the Bidder, except where expressly noted as “no substitutions.” The naming of any commercial name, trademark, or other identification shall not be construed to exclude any item of any manufacturer not mentioned by name, nor limit competition, but shall establish a standard of equality only. An item shall be considered equal to the item so named or described if:

- a. It is at least equal in quality, durability, appearance, strength and design.
- b. It will perform at least equally the function imposed by the design for the work being contracted for or the material being purchased.
- c. It conforms substantially, even with deviations, to the detailed requirements for the item in the specifications.

The Bidder shall hold the Town of Ridgefield, its officers, agents, servants, and employees, harmless from liability of any nature or kind because of use of any copyrighted or uncopyrighted compositions, secret process, patented or unpatented inventions, articles or appliances furnished or used under this bid, and agrees to defend, at his own expense, any and all actions brought against the Town of Ridgefield or himself because of the unauthorized use of such articles.

7. QUOTATION LIMITATION

Bidders shall offer only **ONE ITEM AND PRICE** for each line item bid. If an or-equal item is to be bid, the bidder is to select the brand and model that meets or exceeds the specified item, and submit his bid for that item.

8. ESTIMATE OF WORK

For bidding purposes, the work has been subdivided into unit price items. The quantities shown are to be considered as approximate only. The Purchasing Agent does not expressly or by implication agree that the actual quantity will correspond therewith, but reserves the right to increase or decrease the amount of any item or portion of the work as deemed necessary.

9. SAMPLES

Samples of articles, when required shall be furnished free of cost of any sort to the Town of Ridgefield. Samples received may be retained by the Town for future comparison. Samples which are not destroyed by testing, or which are not retained for future comparison will be returned upon request at the bidder's expense.

10. WITHDRAWAL OF BID

Bidders may withdraw their proposals at any time prior to the bid date. No agent/broker

shall withdraw or cancel their proposal for a period of sixty (60) days after the bid closing date. The successful agent/broker shall not withdraw, cancel or modify their proposal.

11. POWER OF ATTORNEY

Attorneys-in-fact who sign contract bonds must file, with each bond, a certified and effectively dated copy of their power of attorney.

12. SUBCONTRACTORS

Each bidder contemplating the use of any subcontractor shall submit a list of subcontractors as listed on the Bid Form. The apparent low bidder shall file with the Town of Ridgefield, within five (5) days after the date of bid opening, a complete list of the names and addresses of competent, responsible and qualified subcontractors who are actually to perform major portions of the work. This in no way restricts or limits the requirement that all subcontractors must be approved by the Town. Subcontractors listed on the Bid Form or those previously approved may not be changed without the approval of the Town of Ridgefield. Local subcontractors, material suppliers, and labor in the Town of Ridgefield should be considered and sought insofar, as is practical in the performance of this project.

13. QUALIFICATION OF BIDDER

In determining the qualifications of a bidder, the Town may consider his record in the performance of any contracts for similar work into which he may have previously entered; and the Town expressly reserves the right to reject the bid of such bidder if such record discloses that such bidder, in the opinion of the Town, has not properly performed such contracts or has habitually, and without just cause, neglected the payment of bills or has otherwise disregarded his obligations to subcontractors, suppliers, state or local codes, men or employees of subcontractors. The Town may make such investigation as he deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the Town all such information and data for this purpose as the Town may request. The Town reserves the right to reject any bid if the evidence submitted by or the investigation of such bidder fails to satisfy the Town that such bidder is properly qualified, or that such bidder misrepresented material facts in the bid documents.

14. DISQUALIFICATION OF BIDDERS

More than one proposal from an individual, firm, partnership, corporation, or an association under the same or different names will not be considered. Reasonable grounds for believing that any Bidder is interested in more than one proposal for the work contemplated will cause the rejection of all proposals in which such Bidder is interested. Any or all proposals in which such Bidder is interested will be rejected if there is reason for believing that collusion exists among the Bidders and all participants in such collusion will not be considered in future proposals for the same work. Proposals in which the prices are obviously unbalanced may be rejected. No Contract will be awarded

except to competent Bidders capable of performing the class of work contemplated.

15. DELIVERY

Inasmuch as this work concerns a needed public improvement, the provisions of this bid relating to the time of delivery, performance and completion of the work are of the essence of this bid. Accordingly, the successful bidder shall commence work **upon receipt of the signed Purchase Order** unless the Town shall authorize or direct a further delay. Time of delivery shall be stated as the number of calendar days following receipt of the Purchase Order by the Bidder to receipt of the goods or services by the Town of Ridgefield. Prices quoted must include delivery to the Town of Ridgefield as specified on the Purchase Order. No charges will be allowed for parking, crating, freight, express or cartage unless specifically stated and included in this bid.

Time of delivery may be considered in the award.

16. PAYMENT

The Town, after inspection and acceptance of workmanship, and in consideration of the faithful performance by the Bidder of all and singular his covenants, promises, and agreements contained herein, agrees to pay the Bidder for the full completion by him of the work embraced in this Contract, within (30) Thirty Days of the receipt of the final invoice. When subcontractors or suppliers are utilized, the successful Bidder for this project shall be required to submit a Mechanics Lien Waiver, acceptable to the Town, with each progress payment and/or at time of final payment prior to any payment being made.

Time, in connection with any discount offered, will be computed from the date of delivery to the Town or from the date a correct invoice is received by the Town's Finance Department, if the latter date is later than the date of delivery. Prices will be considered as **NET**, if no cash or payment discount is shown.

The successful bidder shall submit invoices to the following address:

Town of Ridgefield
Office of the Town Engineer
66 Prospect Street
Ridgefield, CT 06877

IT IS UNDERSTOOD AND AGREED THAT SHOULD A BID BE ACCEPTED, IT WILL AUTOMATICALLY BECOME THE CONTRACT OR AN ADDENDUM TO ANY CONTRACT AGREED UPON.

Notification of the bid award will be made by issuance of a purchase order. Bidders are to list their bids on the appropriate attached sheets. Bidders may attach a letter of explanation. A clear notification should be made on the standard bid sheets at the

appropriate point of explanation that there is a letter of explanation attached. All bids must be NET prices.

The successful bidder shall submit an itemized invoice to the Town of Ridgefield for the work as described herein.

The bidder shall be required to submit a Mechanics Lien Waiver, acceptable to the Town of Ridgefield, with each progress payment and at time of final payment prior to any payment being made.

At the time of award the successful bidder shall be required to supply the Town of Ridgefield a Certificate of Good Standing, certifying that the corporation is in fact a valid corporation and presently licensed to conduct business in the State of Connecticut.

17. SALES TAX

Certain materials and supplies incorporated in the work of this project are exempt from Connecticut Sales Tax. The Bidder shall familiarize himself with current regulations of the State Tax Department. The tax on materials or supplies exempted by such regulations shall not be included as part of the bid. The Town will furnish the successful Bidder sales tax exemption authorization.

18. CARE AND PROTECTION OF PROPERTY

The Bidder shall take particular care to avoid damages to all private and public property and to private or public improvements within the Town's right of way. He shall make good any damages to the satisfaction of the Town. There shall be no additional compensation for the repair or restoration of private or public property improvements.

19. COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES

The Bidder shall be responsible for full compliance with any Federal, State and/or Local codes, laws, regulations and standards, as applicable.

20. AWARD

The Town of Ridgefield reserves the right to accept or reject any bid to best serve its interests, or to hold the bids for sixty (60) days before decision.

The Town reserves the right to reject any and all bids (or any part thereof), to waive defects in proposals, or to accept any proposal deemed to be in its best interest.

Exceptions will be considered to the specification provided, providing they are listed and fully explained on a separate page entitled "EXCEPTIONS TO SPECIFICATIONS"

Each exception will be considered as to its degree of impact and total effect on the bid.

The purchaser shall determine which (if any taken) exceptions are acceptable, and this determination shall be final.

The Town of Ridgefield reserves the right:

- a. To award bids received on the basis of individual items, or groups of items, or on the entire list of items.
- b. To reject any or all bids, or any part thereof.
- c. To waive any informality in the bids.
- d. To accept the bid that is in the best interest of the Town of Ridgefield. The Purchasing Agent's decision shall be final.

21. INSURANCE

Insurance requirements are detailed under the attached "Appendix - Insurance Requirements."

22. GUARANTEE

The bidder shall unconditionally guarantee for a period of one (1) year unless otherwise noted from the date of acceptance, all materials, supplies, equipment, and services; including but not limited to its workmanship, delivery and installation. If within the guarantee period there are any defects or signs of deterioration the bidder shall repair, adjust or replace the item(s) to the complete satisfaction of the Town. These repairs, adjustments, or replacements are at the sole expense of the bidder and shall be made at such times that are agreeable to the Purchasing Agent so that it is least detrimental to instructional programs.

23. PERMITS

When required all licenses and permits for complying with any applicable Federal, State, and Municipal laws, codes, regulations in connection with the prosecution of the work shall be obtained by the Bidder, at no additional cost to the Town.

24. NONDISCRIMINATION IN EMPLOYMENT

The successful bidder shall agree and warrant that, in the performance of this contract, he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, sex, religion, or national origin in any manner prohibited by State, Federal, County, or Municipal law. A certification of Non-segregated Facilities and a Certification Regarding Equal Employment Opportunity shall be considered a part of this contract.

25. MECHANICS LIEN WAIVERS

The successful Bidder shall be required to submit a Mechanics Lien Waiver, acceptable to the Town of Ridgefield, with each progress payment, and/or at time of final payment,

prior to any payment made.

Town of Ridgefield
Office of the Town Engineer

Sealed Bids
Yanity Gymnasium Emergency Roof Replacement
60 Prospect Street
November, 2012

Project Description

In general, the work to be performed shall include reroofing of that portion of the Yanity Gymnasium's roof as described within the attached report entitled "Wind Damage Assessment, Yanity Gymnasium" dated November 7, 2012. It is the Contractor's responsibility and the intent of this project to provide any additional labor, materials, tools, or equipment necessary to provide a fully functional roofing system free from leaks. The work is summarized within the following technical specifications.

As this is a town public facility, all staging, ladders, material stockpiles, and disposal facilities, including dumpsters, shall be situated in such a manner as to not impede the passage of patrons and pedestrians. The Fire Marshall shall have final approval of the placement of such materials.

All work shall be completed within 30 days of the notice to proceed.

All work shall be conducted Monday through Friday between the hours of 7:00 AM and 6:00 PM.

The Contractor shall obtain all necessary permits and pay all associated fees.

The Contractor is responsible to familiarize himself with all aspects of the existing conditions prior to submitting a bid. Arrangements for visiting the site may be made by contacting Brian Hubbard, Building Maintainer, at 203-994-0347 who is available to answer any questions. The premises will be open for inspection on November 16, 2012 between the hours of 9:00 AM and 12:00 PM. Bid procedure questions shall be directed to Jerry Gay, Purchasing Director, at 203-431-2720 during normal business hours.

It is the Contractor's responsibility to determine the exact amount of effort, including material measurements, required to meet the project's intent and reflect that effort in his submitted lump sum bid for each building. By submitting a bid, the Contractor acknowledges that he has visited the site and is aware of the conditions involved in meeting the project's intent.

The Contractor shall submit on the attached forms the prices as indicated for completing the above-described installation and any other costs as noted on the forms necessary to provide for a complete project. The project will be awarded based on the lowest

reasonable cost for the combined sums. The Contractor shall include with his bid all attached forms completely filled out and a copy of his valid home contractor's license.

01 11 13 SUMMARY OF WORK**PART 1 GENERAL**

- 1.01 Description: The work consists of the removal and replacement of the Yanity Gymnasium Building – East Slope Steep Roof approximately 3,400 SF of asphalt shingles. It should be noted that due to structural limitations of the building, no storage of materials (either new or removed existing) will be allowed on the adjacent roof levels.

NOTE: The work described in the summary of work is not intended to be a final and/or specific list of work to be performed or materials to be provided, but rather it is to be used as a guide. The roofing contractor is admonished to examine and review the drawings and these specifications in order to properly assess those items of work which are obviously requisite whether they are specifically noted or not. It is implicit in the intent of the plans and specifications that a complete, watertight, expertly fabricated system of work be delivered to the owner. All work shall comply with industry standards including those by the National Roofing Contractors Association, the Asphalt Roofing Manufacturers Association, the roof shingle manufacturer and the current Connecticut State Building Code.

A. Protection

1. Prior to start of any work, contractor shall provide and install temporary scaffolding and/or protection at all locations above entrances and exit doorways. As this is a municipal building which includes a daycare facility, pedestrian access must be maintained and protected at all times.
2. Lower adjacent low sloped roof areas and landscaping are to be protected from damage during the work. All damaged areas caused by the work shall be repaired to their pre-job condition.
3. Protect existing modified roofing at high center roof area which is to remain in place.
4. Protect existing gutter section at south end of east perimeter which is to remain in place.

B. East Slope Steep Roof

1. Completely remove and dispose of all existing roof shingles and underlayments to the wood substrate.
2. Completely remove and dispose of all eave and rake flashings within the work area. Exercise care when removing shingles from

beneath existing modified membrane which is to remain in place at "up slope" connection.

3. Repair/replace deteriorated wood decking (SF) per Unit Price noted within Item 2 and paid for under Item 2.
4. Repair/replace deteriorated wood fascia (LF) per Unit Price noted within Item 3 and paid for under Item 3.
5. Repair/replace deteriorated wood soffit (LF) per Unit Price noted within Item 4 and paid for under Item 4.
6. Provide and install new shingle manufacturer's self-adhering ice dam protection, along entire east perimeter, extending at least 6' up slope from roof eave.
7. Provide and install new shingle manufacturer's nailed base sheet underlayment over entire deck surface.
 - 7.1 Fasten basesheet underlayment utilizing large 1" plastic head annular shank nails, length as required.
8. Provide and install new factory painted, .040" aluminum drip edges and rake edge metal, color and size to match existing.
9. Provide and install new "Lifetime" warrantied, mineral granular surfaced, self-sealing asphalt shingles in accordance with shingle manufacturer's printed installation recommendations and requirements and industry standards. New shingles to match north end of Venus Municipal Building Roof. (GAF/ELK Grand Slate, color comparable to Bristol Grey and as selected by owner.)
 - 9.1 Shingles shall be fastened with annular rounded wire shingle type of hot dipped zinc coated steel; minimum 13/64 inch head diameter and 0.080 inch steel shank diameter; minimum 1-1/2" long.
 - 9.2 Nail shingles in place with no less than 6 nails per shingle.
10. Provide and install one coat of primer and two coats of finish paint on all new wood surfaces to match existing.

1.02 Occupancy: It is intended that the building owner may maintain normal occupancy and continued renovations during the reroofing operations. The contractor shall provide protection for his materials, tools, equipment and the

building openings in his care, custody or control. Contractor to coordinate and cooperate with the building owner.

END OF SECTION

07 31 13.14 FIBERGLASS REINFORCED ASPHALT SHINGLES (ARCHITECTURAL)**PART 1 GENERAL**

1.01 This Contractor shall provide all labor, equipment and materials required to perform the work called for in this Section. This contractor shall coordinate his work with other trades and work in other sections.

1.02 Work includes but is not limited to the following:

- A. Asphalt shingle roofing, complete with moisture shedding underlayment, and associated protective flashings.
- B. Coordinate installation of edges, rakes and connection to existing modified membrane which is to remain.

NOTE: The work described herein is not intended to be a final and/or specific list of work to be performed or materials to be provided, but rather it is to be used as a guide. The roofing contractor is admonished to examine and review the drawings and these specifications in order to properly assess those items of work which are obviously requisite whether they are specifically noted or not. It is implicit in the intent of the plans and specifications that a complete, watertight, expertly fabricated system of work be delivered to the Owners.

1.03 References

- A. Polyester base sheet underlayment meeting ASTM D4601, Type II.
- B. ASTM D-4586 Asphalt Roof Cement, Asbestos Free.
- C. ASTM D-3018 Class A Asphalt shingles made from glass felt and surfaced with mineral granules, Type I.

1.04 Submittals and Product Data

- A. Submit shingle manufacturer's recommended instructions and details for review by Consultant.
- B. Submit 5 shingles for owner's color selection.

1.05 Quality Assurance

- A. All workmanship shall conform to requirements of the NRCA, ARMA, and the manufacturer's printed literature.

- B. If there is a conflict between these specifications and the manufacturers literature, the more stringent method shall be used.

PART 2 PRODUCTS

2.01 Roofing Materials

- A. Asphalt Shingles: Algae-relief laminated double layer fiberglass shingle with granule surface type; "Lifetime" warranty, self-sealing type; textured; color and manufacturer to match Phase I shingles at north end of Roof 1 (GAF/ELK Grand Slate, Color: Comparable to Bristol Gray and as selected by owners) U.L. listed wind resistant Class "A" fire rated, ASTM D3161 type I modified to 110 mph as manufactured by GAF/ELK.
- B. Underlayment: As recommended and manufactured by GAF, Deck Armor or approved equal.
- C. Nails: Annular round wire shingle type of hot dipped zinc coated steel; minimum 13/64 inch head diameter and 0.080 inch shank diameter; minimum 1-1/2 inch long; of sufficient length to penetrate minimum 1" into roof sheathing.
 - 1. For underlayment felt, use large 1" plastic head annular shank nails, sized to penetrate minimum 1" into wood deck.
- D. Plastic Cement: ASTM D-4586, asphaltic type with mineral fiber components. Asbestos free, Type II.
- E. Ice and water protection: 40 mil self adhering sheet membrane as manufactured by GAF.

2.02 Ridge Cap: "AR Shingle Products" as manufactured, color to match shingle.

2.03 Flashing Materials

- A. See Section 07 60 00 - Flashing and Sheet Metal

PART 3 EXECUTION

3.01 Workmanship

- A. Install asphalt shingle roofing over surfaces which are dry, free of ridges, warps and voids.

- B. Coordinate installation of roof mounted components, or items projecting through. Ensure roof openings are properly sized and located prior to roofing installation.
- C. Complete roof installation to provide weathertight service.

3.02 Protective Underlayment Installation

- A. Over entire area place one (1) ply of underlayment with ends and edges weatherlapped minimum 6". Stagger end joints of each consecutive layer. Nail protective underlayment sufficiently to hold in place with 1" diameter cap nails. Do not use staples.
- B. Install protective underlayment perpendicular to slope of roof.
- C. Weather lap ice and water protection underlayment minimum 4" over base flashing and seal.
- D. Weather lap and seal with plastic cement, items projecting through or mounted on roof.
- E. Seal all laps in underlayment up the roof slope.
- F. Provide Ice and water protection, minimum 6' up the slope from eave.

3.03 Asphalt Shingles Installation

- A. Place asphalt shingles in straight coursing pattern with proper weather exposure and to produce double thickness over entire roof area.
- B. Provide a shingle starter course (as provided by shingle manufacturer) set along bottom of shingle course. Project the first course of shingles 3/4" beyond edge.
- C. Nail shingles in place with no less than 6 nails per shingle.
- D. Cap all hips/ridges with individual factory manufactured ridge cap shingles, maintaining proper weather exposure. Place to avoid exposed nails. Nails shall be covered by next course by 1" to 2".

3.04 Flashing Installation

- A. Flash and seal with plastic cement or ice and water protection, all items projecting through or mounted on roofing. Ensure weathertight installation.

- B. No areas of exposed roofing cement will be acceptable.
- C. Provide and install watertight, properly lapped and sealed connection between new shingles and existing modified bituminous membrane at upper edge of repair area.
- D. Provide and install new .040" factory painted rake and drip edge, color and size to match existing profiles. Install in accordance with shingle manufacturer's instructions and industry standards.

3.05 Guarantee

- A. Furnish written guarantee stating that the Contractor at his own expense will repair or replace all asphalt shingle work which becomes defective due to faulty materials or workmanship within a period of two (2) years from the date of acceptance of the work. Submit two (2) copies.
- B. Provide Asphalt Shingle manufacturer's "Lifetime" warrantee.

END OF SECTION



H. B. FISHMAN & CO., INC.

300 Pleasant Valley Road, Suite C

South Windsor, CT 06074-3488

(860) 282-9036/Fax (860) 282-7144

Herbert B. Fishman, B. C. E., M. Met. E.

7 November 2012

Mr. Charles Fisher, P.E.
Town Engineer
Town of Ridgefield
66 Prospect Street
Ridgefield, CT 06877

Re: Wind Damage Assessment
Yanity Gymnasium
66 Prospect Street
Ridgefield, CT

Dear Mr. Fisher:

Per your request, on 5 November 2012, the writer performed a visual inspection of the roof at the Yanity Gymnasium Facility. Also present were Messrs. Brian Hubbard and Charles Fisher of the Town of Ridgefield. The purpose of this visit was to inspect and document reported damage to the roof caused by Tropical Storm Sandy (29 and 30 October 2012).

1.0 BACKGROUND

- 1.1 The Yanity Gymnasium Building has a barrel roof system supported by arched, laminated wood beams.
- 1.2 The roof deck consists of tongue and groove wood plank.
- * 1.3 The facility was constructed in 1950's.
- * 1.4 In 2000-2001, the structural supports for the roof system at the north and south ends of the building were restored and/or strengthened.
- * 1.5 During Tropical Storm Sandy (29 and 30 October 2012), wind damage was reported to have occurred to portions of the shingled roof areas on this barrel roof.
- 1.6 The Town of Ridgefield engaged Rocky's Home Improvement of West Redding, Connecticut to perform emergency temporary repair work. This repair work was performed within several days of the damage.
- 1.7 H. B. Fishman & Co., Inc. (HBF) was retained by the Town of Ridgefield to document the reported roof damage.

* Information Provided By Others

2.0 HBF INSPECTION OF 5 NOVEMBER 2012

- 2.1 Our inspection included viewing the damaged roof conditions and documenting same with photographs. Specific observations are included in the attached, labeled photographs. Summarizing our observations:
- 2.2 The steep sloped portions of the barrel roofs at the east and west perimeters are covered with three tab asphalt shingles. The lower sloped area of the barreled roof located at the north/south center of the building is covered with aluminum coated modified bituminous membrane.
- 2.3 Newer shingles were observed at the north and south ends of the building, likely the result of the structural renovation work performed in 2000-2001.
- 2.4 Large areas of temporary repairs were observed on the east facing shingled roof slope.
 - 2.4.1 Remnants of wind damaged shingles were observed on adjacent roof areas and on the ground.
 - 2.4.2 The wind damaged shingled areas on the east portion of the roof measured approximately 28'x113' or 3,200 SF. (3,400 SF including a proper connection to existing modified membrane).
 - 2.4.3 Examination at the east facing slope eave revealed that the shingled roof had been installed over an older, granular surfaced modified bituminous membrane.
 - 2.4.4 A short section of gutter was observed at the south end of the east facing slope; no damage to this section of gutter was observed. The gutter is secured via ferrules and screw type fasteners (it is not a hanging gutter).
- 2.5 No wind damage to the modified bituminous roofing on the center portion of the roof was observed.
- 2.6 No significant wind damage on the west facing shingled roof area was observed.
 - 2.6.1 One missing shingle tab which appeared to be old damage was observed on this slope.

7 November 2012
Mr. Charles Fisher, P.E.
Re: Yanity Gymnasium
Page 3

- 2.7 Our interior inspection revealed that the support system for the roof consists of arched, laminated wood beams with carrying beams between same and a tongue and groove wood deck.

3.0 DISCUSSION AND CONCLUSIONS

- 3.1 The east facing steep sloped shingled roof area (3,400 SF) was severely damaged by wind uplift. The three tab asphalt shingles were torn from the roof at many locations. Temporary repairs have been installed over approximately 70% of this roof area.
- 3.2 The low sloped modified bituminous roof at the center area of the barrel was not damaged by wind uplift.
- 3.3 The steep sloped west facing shingled roof area was not significantly damaged by wind uplift. Only one missing shingle tab was observed on this roof area.
- 3.4 Based on the conditions observed, the east facing steep sloped shingled roof areas should be removed to the deck and replaced with new asphalt shingles. See the attached summary of work for reroofing outline.

Respectfully submitted,

H. B. FISHMAN & CO., INC.



John R. Wooten, R.R.C., P.E.
President
Registered Roof Consultant,
Professional Engineer

JRW/as

CN 12117390.2

Attachments: HBF Photographs #1-28 dated 5 November 2012

HBF Roof Sketch

HBF Recommended Summary of Work

Yanity Gymnasium
66 Prospect Street
Ridgefield, CT
5 November 2012

ROOF
PHOTOGRAPHS

Photo 1:

General view of south elevation, Yanity Gym.
Note barrel roof.



Photo 2:

View of east facing slope of Yanity Gym.
Note widespread shingle damage and temporary repairs.



Photo 3:

View of damaged shingles and temporary repairs, south end of east slope.





Photo 4:

View of damaged shingles and temporary repairs, north end of east slope.



Photo 5:

General view of shingle damage and temporary repairs on east slope as viewed from low slope east roof looking northwest.



Photo 6:

General view of shingle damage and temporary repairs on east slope as viewed from low slope east roof looking southwest.

Photo 7:

Another general view of shingle damage and temporary repairs on east slope as viewed from low slope east roof looking southwest.



Photo 8:

View of short section of gutter at south end, east eave looking south.



Photo 9:

Close up view of temporary repairs, east slope.





Photo 10:

View of roof eave,
east perimeter of east
slope.



Photo 11:

View of soffit and
fascia condition, east
eave, east slope.



Photo 12:

Another view of soffit
and fascia condition,
east eave, east slope.

Photo 13:

View of existing shingle dimensions, east slope. Note three tab 36" shingle.



Photo 14:

View of deck overhang, north end of east slope.



Photo 15:

Close up view of deck overhang, north end of east slope.





Photo 16:

View of interior structure beneath east slope.



Photo 17:

Close up view of interior structure beneath east slope.



Photo 18:

View of west slope looking north. Note modified bituminous membrane on low sloped, center portion of roof.

Photo 19:

View of west slope looking northeast. Note 1 missing shingle tab. Note remnants of shingles from east slope on adjacent low slope roof.



Photo 20:

View of west slope looking north. Note one missing shingle tab.



Photo 21:

View of prior shingle repairs at north end of west slope looking north.





Photo 22:

View of connection between west slope and modified bituminous membrane looking northeast.



Photo 23:

Close up view of connection between west slope and modified bituminous membrane looking northeast.



Photo 24:

View of shingle remnants from wind damaged east slope laying on west low sloped roof.

Photo 25:

View of prior shingle repair at north end of west slope. Note shingle repair apparently installed during repair of structural arch.



Photo 26:

Close up view of overhang at eave location.



Photo 27:

Another close up view of overhang at eave location.

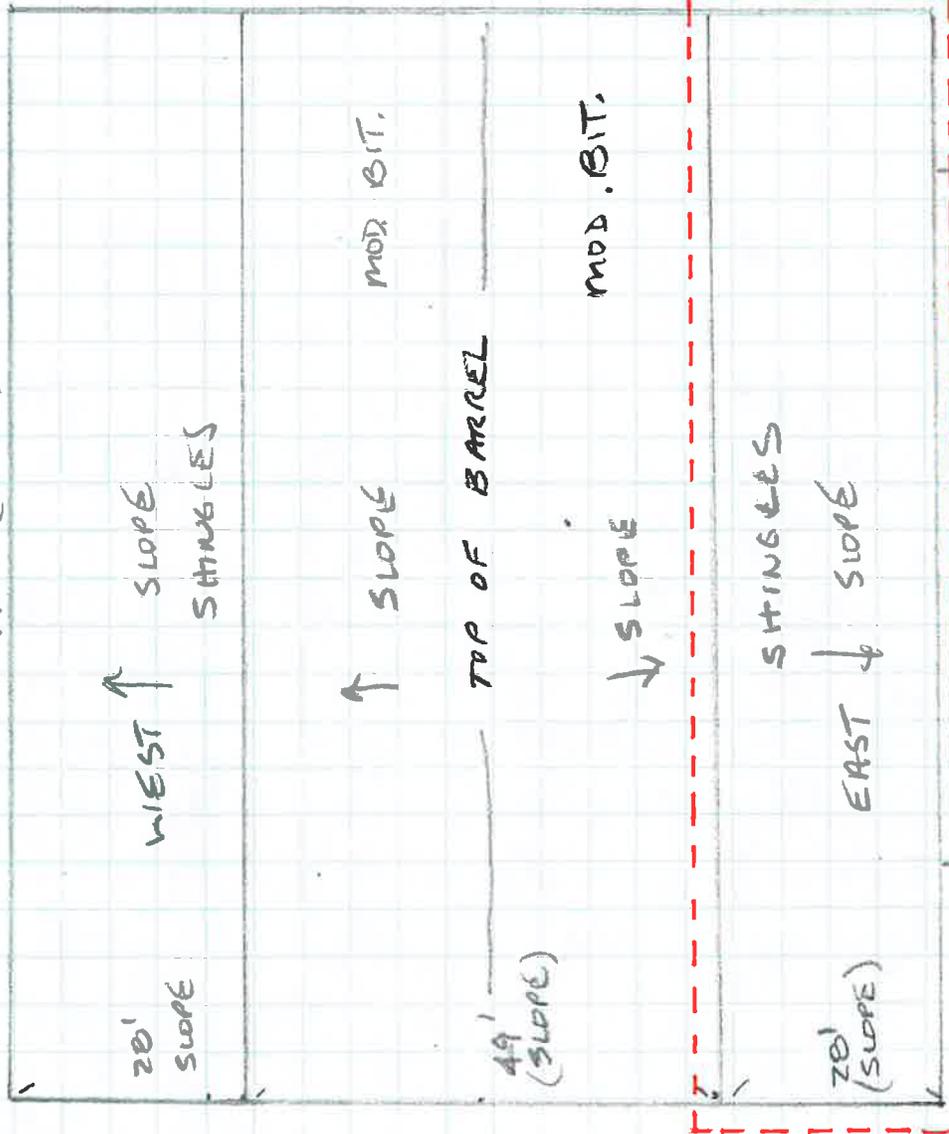




Photo 28:

View of shingle
remnants on lawn at
north end of facility.

113' (FLAT)



I →

90' (FLAT)

REMOVE & REPLACE SHINGLES (APPROX. 113' x 30')

YANITY GYM - ROOF SKETCH
666 PROSPECT ST
RIDGEFIELD, CT

NTS

JR Wooten
HB Fishman & Co.

Appendix A

Project Clarifications

Charlie Fisher

From: John Wooten <jrw@hbfishman.com>
Sent: Thursday, November 08, 2012 4:09 PM
To: cf.eng@ridgefieldct.org
Subject: FW: Detail from shingles to mod bit on Barrel roofs

FYIGAF response to my inquiry regarding tie-in on Yanity Gym roof.

John R. Wooten
H. B. Fishman & Co., Inc.
300 Pleasant Valley Road
South Windsor, CT 06074
Telephone: (860) 282-9036
Fax: (860) 282-7144

From: Broussard, William [mailto:wbroussard@gaf.com]
Sent: Thursday, November 08, 2012 3:53 PM
To: John Wooten
Subject: FW: Detail from shingles to mod bit on Barrel roofs

We do not have a detail showing that condition.

To install the system you described you would have to install a minimum 24ga. metal edge from the mod bit over the shingle roof area.

Sincerely,

From: John Wooten [mailto:jrw@hbfishman.com]
Sent: Wednesday, November 07, 2012 9:37 AM
To: Technical Questions GAF
Subject: Detail from shingles to mod bit on Barrel roofs

Does GAF have a detail for the transition from the steep sloped portion of a barrel roof to the lower sloped area at the high point of a barrel?

We are considering shingles on the steep and mod bit on the lower slopes.

Thank you.

John R. Wooten

H. B. Fishman & Co., Inc.

300 Pleasant Valley Road

South Windsor, CT 06074

Telephone: (860) 282-9036

Fax: (860) 282-7144

This email, including any attachments, is for the sole use of the intended recipient(s), and may contain information that is confidential or legally protected. If you are not the intended recipient, any disclosure, copying, distribution, or use of the contents of this information or any attachments is prohibited and may be unlawful. If you have received this electronic transmission in error, please reply immediately to the sender by return e-mail that you have received the message in error and delete it along with any attachments. GAF makes no warranty that this e-mail is error or virus free.