



# Town of Fairfield

Sullivan Independence Hall  
725 Old Post Road

Fairfield, Connecticut 06824  
Purchasing Department

(203) 256-3060  
FAX (203) 256-3080

## BID #2016-11 ACOUSTICAL CEILING PANELS & BAFFLES FAIRFIELD WARDE HIGH SCHOOL

TOWN OF FAIRFIELD  
PURCHASING AUTHORITY  
725 OLD POST ROAD  
INDEPENDENCE HALL  
FAIRFIELD, CT 06824.

Date Submitted \_\_\_\_\_ 2015.

SEALED BIDS are subject to the standard instructions set forth on the attached sheets. Any modifications must be specifically accepted by the Town of Fairfield, Purchasing Authority.

Bidder:

\_\_\_\_\_   
Doing Business As (Trade Name)

\_\_\_\_\_   
Address

\_\_\_\_\_   
Town, State, Zip

\_\_\_\_\_   
(Mr/Ms) Name and Title, Printed

\_\_\_\_\_   
Signature

\_\_\_\_\_   
Telephone Fax

\_\_\_\_\_   
E-mail

  
\_\_\_\_\_  
First Selectman  
  
\_\_\_\_\_  
Director of Purchasing  
*23 July, 2015*  
\_\_\_\_\_  
Date

Sealed bids will be received by the Purchasing Authority at the office of the Director of Purchasing, First Floor, Independence Hall, 725 Old Post Road, Fairfield, Connecticut 06824, up to:

**11:00AM, Tuesday, 11<sup>th</sup> August, 2015**

To provide labor, materials, equipment, and all else necessary, to furnish and install acoustical ceiling panels and baffles at Fairfield Warde High School, as specified in the attached contract documents.

### NOTES:

1. Bidders are to complete all requested data in the upper right corner of this page and must return this page and the Proposal page with their bid.
2. No bid shall be accepted from, or contracts awarded to, any person/company who is in arrears to the Town of Fairfield upon debt, or contract or who has been within the prior five (5) years, a defaulter as surety or otherwise upon obligations to the Town of Fairfield.
3. Bid proposals are to be submitted in a sealed envelope and clearly marked "BID #2016-11" on the outside of the envelope, including all outer packaging, such as, DHL, FedEx, UPS, etc.
4. Bid proposals are not to be submitted with plastic binders or covers, nor may the bid proposal contain any plastic inserts or pages.

## INVITATION TO BID

The Town of Fairfield (Town) on behalf of its Board of Education (BOE) is seeking competitive bids from qualified contractors to provide labor, materials, tools, equipment, and all else necessary, to furnish and install acoustical ceiling panels and baffles, including all associated work as detailed in the attached documents prepared by Philip H. Cerrone III, Architect, 421 Meadow Street, Fairfield, CT 06824.

### PRE-BID MEETING

A site meeting will commence at the Main Office, Fairfield Warde High School, 755 Melville Avenue, Fairfield, CT 06825 at **9:00am on Thursday, 30<sup>th</sup> July, 2015**, for prospective bidders to scope the conditions.

- While the meeting is non-mandatory, prospective bidders will be required to sign-in at commencement of the meeting. The sign-in sheet will be posted on the Purchasing Dept website as below. Copies will not be made available at the meeting, nor will they be faxed out.
- All requests for information will be answered in writing as specified below under Addenda.

### REQUESTS FOR INFORMATION (RFI) / ADDENDA

Direct requests to: Town of Fairfield, Purchasing Department  
Attention: Phillip Ryan, Buyer  
725 Old Post Road, Fairfield, CT 06824  
E-mail: [PRyan@fairfieldct.org](mailto:PRyan@fairfieldct.org)

NOTE: Written requests for information will not be accepted after **12:00pm on Monday, 3<sup>rd</sup> August**.

Response will be in the form of an addendum that will be posted approximately **Wednesday, 5<sup>th</sup> August** (close of business) to the Town of Fairfield Purchasing Department website: <http://www.fairfieldct.org/purchasing>

It is the responsibility of each bidder to retrieve addenda from the website. Any contact about this bid between a Bidder and any other Town official and/or department manager and/or Town of Fairfield employee, other than as set forth above, may be grounds for disqualification of that Bidder. No questions or clarifications shall be answered by phone, in person or in any other manner than specified above. Addenda will not be mailed, e-mailed or faxed out.

### REQUIREMENTS

- A. Prospective bidders are to visit the site to verify scope of the work, measurements, quantities, etc., prior to bidding. The Town reserves the right at all times to increase or decrease the amount of work, if deemed in its best interest.
- B. Price is to include all labor, materials, permits, disposal, etc., required to properly complete the project, including but not limited to, the following:
  1. Approval where required by local officials, i.e. Building Department, Fire Marshall, etc.
  2. Supply and installation of new acoustical ceiling panels in the lobby/corridor and acoustical baffles in the reading room. Baffles in reading room shall be priced separately per Add Alternate #1 in proposal.
  3. Patch and repair walls, floor and ceiling as required.
  4. Preparation and modifications to existing conditions as required, to install new panels correctly and not interfere with existing lights, fire sprinklers, etc.
  5. Clean up and proper disposal of all debris and surplus items, materials, etc.
- C. The Bidder must not discriminate, nor permit discrimination, against any person on the grounds of race, color, national origin, religion, sex, handicap, or veteran status, in their employment practices, in any of their contractual arrangements, in all service and accommodations they offer to the public, and in any of their other business operations.
- D. The successful bidder MUST secure all required permits prior to commencing work on the site. Upon application for a building permit (where required) the Town of Fairfield will waive the cost of the permit, exclusive of the State of Connecticut Education Fee.
- E. Award of the project, either partial or in its entirety, is contingent upon funding approval by the applicable boards of the Town of Fairfield.

## **INSTRUCTION TO BIDDERS**

### **PRICES**

Prices quoted must be firm, for acceptance by the Town of Fairfield, for a period of ninety (90) days. Price shall include all applicable duties. Bidders shall be required to deliver awarded items at prices quoted in their original bid. The price(s) and amount of the bid will have been arrived at independently and without consultation, communication or agreement with any other contractor or bidder.

### **GUARANTEE**

Equipment, materials and, or work executed shall be guaranteed for a minimum period of one (1) year against defective material and workmanship. The cost of all labor, materials, shipping charges and other expenses in conjunction with the replacement of defective equipment, and, or unsatisfactory work, shall be borne by the Contractor.

The Contractor shall upon written notice remedy any and all defects in materials or workmanship resulting from work done under this contract and repair any damage to any structures or property caused by the Contractor incidental to this work, all such repairs to be done in accordance with instructions furnished by the Manager of Facilities and paid for by the Contractor.

### **OBLIGATION OF CONTRACTOR**

The Contractor shall do all the work and furnish all the materials, tools, and appliances necessary or proper for performing and completing work required by this contract in a manner specified. All the work, labor, and materials to be done and furnished under this contract shall be done and furnished strictly pursuant to and in conformity with the specifications hereto attached and other directions of the Owner, as given from time to time during the progress of the work under the terms of the contract. The Contractor shall complete all work to be done under this contract to the satisfaction of the Owner and in accordance with the specifications and drawings (where provided) herein mentioned at the prices herein agreed upon.

### **METHOD OF DOING WORK**

The work must be started and done by the Contractor in such a manner as not to encounter delays to the traveling public owing to delays in doing the work. It must be pushed to completion with all possible speed and no inconvenience to traffic will be permitted where such inconvenience may be avoided. The Contractor shall conduct the work in such a manner so as not to interfere with or willfully annoy employees and officials of the Board of Education, employees of public utilities, residents adjacent to the work and general public.

The Contractor shall employ only competent employees to do work and whenever the Owner shall notify the Contractor, in writing, that any employee on the work is, in the Owners opinion, incompetent, unfaithful, disorderly and otherwise unsatisfactory, such employee shall be discharged from the work and shall not again be employed on it, except with the consent of the Owner. At the site of the work, the Contractor shall employ at all times while work is in progress, a construction superintendent or foreman who shall have full authority to act for the Contractor and who shall be acceptable by the Owner.

In connection with the execution of the bid, subsequent purchase orders and/or contracts, the Contractor shall not discriminate against any employee or applicant for employment because of age, race, religion, color, sex, or natural origin.

Executive order #11246 inclusive of all its amendments thereto relative to equal employment opportunities and implementation rule and regulations of the Department of Labor and equal employment opportunities are incorporated herein by specific reference.

The Town of Fairfield reserves the right to require the successful bidder(s) to enter into such security arrangements and/or written contracts as deemed necessary by the Town of Fairfield and/or Board of Education to protect the Owner's property and goods and interests.

### **EXECUTION OF AGREEMENT**

The form of Agreement that the successful bidder will be required to execute will be decided by the Owner. The bidder to whom the Contract is awarded, must sign and deliver required copies to the Owner within seven (7) business after notice of award and receipt of Agreement forms from the Owner.

At or prior to delivery of the signed Agreement, the bidder to whom the contract is awarded shall deliver to the Owner those Certificates of Insurance required by the Contract Documents and such Labor and Materials Payment Bonds and Performance Bonds as required by the Owner.

Bonds and Certificates of Insurance shall be approved by the Owner before the successful bidder may proceed with the work. Failure or refusal to provide Bonds or Certificates of Insurance in a form satisfactory to the Owner shall subject the successful bidder to loss of time from the allowable construction period equal to the time of delay in furnishing the required material.

### LIABILITY OF CONTRACTOR

The Contractor shall at all times safely guard the Owner's property from injury or loss in connection with this contract. The Contractor shall at all times safely guard and protect the work and that of adjacent property (as provided by law and the contract documents) from damage. The Contractor shall take all responsibility for the work and take precautions for preventing injuries to persons and property in or about the work. The Contractor shall assume the defense of and indemnify and save harmless the Owner and its officers, agents, and employees from all claims relating to labor and materials furnished for the work, to inventions, patents and patent rights used in doing the work, or in consequence of any improper materials, implements or labor used therein and to any act, omission or neglect of the Contractor and his/her employees therein.

The Contractor shall conduct the work in such a manner as to interfere as little as possible with travel on the highways and observe all ordinances and statutes relating to obstructing the highway. The Contractor shall provide railing or suitable barricades as good safe practice requires as outlined in the latest revised edition of the Manual of Accident Prevention in Construction published by the Associated General Contractors of America and as required by the Owner to prevent accidents or injury to persons, vehicles or animals.

Signs warning the public of construction in the near vicinity shall be maintained at a reasonable distance from either end of the location of active construction or hazardous condition arising therefrom. All barricades, machinery and other hazards or obstructions to the public use of the highway shall be brightly and properly lighted at night.

### ASSIGNMENTS

The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the contract or any portion thereof or of the work provided for therein, or of his/her right, title, interest therein, to any person, firm, partnership or corporation without the written consent of the Owner. If any part of the work is sublet, sold, transferred, assigned or otherwise disposed of, the Contractor will not be relieved of any responsibility in connection therewith. The Contractor may not subcontract a total of work in excess of 50% of the original total contract value.

### EXTRA WORK

The Owner shall notify the Contractor, in writing, of the necessity of such extra work, stipulating its character and extent. Upon receipt of such notification, the Contractor shall advise the Owner, in writing, of the compensation, whether unit price or lump sum as requested, for which he/she proposes to perform the extra work required. The Owner may accept the compensation proposed by the Contractor, or if the Owner considers the prices submitted to be excessive, the Owner may order the work done on a "Cost Plus" basis. In either case, the character and extent of the extra work together with the accepted basis of compensation shall be communicated to the Contractor by means of a change order which, when signed by the Contractor and the Owner, shall become part of the contract.

Unforeseen work made necessary by changes in plan or work necessary to complete the improvements for which no price is provided in the contract, shall be done in accordance with the requirements of the specifications and as directed by the Owner.

### RIGHT OF OWNER TO TERMINATE CONTRACT

If the work to be done under this Contract shall be abandoned, or if at any time the Owner is of the opinion that the Contractor is willfully violating any of the conditions of this contract or is not executing said contract in good faith or that the work is unnecessarily delayed and will not be finished within the prescribed time, the Owner may notify the Contractor and Surety, in writing to that effect. If the Contractor does not, within five (5) business days thereafter, take such measures as will, in the judgment of the Owner, insure the satisfactory completion of the work aforesaid, the Owner shall have the power to notify the Contractor to discontinue all work or any portion thereof, under this contract. A copy of this contract shall go to the surety.

Thereupon the Contractor shall cease to continue said work, on such part thereof as the Owner shall designate. The Owner shall thereupon have the power to place such and so many persons as deemed proper, by contract or otherwise, to work at and complete the work herein described and to use such materials, tools, and appliances found upon the work or to procure other materials, tools, and appliances for the completion of the same and charge the expenses of said labor, materials, tools, and appliances to the Contractor; and the expense so charged shall be deducted and paid by the Owner out of such money as may be then due, or may at any time thereafter grow due to the Contractor under and by virtue of this agreement, or any part thereof; and in case the expense so charged is less than the sum which would have been payable under this contract if the same had been completed by the Contractor, the Contractor shall be entitled to receive the difference; and in case greater, the Contractor shall pay amount of such excess so due.

## DEFINITIONS

Whenever the words defined occur in this Contract and in the specifications hereto attached, they shall have the meanings here given:

1. Owner: The Owner shall mean the Town of Fairfield (Town) or any duly authorized official thereof acting in an official capacity.
2. Contractor: Whenever the word "Contractor" is used in these specifications, it shall be understood to mean the person or persons, co-partnership or corporation, who has entered into this contract as the party of the second part, or his/her or their legal representative.
3. Sub-Contractor: Any individual, firm, partnership, or corporation to whom the Contractor sublets or assigns any part or parts of the project covered by the contract with the approval of the Owner.

## DRAWING CONFLICT

In the event of conflict between the drawings (where provided) and specifications, the more stringent shall apply and be included in the contract.

## TERMS AND CONDITIONS OF BID

In order to receive consideration, make bids in strict accordance with the following:

1. Make bids upon the forms provided, properly signed and with all items filled out. Do not change the wording of the bid form, and do not add words to the bid form. Unauthorized conditions, limitations, or provisions attached to the bid may be cause for rejection of the bid. If alterations by erasure or interlineations are made for any reason, explain over such erasure or interlineations with a signed statement from the bidder.
2. Bid proposals are to be submitted in a sealed envelope and clearly marked with the bid number "2016-11" on the outside of the envelope. All prices and notations must be printed in ink or typewritten. No erasures permitted. Bid proposals are to be in the office of the Purchasing Agent, First Floor, Independence Hall, 725 Old Post Road, Fairfield, Connecticut, prior to date and time specified, at which time they will be publicly opened. It is the sole responsibility of the bidder to see that the bid is received on time.
3. No telegraphic bid or telegraphic modification of a bid will be considered. No bids received after the time fixed for receiving them will be considered. Late bids will be returned to the bidder unopened.

## PROTESTS

No protest regarding the validity or appropriateness of the specifications or of the invitation for bids will be considered, unless the protest is filed in writing with the Director of Purchasing, prior to the closing date for the bids.

## EXCEPTION TO SPECIFICATIONS

All bid proposals rendered shall be considered meeting the attached specifications unless exceptions are noted on a separate page dated and signed by the bidder.

## EXAMINATION OF DOCUMENTS AND SITE OF WORK

Before submitting a bid, each bidder shall examine the drawings (where provided) carefully, shall read the specifications and all other proposed contract documents, and shall visit the site of the Work. Each bidder shall be fully informed prior to bidding as to existing conditions and limitations under which the Work is to be performed, and shall include in the bid a sum to cover the cost of items necessary to perform the Work set forth in the proposed contract documents. No allowance will be made to a bidder because of lack of such examination or knowledge. The submission of a bid will be considered conclusive evidence that the bidder has made such examination.

Bidders must examine for themselves the plans, profiles, detail drawings, specifications, etc., and the location of the proposed work, and must exercise their judgment as to the nature and difficulty of the whole proposed undertaking. The Contractor must assume all risk or variance in any computation or statement by the contract, by whomsoever made and must agree to furnish all tools, machinery, material and labor to clean up, all debris and to complete fully the said work in accordance with the plans and contained either in the specifications or in any of the drawings but omitted from the other will be considered an essential part of the work. The Contractor whose bid is accepted will be responsible for every loss or error arising from ignorance concerning the requirements of the work of the difficulties to be encountered.

Bidders, if requested, must be able to present satisfactory evidence that they have been regularly engaged in the business of constructing such work as they propose to execute and that they are fully prepared with the necessary capital, materials, and machinery to conduct the work to be contracted for the satisfaction of the Owner and to begin work promptly when ordered.

The Owner, or its designated representative, reserves the right to reject any proposal in whole or in part offering equipment and/or materials and/or construction proposals, which in his/her opinion does not meet the quality standards desired. Such decision will be considered final and not subject to further recourse.

**INTERPRETATION OF CONTRACT DOCUMENTS PRIOR TO BIDDING**

Any person contemplating submitting a bid for the construction of the work is in doubt as to the true meaning of any part of the proposed contract documents, or finds discrepancies in or omissions from any part of the proposed contract documents, he/she may submit to the person responsible a written request for interpretation thereof no later than the time and date as indicated. The person submitting the request shall be responsible for its prompt delivery.

Interpretation of correction of proposed Contract Documents will be made only by Addendum posted to the Town of Fairfield, Purchasing Department website at [www.fairfieldct.org/purchasing](http://www.fairfieldct.org/purchasing)

The Owner will not be responsible for any other explanations or interpretations of the proposed Contract Documents.

**PRE-CONSTRUCTION MEETING**

Prior to the commencement of any work, the contractor shall attend the pre-construction meeting at a date and time set that is convenient to all parties.

**CHANGE ORDERS**

The maximum amount of overhead and profit that will be permitted on any change order is a total amount of 10%.

**BID PROPOSAL FORM**

PROPOSAL TO: Town of Fairfield, Purchasing Department  
First Floor, Sullivan Independence Hall  
725 Old Post Road, Fairfield, Connecticut 06824

I, \_\_\_\_\_ have received the following contract documents,

1. Bid Document #2016-11,
2. Documents prepared by Philip H. Cerrone III, Architect,
3. Addenda \_\_\_ through \_\_\_ posted at [www.fairfieldct.org/purchasing](http://www.fairfieldct.org/purchasing) and have included their provisions in my proposal. I shall supply all labor, materials, tools, equipment, permits, taxes and insurances, etc., and in accordance with the entire contract documents, to furnish and install acoustical panels and baffles, including all work as specified to complete the project, located at Fairfield Warde High School, for the lump sum amount of:

**BASE BID – LOBBY / CORRIDOR ACOUSTICAL PANELS:**

(\$ \_\_\_\_\_) /lump sum \_\_\_\_\_ Dollars  
(Written Amount)

**ADD ALTERNATE #1 – READING ROOM ACOUSTICAL BAFFLES:**

(\$ \_\_\_\_\_) /lump sum \_\_\_\_\_ Dollars  
(Written Amount)

Lump sum amount shall include the cost of all labor, materials, equipment, tools, mobilization, delivery, permits (where not waived by the Town), licenses, overhead and profit, taxes (except from which Owner is exempt) and insurances.

**A complete itemized schedule of values shall be required to be provided by the Contractor, prior to award of contract.**

**Hourly Rates:** Supervisor \$\_\_\_\_\_/hr Foreman \$\_\_\_\_\_/hr Journeyman \$\_\_\_\_\_/hr Apprentice \$\_\_\_\_\_/hr

**Mark-up over Cost for Materials** shall be \_\_\_\_\_% for any additional work where requested.

**Work shall be completed** \_\_\_\_\_ days after receipt of written notice to proceed / purchase order.

**A complete itemized schedule of values shall be required to be provided by the Contractor, prior to award of contract.**

**CHECKLIST**

The following must be submitted with proposal:

- Cover page, completed and signed.
- Addenda acknowledged per Item 2 on Bid Proposal Form.
- List of references where projects performed of comparable size and scope within the past three years.
- Schedule of values.
- List of all sub-contractors identifying each trade, hourly rates, and Tax ID number.
- Exceptions itemized and attached to Bid Form.

The Bidder hereby certifies that any and all defects, errors, inconsistencies or omissions of which he/she is aware, either directly or by notification from any sub-bidder or material supplier found in the Contract Documents are listed herewith in this Bid Form.

\_\_\_\_\_  
Name of Authorized Representative (Printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PURCHASING AUTHORITY  
TOWN OF FAIRFIELD  
INSTRUCTIONS FOR BIDDERS  
TERMS AND CONDITIONS OF BID**

**BID PROPOSALS**

Bid proposals are to be submitted in a sealed envelope and clearly marked on the outside “**BID #2016-11**” including all outer packaging such as DHL, FedEx, UPS, etc. All prices and notations must be printed in ink or typewritten. No erasures are permitted. Bid proposals are to be in the office of the Purchasing Authority, First Floor, Independence Hall, 725 Old Post Road, Fairfield, Connecticut, prior to date and time specified, at which time they will be publicly opened.

**RIGHT TO ACCEPT / REJECT**

**AFTER REVIEW OF ALL FACTORS, TERMS AND CONDITIONS, INCLUDING PRICE, THE PURCHASING AUTHORITY OF THE TOWN OF FAIRFIELD RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, OR ANY PART THEREOF, OR WAIVE DEFECTS IN SAME, OR ACCEPT ANY PROPOSAL DEEMED TO BE IN THE BEST INTEREST OF THE TOWN OF FAIRFIELD.**

**QUESTIONS**

Questions concerning conditions, bidding guidelines and specifications should be directed in writing to:

**Phillip Ryan, Buyer: [PRyan@fairfieldct.org](mailto:PRyan@fairfieldct.org)**

Inquiries must reference date of bid opening, requisition or contract number, and must be received no later than as indicated in the bid document prior to date of bid opening. Failure to comply with these conditions will result in the bidder waiving the right to dispute the bid specifications and conditions.

**PRICES**

Prices quoted must be firm, for acceptance by the Town of Fairfield, for a period of ninety (90) days. Prices shall include all applicable duties. Bidders shall be required to deliver awarded items at prices quoted in their original bid.

**F.O.B. DESTINATION**

Prices quoted shall be Net – Delivered to destination. Bids quoting other than F.O.B. Destination may be rejected.

**BID BOND**

The BID BOND furnished, as bid security, must be duly executed by the bidder as principal. It must be in the amount equal to five percent (5%) of the total estimated bid, as guarantee that, in case the contract is awarded to the bidder, the bidder will, within ten days thereafter, execute such contract and furnish a Performance Bond and Payment Bond.

Small businesses may elect to obtain an irrevocable letter of credit or cashier’s check in lieu of the Bid Bond. Such surety must also be in an amount equal to at least five percent (5%) of the total estimated bid. Failure to provide a Bid Bond or equivalent security is not cause for a waiver defect. Any bid not accompanied by such security will be excluded from consideration.

**PERMITS**

The contractor will be responsible for securing all necessary permits, state and local, as required by the Town of Fairfield. The Town will waive its application and permit fees for Town of Fairfield projects.

**PAYMENT PROCEDURES**

No voucher, claim or charge against the Town shall be paid without the approval of the Fiscal Officer for correctness and legality. Appropriate checks shall be drawn by the Fiscal Officer for approved claims or charges and they shall be valid without countersignature unless the Board of Selectmen otherwise prescribed.

**PAYMENT PERIOD**

The Town of Fairfield shall put forth its best effort to make payment within thirty days (30) after delivery of the item acceptance of the work, or receipt of a properly completed invoice, whichever is later. Payment period shall be net thirty days (30) unless otherwise specified. For projects that do not require a performance or bid bond, The Town of Fairfield reserves the right to retain five percent (5%) of total bid amount, which is payable ninety (90) days after final payment or acceptance of the work.

**PURCHASING AUTHORITY  
TOWN OF FAIRFIELD  
INSTRUCTIONS FOR BIDDERS  
TERMS AND CONDITIONS OF BID**

**THE CONTRACTOR**

The Contractor for the work described shall be thoroughly familiar with the requirements of all specifications, and the actual physical conditions of various job sites. The submission of a proposal shall be construed as evidence that the Contractor has examined the actual job conditions, requirements, and specifications. Any claim for labor, equipment, or materials required, or difficulties encountered which could have been foreseen had such an examination been carefully made will not be recognized.

**ASSIGNMENT OF CONTRACT**

No contract may be assigned or transferred without the consent of the Purchasing Authority.

**AWARD OF BIDS**

Contracts and purchases will be made or entered into with the lowest responsible bidder meeting specifications, except as otherwise specified in the invitation. If more than one item is specified in the invitation, the Town of Fairfield reserves the right to determine the low bidder on an individual basis or on the basis of all items included in the Invitation for Bids, unless otherwise expressed by the Town.

**PERFORMANCE AND LABOR AND MATERIAL BOND**

For projects exceeding \$100,000.00 – The successful bidder, within seven (7) business days after notification of award, will be required to furnish Performance and Labor and Material Bond provided by a company authorized to issue such bonds in the State of Connecticut, or Certified Check or properly executed Irrevocable Letter of Credit equal to a hundred per cent (100%) of the award.

In the event that the Contractor where required to provide evidence of insurance and a performance bond does not do so before beginning work, the Town of Fairfield reserves the right to withhold payment from such supplier until the evidence of insurance and performance bond has been received by the Town.

**BOND REQUIREMENT – NON-RESIDENT CONTRACTORS**

1. Non-resident contractors are required to deposit with the Department of Revenue Services a sum equivalent to 5% of the total contract value, as assurance that personal property taxes and/or any other State taxes assessed and due the State during the contract will be paid.
2. If this surety is not deposited with the State, the Town is required to deduct and submit to the State 5% of the total contract value.

**GUARANTEE**

Equipment, materials and/or work executed shall be guaranteed for a minimum period of one (1) year against defective material and workmanship. The cost of all labor, materials, shipping charges and other expenses in conjunction with the replacement of defective equipment, and/or unsatisfactory work, shall be borne by the Contractor.

**CATALOGUE REFERENCE**

Unless expressly stated otherwise, any and all reference to commercial types, sales, trade names and catalogues are intended to be descriptive only and not restrictive; the intent is to indicate the kind and quality of the articles that will be acceptable. Bids on other equivalent makes, or with reference to other catalogue items will be considered. The bidder is to clearly state exactly what will be furnished. Where possible and feasible, submit an illustration, descriptive material, and/or product sample.

**OSHA**

The bidder will certify all equipment complies with all regulations and conditions stipulated under the Williams-Steiger Occupational Safety and Health Act of 1971, as amended. The successful bidder will further certify that all items furnished under this project will conform and comply with Federal and State of Connecticut OSHA standards. The successful bidder will agree to indemnify and hold harmless the Town of Fairfield for any and all damages that may be assessed against the Town.

**PURCHASING AUTHORITY  
TOWN OF FAIRFIELD  
INSTRUCTIONS FOR BIDDERS  
TERMS AND CONDITIONS OF BID**

**LIFE CYCLE COSTING**

Where applicable, Life Cycle Costing will be used as a criterion for awarding bids. This is a method of calculating total cost of ownership of an item over the life of the product, which may include operation and maintenance expenses, transportation, salvage value, and/or disposal costs.

**INSURANCE**

A. **Insurance**: The Contractor shall not commence any work under this Contract until all insurance required by this and the preceding Article has been obtained and Certificates evidencing its issuance have been submitted to and approved by the Owner.

Such policies shall stipulate that no coverage can be changed or canceled, unless the Owner has had thirty (30) days prior notice in writing. Certificates of renewals or changes in policies shall be delivered to the Owner at least thirty (30) days prior to the expiration of the policy.

The following insurance is required to be maintained in full force until all work required by the contract has been fully completed, except that Products/Completed Operations coverage shall be maintained for 5 years.

B. **Workmen's Compensation Insurance**: The Contractor shall carry Workmen's Compensation and Employer's Liability Insurance in the form and in such amounts as may be currently required to comply with the Labor Laws of the State of Connecticut.

C. **Automobile Insurance**: The Contractor shall carry and maintain during the life of the Contract:

Comprehensive Automobile Bodily Injury Liability Insurance with:

- \$ 500,000 each person and
- \$1,000,000 each accident; together with

Property Damage Liability with limits of:

- \$ 500,000 each accident and
- \$1,000,000 aggregate.

Or Contractor may carry a policy with a combined single limit of \$1,000,000.

This policy shall include all liability of the Contractor arising from the operation of all self-owned motor vehicles used in the performance of the Contract; and shall also include a "non-Ownership" provision covering the operation of motor vehicles not owned by the Contractor, but used in the performance of the work.

D. **Comprehensive General Liability**:

- Bodily Injury: and Property Damage \$1,000,000
- Products/Completed Operations \$1,000,000
- Umbrella policy \$5,000,000

This policy shall include SubContractor's Liability coverage, protecting the Contractor and the Town against liability arising out of the activities of Subcontractors engaged by him in the performance of the work.

The following entities shall be named as additional insured on the General Contractor's and Subcontractors' Comprehensive General Liability, Umbrella:

- Town of Fairfield, its officers, employees and agents, and the Board of Education, its officers, employees and agents.

E. **Subcontractor's Insurance**: Each Subcontractor engaged by the Contractor to perform any of the work under the Contract shall comply with the foregoing insurance requirements stipulated under paragraphs a) and b) and c) and d) with respect to his own operations; and Certificates of such insurance coverage shall be filed with the Owner before commencing any work, as hereinbefore stipulated.

F: **Hold Harmless**: Contractor shall defend, indemnify, and hold harmless the Town of Fairfield, its officers, employees, agents or volunteers, from and against any and all claims and demands of any nature for any loss, damage or injury which any person may suffer by reason of, or in any way arising out of, this Agreement, unless caused by the sole negligence of the Town.

**PURCHASING AUTHORITY  
TOWN OF FAIRFIELD  
INSTRUCTIONS FOR BIDDERS  
TERMS AND CONDITIONS OF BID**

**FEDERAL, STATE, AND LOCAL LAWS**

All applicable Federal, State and local laws, rules and regulations of all authorities having jurisdiction over the locality of the project shall apply to the contract and are deemed to be included herein. If the total amount of the project, including any current or future change orders, exceeds \$100,000.00 all work is to be done in accordance with the Davis-Bacon Act as amended; that is conditions of Prevailing Wage shall apply. All current Davis Bacon wage information may be accessed online at no cost at [www.ctdol.state.ct.us](http://www.ctdol.state.ct.us) (The Town will apply the most current wage decision applicable at the time of contract award.)

**CONFLICT OF INTEREST**

No officer or employee or member of any elective or appointive board, commission or committee of the Town, whether temporary or permanent, shall have or acquire any financial interest gained from a successful bid, direct or indirect, aggregating more than one hundred dollars (\$100.00), in any project, matter, contract or business within his/her jurisdiction or the jurisdiction of the board, commission, or committee of which he/she is a member. Nor shall the officer / employee / member have any financial interest, direct or indirect, aggregating more than one hundred dollars (\$100.00) in any contract or proposed contract for materials or services to be furnished or used in connection with any project, matter or thing which comes under his/her jurisdiction or the jurisdiction of the board, commission, committee of which he/she is a member.

**SCOPE OF WORK/SITE INSPECTIONS**

The bidder declares that the scope of the work has been thoroughly reviewed and any questions resolved (see above for name and number of individual to contact for questions). If applicable, the bidder further declares that the site has been inspected as called for in the specifications (q.v.).

**EXCEPTION TO SPECIFICATIONS**

No protest regarding the validity or appropriateness of the specifications or of the Invitation for Bids will be considered, unless the protest is filed in writing with the Purchasing Authority prior to the closing date for the bids. All bid proposals rendered shall be considered meeting the attached specifications unless exceptions are noted on a separate page dated and signed by the bidder.

**UNLESS OTHERWISE NOTED**

It will be assumed that all terms and conditions and specifications will be complied with and will be considered as part of the Bid Proposal.

**TAX EXEMPT**

Federal Tax Exemption 06-75-0063-K

Exempt from State Sales Tax under State General Statutes Chapter 219-Section 12-412 Subsection A.

No exemption certificates are required and none will be issued.

**REFERENCES**

Provide reference details of most recent similar scope projects performed:

**REFERENCE #1:**

Name of Company \_\_\_\_\_ Phone \_\_\_\_\_  
Contact Person \_\_\_\_\_ Cell \_\_\_\_\_  
Company Address \_\_\_\_\_ Fax \_\_\_\_\_  
Date work completed \_\_\_\_\_ Email \_\_\_\_\_

**REFERENCE #2:**

Name of Company \_\_\_\_\_ Phone \_\_\_\_\_  
Contact Person \_\_\_\_\_ Cell \_\_\_\_\_  
Company Address \_\_\_\_\_ Fax \_\_\_\_\_  
Date work completed \_\_\_\_\_ Email \_\_\_\_\_

**REFERENCE #3:**

Name of Company \_\_\_\_\_ Phone \_\_\_\_\_  
Contact Person \_\_\_\_\_ Cell \_\_\_\_\_  
Company Address \_\_\_\_\_ Fax \_\_\_\_\_  
Date work completed \_\_\_\_\_ Email \_\_\_\_\_

**REFERENCE #4:**

Name of Company \_\_\_\_\_ Phone \_\_\_\_\_  
Contact Person \_\_\_\_\_ Cell \_\_\_\_\_  
Company Address \_\_\_\_\_ Fax \_\_\_\_\_  
Date work completed \_\_\_\_\_ Email \_\_\_\_\_

**REFERENCE #5:**

Name of Company \_\_\_\_\_ Phone \_\_\_\_\_  
Contact Person \_\_\_\_\_ Cell \_\_\_\_\_  
Company Address \_\_\_\_\_ Fax \_\_\_\_\_  
Date work completed \_\_\_\_\_ Email \_\_\_\_\_

**SUBCONTRACTORS**

Provide subcontractor details if any are to be employed as part of this contract, including labor rates:

**SUBCONTRACTOR #1:**

Name of Company \_\_\_\_\_ Fed ID # \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Company Address \_\_\_\_\_ Phone \_\_\_\_\_

Trade \_\_\_\_\_ Email \_\_\_\_\_

Rates: Supervisor \$ \_\_\_\_\_/hr Foreman \$ \_\_\_\_\_/hr Journeyman \$ \_\_\_\_\_/hr Apprentice \$ \_\_\_\_\_/hr

**SUBCONTRACTOR #2:**

Name of Company \_\_\_\_\_ Fed ID # \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Company Address \_\_\_\_\_ Phone \_\_\_\_\_

Trade \_\_\_\_\_ Email \_\_\_\_\_

Rates: Supervisor \$ \_\_\_\_\_/hr Foreman \$ \_\_\_\_\_/hr Journeyman \$ \_\_\_\_\_/hr Apprentice \$ \_\_\_\_\_/hr

**SUBCONTRACTOR #3:**

Name of Company \_\_\_\_\_ Fed ID # \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Company Address \_\_\_\_\_ Phone \_\_\_\_\_

Trade \_\_\_\_\_ Email \_\_\_\_\_

Rates: Supervisor \$ \_\_\_\_\_/hr Foreman \$ \_\_\_\_\_/hr Journeyman \$ \_\_\_\_\_/hr Apprentice \$ \_\_\_\_\_/hr

**SUBCONTRACTOR #4:**

Name of Company \_\_\_\_\_ Fed ID # \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Company Address \_\_\_\_\_ Phone \_\_\_\_\_

Trade \_\_\_\_\_ Email \_\_\_\_\_

Rates: Supervisor \$ \_\_\_\_\_/hr Foreman \$ \_\_\_\_\_/hr Journeyman \$ \_\_\_\_\_/hr Apprentice \$ \_\_\_\_\_/hr

**NOTE: All sub-contractors are subject to approval by the Town of Fairfield and are required to provide Fed ID #.**

## INDEX

### DIVISION 1 - GENERAL REQUIREMENTS

- 01085 Applicable Standards
- 01300 Submittals and Substitutions
- 01400 Quality Control
- 01500 Temporary Facilities
- 01710 Cleaning
- 01800 Project Closeout

### DIVISION 9 – Finishes

- 09480 Sound Absorptive Baffles
- 09510 Acoustical Ceiling Panels

**END OF SECTION**

FAIRFIELD WARDE HIGH SCHOOL  
ACOUSTICAL PANELS  
Town of Fairfield Bid #2016-11  
SECTION 01085  
APPLICABLE STANDARDS

PART ONE - GENERAL

1.1 DESCRIPTION

Work Included:

Throughout the Contract Documents, reference is made to codes and standards which establish qualities and types of workmanship and materials, and which establish methods for testing and reporting on the pertinent characteristics.

Where materials or workmanship are required by these Contract Documents to meet or exceed the specifically named codes or standards, it is the Contractor's responsibility to provide materials and workmanship which meet or exceed the specifically named code or standard.

It is also the Contractor's responsibility, when so required by the Contract Documents or by written request from the Architect, to deliver to the Architect all required proof that the materials or workmanship, or both, meet or exceed the requirements of the specifically named code or standard. Such proof shall be in the form required to be copies of a certified report of tests conducted by a testing agency approved for that purpose by the Architect.

1.2 QUALITY ASSURANCE

Familiarity with pertinent codes and standards: In procuring all items used in this work, it is the Contractor's responsibility to verify the detailed requirements of the specifically named codes and standards and to verify that the items procured for use in this work meet or exceed the specified requirements.

Rejection of non-complying items: The Architect reserves the right to reject items incorporated into the work which fail to meet the specified minimum requirements. The Architect further reserves the right, and without prejudice to other recourse the Architect may take, to accept non-complying items subject to an adjustment in the Contract Amount as approved by the Architect and the Owner.

Applicable standards: Listed in these Specifications include, but are not necessarily limited to, standards produced by the following agencies and organizations:

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ACOUSTICAL PANELS

Town of Fairfield Bid #2016-11

1. ACI American Concrete Institute, Box 18150, Redford Station, Detroit, MI 48219.
2. AISC American Institute of Steel Construction, Inc., 1221 Avenue of the Americas, New York, NY 10020.
3. ANSI American National Standards Institute
4. ASTM American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19111.
5. NEC National Electrical Code (see NFPA).
6. NEMA National Electrical Manufacturers Association, 155 East 44th Street, New York, NY 10017.
7. NFPA National Fire Protection Association, 470 Atlantic Avenue, Boston, MA 02210.
8. SDI Steel Deck Institute, 135 Addison Avenue, Elmhurst, IL 60125.
9. TCA Tile Council of America, Inc., P.O. Box 326, Princeton, NJ 08540.
10. UL Underwriter's Laboratories, Inc., 207 East Ohio Street, Chicago, IL 60611.
11. Fed. Specs. and Fed. Standards  
Specifications Sales (3FRI), Building 197 Washington Navy Yard, General Services Administration, Washington, DC 20407.
12. BC State of Connecticut, Basic Building Code.
13. CDOT State of Connecticut Department of Transportation - Standard Specification for Road, Bridges and Incidental Construction.
14. NBFU National Bureau of Fire Underwriters.
15. ASME American Society of Mechanical Engineers, United Engineering Center, 345 East 47th Street, New York, NY 10017.
16. ASHRAE American Society of Heating, Refrigerating, and Air Conditioning Engineers, 345 East 47th Street, New York, NY 10017.
17. SMACNA Sheet Metal and Air Conditioning Contractors National Association, Inc., 1611 North Kent Street, Arlington, VA 22209.

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18. AMCA Air Moving and Conditioning Association, 205 West Touhy Avenue, Park Ridge, IL.
19. ADA Americans with Disabilities Act
20. NCAA National Collegiate Athletic Association
21. UFAS Uniform Federal Accessibility Standards
22. CT Connecticut
23. IBC International Building Code
24. BSF State of Connecticut Bureau of School Facilities
25. Applicable Codes
  - 2003 International Existing Building Code
  - 2003 International Building Code
  - Connecticut Supplement, 2005
  - 2009 International Energy Code
  - 2003 International Mechanical Code
  - 2003 International Plumbing Code
  - 2011 NFPA 70, National Electrical Code
  - 2003 NFPA 101, Life Safety Code
  - 2003 International Fire Code
  - 2005 Connecticut State Fire Safety Code
  - 2003 NFPA 1, Uniform Fire Code
  - ICC/ANSI A117.1 – 2003
  - 2009 Connecticut Amendment/State Building & Fire Safety Code
  - 2011 Connecticut Amendment/State Building & Fire Safety Code
  - 2013 Connecticut Amendment/State Building & Fire Safety Code
  - 2009 International Energy Conservation Code
  - Connecticut Supplement/2005 State Fire Safety Code

**END OF SECTION**

FAIRFIELD WARDE HIGH SCHOOL  
ACOUSTICAL PANELS  
Town of Fairfield Bid #2016-11  
SECTION 01300  
SUBMITTALS & SUBSTITUTIONS

PART ONE - GENERAL

1.1 DESCRIPTION

Work Included:

Wherever possible throughout the Contract Documents the minimum acceptable quality of workmanship and materials has been defined by manufacturer's name and catalogue number, reference to recognized industry and government standards, or description of required attributes and performance.

To ensure that the specified products are furnished and installed in accordance with design intent, procedures have been established for advance submittal of design data and for their review by the Architect.

Make all submittals required by the Contract Documents, and revise and resubmit as necessary to establish compliance with the specified requirements.

Related Work Described Elsewhere: Individual requirements for submittals are described in pertinent other Sections of these Specifications.

1.2 QUALITY ASSURANCE

Coordination of Submittals: Prior to each submittal, carefully review and coordinate all aspects of each item being submitted and verify that each item and the submittal for it conforms in all respects with the requirements of the Contract Documents. By affixing the Contractor's signature to each submittal, certify that this coordination has been performed.

Certificates of Compliance:

Certify that all materials used in the work comply with all specified provisions thereof, certification shall not be construed as relieving the Contractor from furnishing satisfactory materials if, after tests are performed on selected samples, the material is found to not meet specified requirements.

1.3 SUBMITTALS

Make all submittals of shop drawings, samples, requests for substitution and other items in strict accordance with this Section.

PART TWO - PRODUCTS

2.1 SUBMITTAL SCHEDULE

General: Compile a complete and comprehensive schedule of all submittals anticipated to be made during progress of the work. Include a list of each type of item for which Contractor's Drawings, Shop Drawings, Certificates of Compliance, Material Samples, Guarantees, or other types of submittals are required.

2.2 SHOP DRAWINGS AND COORDINATION DRAWINGS

Shop Drawings:

- a. Scale and Measurements: Make all shop drawings accurately to a scale sufficiently large to show all pertinent aspects of the item and its methods of connection to the work.
- b. Type of prints required: Electronic submittals with the approved stamp and signature of the contractor on them.
- c. Reproduction of reviewed shop drawings: Printing and distribution of reviewed shop drawings for the Architect's use will be by the Contractor.

2.3 MANUFACTURER'S LITERATURE

General: Where contents of submitted literature from manufacturers includes data not pertinent to the submittal, clearly indicate which portion of the contents is being submitted for review.

Number of Copies Required: Submit the number of copies which are required to be returned plus one copy which will be retained by the Architect.

2.4 SAMPLES

Accuracy of Samples: Samples shall be of the precise article proposed to be furnished.

Number of Samples Required: Unless otherwise specified, submit all samples in the quantity which is required to be returned plus one which will be retained by the Architect.

Reuse of Samples: In situations specifically so approved by the Architect, the Architect's retained sample may be used in the construction as one of the installed items.

Rejected Sample: rejected samples will not be returned. A letter of rejection will be issued.

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Town of Fairfield Bid #2016-11

2.5 COLORS AND PATTERNS

Unless the precise color and pattern is specifically described in the Contract Documents, and whenever a choice of color or pattern is available in a specified product, submit accurate color and pattern charts to the Architect for review and selection.

2.6 SUBSTITUTIONS

Approval Required:

- a. The Contract is based on the standards of quality established in the Contract Documents.
- b. All products proposed for use, including those specified by required attributes and performance, shall require approval by the Architect before being incorporated into the work.
- c. Do not substitute materials, equipment or methods unless such substitution has been specifically approved for this work by the Architect.

"Or Equal":

- a. Where the phrase "or equal" or "or equal as approved by the Architect" occurs in the Contract Documents, do not assume that materials, equipment, or methods will be approved as equal unless the items has been specifically approved for this work by the Architect.
- b. The decision of the Architect shall be final.

PART THREE - EXECUTION

3.1 IDENTIFICATION OF SUBMITTALS

General: Consecutively number all submittals. Accompany each submittal with a Letter of Transmittal containing all pertinent information required for identification and checking of submittals.

Identify each sample and shop drawing with the project name. Contractors name, producer name and brand and the specification section number.

Re-submittals: When material is resubmitted for any reason, transmit under a new Letter of Transmittal.

3.2 COORDINATION OF SUBMITTALS

General: Prior to submittal for approval use all means necessary to fully coordinate all material including, but not necessarily limited to:

1. Determine and verify all interface conditions, catalog numbers, and similar data.
2. Coordinate with other trades as required.
3. Clearly indicate all deviations from requirements of the Contract Documents.

Grouping Submittals: Unless otherwise specified, make all submittals in groups containing all associated items to ensure that information is available for checking each item when it is received. Partial submittals may be rejected as not complying with the provisions of the Contract Documents and the Contractor shall be strictly liable for all delays so occasioned.

3.3 TIMING OF SUBMITTALS

General: Make all submittals far enough in advance of scheduled dates for installation to provide all time required for reviews, for securing necessary approvals, for possible revisions and re-submittals, and for placing orders and securing delivery.

Architect's review time: In scheduling, allow at least ten calendar days for review by the Architect following his receipt of the submittal.

Delays: Delays caused by tardiness in receipt of submittals will not be an acceptable basis for extension of the contract completion date.

3.4 ARCHITECT'S REVIEW

General: Review by the Architect shall not be construed as a complete check; but only that the general method of construction and detailing is satisfactory. Review shall not relieve the Contractor from responsibility for errors which may exist.

Revisions: Make all revisions required by the Architect. If the Contractor considers any required revision to be a change, he shall so notify the Architect as provided for under "Changes" in the General Conditions. Show each drawing revision by number, date, and subject in a revision block on the drawing. Make only those revisions directed or approved by the Architect.

3.5 CONTRACTORS REVIEW

The Contractor MUST review, approve and sign the shop drawings prior to submittal to the Architect. The Contractor is responsible for quantities, dimensions and verification of field conditions.

3.6 RESUBMITTALS

When any shop drawing or sample is required to be submitted more than two times for review the Contractor shall pay the cost for the Engineer and/or architect to review the additional submittals. The Architect/Engineer will bill the Owner for the extra cost and the Owner will backcharge the contractor for this expense.

**END OF SECTION**

01300-4

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Town of Fairfield Bid #2016-11  
SECTION 01400  
QUALITY CONTROL

PART ONE - GENERAL

1.1 LABORATORY TESTING

The Owner will select and pay costs of all initial tests and reports listed in the various Sections.

1.2 QUALIFICATION OF LABORATORY

The construction inspection and materials testing laboratory selected will substantially comply with the basic requirements of ASTM E329-77, "Recommended Practice for Inspection and Testing Agencies for Concrete, Steel, and Bituminous Materials as Used in Construction" and will submit to the Architect a copy of the report of inspection of their facilities made by the Materials Reference Laboratory of the National Bureau of Standards during the most recent tour of such inspection, together with a memorandum stating steps taken to remedy deficiencies reported by this inspection.

Testing machines and instrumentation employed by the laboratory shall be calibrated at intervals not exceeding 12 months by devices of accuracy traceable to the National Bureau of Standards; and the laboratory will submit to the Architect applicable documentation of calibration.

1.3 AUTHORITY AND DUTIES OF THE LABORATORY

The Laboratory will not be authorized to revoke, alter, relax, enlarge, or release any requirements of the Contract Documents or to approve or accept any portion of the work. When it appears that the material furnished or work performed by the Contractor fails to fulfill Contract Document requirements, the laboratory will promptly direct the attention of the Architect and the Contractor to such deficiencies.

Results of all testing specified will be documented in report form and 4 copies of each report will be issued promptly and directly to the Architect for review and distribution.

1.4 RESPONSIBILITIES AND DUTIES OF CONTRACTOR

The use of laboratory services shall in no way relieve the Contractor of his responsibility to furnish materials and construction in full compliance with the requirements of the Contract Documents.

To facilitate testing services, the Contractor shall cooperate with the laboratory and secure and deliver to the Architect or to the laboratory, without extra cost to the Owner,

Preliminary representative samples of the materials he proposes to use and which are required to be tested.

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Furnish such casual labor and all facilities which are necessary to obtain and handle samples at the project and to facilitate the specified inspections.

Advise the laboratory sufficiently in advance of operations to allow for completion of tests and for the assignment of personnel.

Provide and maintain for the sole use of the laboratory adequate facilities for safe storage and proper curing of such test specimens which must remain on the project site prior to testing.

Pay the laboratory for such tests or inspections as are performed exclusively for the Contractor's convenience, and for such retests as may be occasioned by initial nonconformance of the materials with the Contract Documents.

**END OF SECTION**

FAIRFIELD WARDE HIGH SCHOOL  
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Town of Fairfield Bid #2016-11  
SECTION 01500  
TEMPORARY FACILITIES

PART ONE - GENERAL

1.1 DESCRIPTION

Work Included: Temporary facilities and controls required for this work include, but are not necessarily limited to:

1. Enclosures such as tarpaulins, barricades, and canopies including those required to provide a separation between the area of construction and the remaining areas.
2. All pertinent safety regulations; ladders, planks, hoists, barricades, and similar items normally furnished by the individual trades in execution of their own portions of the work.
3. Temporary electricity for construction.
4. Dumpsters.

1.2 PRODUCT HANDLING

Use all means necessary to maintain temporary facilities and controls in proper and safe condition throughout progress of the work.

PART TWO - PRODUCTS

2.1 UTILITIES

General: All temporary facilities shall be subject to the Architect's approval and shall be provided by the contractor as required.

Electricity: Electrical contractor shall furnish and install all necessary temporary wiring, as required to provide adequate power and artificial lighting at all points where required for work and safety.

Sanitary Facilities: School facilities may be used during non-school hours.

2.2 ENCLOSURES

Furnish, install and maintain for the duration of construction all required scaffolds, tarpaulins, barricades, canopies, warning signs, steps, bridges, platforms, and other temporary construction necessary for proper completion of the work in compliance with all safety and other regulations.

PART THREE – EXECUTION

3.1 MAINTENANCE AND REMOVAL

Maintain all temporary facilities and controls as long as needed for the safe and proper completion of the work. Remove all facilities at the completion of the project.

Location of dumpsters to be approved by the school administration in advance.

END OF SECTION

FAIRFIELD WARDE HIGH SCHOOL  
ACOUSTICAL PANELS  
Town of Fairfield Bid #2016-11  
SECTION 01710  
CLEANING

PART ONE - GENERAL

1.1 DESCRIPTION

Work Included: Throughout the construction period, maintain the building and site in a standard of cleanliness as described in this Section.

Related Work Described Elsewhere: In addition to standards described in this Section, comply with all requirements for cleaning up as described in various other sections of these Specifications.

1.2 QUALITY ASSURANCE

Inspection: Conduct daily inspection, to verify that requirements of cleanliness are being met.

Codes and Standards: In addition to the standards described in this Section, comply with all pertinent requirements of governmental agencies having jurisdiction.

PART TWO - PRODUCTS

2.1 CLEANING MATERIALS AND EQUIPMENT

Provide all required personnel, equipment, and materials needed to maintain the specified standard of cleanliness.

2.2 COMPATIBILITY

Use only the cleaning materials and equipment, which are compatible with the surface being cleaned, as recommended by the manufacturer of the material.

PART THREE - EXECUTION

3.1 PROGRESS CLEANING

Retain all stored items in an orderly arrangement allowing maximum access, not impeding drainage or traffic, and providing the required protection of materials.

Do not allow the accumulation of scrap, debris, water material and other items not required for construction of this work.

Maintain the site and building in a neat and orderly condition at all times.

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Town of Fairfield Bid #2016-11

Daily, and more often if necessary, inspect the structures and pick up all scrap, debris, and waste material. Remove all such items to the place designated for their storage.

As required preparatory to installation of succeeding materials, clean the structures or pertinent portions thereof to the degree of cleanliness recommended by the manufacturer of the succeeding materials, using all equipment and materials required to achieve the required cleanliness.

3.2 FINAL CLEANING

General: Prior to completion of the work, remove from the job site all tools, surplus materials, equipment, scrap, debris, and waste.

Site: Unless otherwise specifically directed by the Architect, broom clean all paved areas on the site directly adjacent to the area of construction. Completely remove all resultant debris.

Exterior: Visually inspect all exterior surfaces and remove all traces of soil, waste materials, smudges, and other foreign matter. Remove all traces of splashed materials from adjacent surfaces.

Interior: Visually inspect all interior surfaces and remove all traces of soil, waste material, smudges, and other foreign matter. Remove all traces of splashed materials from adjacent surfaces. Remove all paint droppings, spots, stains, and dirt from finished surfaces. Leave area "Broom Clean".

**END OF SECTION**

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Town of Fairfield Bid #2016-11  
SECTION 01800  
PROJECT CLOSEOUT

PART ONE - GENERAL

CLEAN-UP

Remove all temporary utilities including the construction fence from the site.

At substantial completion of the project clean all surfaces, remove all labels, clean the construction area of the site and remove all debris from the site.

GUARANTEE & WARRANTY

Supply all warranty & guarantees stipulated in the Contract Documents.

Warrant and guaranty all work for a period of one year from the date of the certificate of occupancy obtained from the Town of Fairfield, CT. This shall include all work performed by subcontractors, and material supplied by subcontractors.

MAINTENANCE MANUALS

Submit two copies of maintenance and operating manuals that specify full details for care and maintenance of all new equipment and visible surfaces.

**END OF SECTION**

FAIRFIELD WARDE HIGH SCHOOL  
ACOUSTICAL PANELS  
Town of Fairfield Bid #2016-11  
SECTION 09480  
SOUND ABSORPTIVE BAFFLES

PART ONE - GENERAL

1.1 SUMMARY

- A. Section Includes
  - 1. Smooth, curved, sound-absorptive baffles installed in the reading room at Fairfield Warde High School.

1.2 SUBMITTALS

- A. Product Data: Manufacturer's technical data for each type of panel and baffle including fire-resistive characteristics, finish, details of installation and the following:  
Manufacturer's installation instructions.  
Certified test reports indicating compliance with Performance Requirements specified herein.
- B. Samples: Two samples of the following specified units for color selection or verification.
  - 1. Baffles
- C. Closeout Submittals:
  - 1. Operating and Maintenance Manual, including cleaning and maintenance instructions.
  - 2. Extra material for owner's stock.
  - 3. Material safety data sheets (MSDS).
- D. Drawings illustrating panel layout in reading room and installation details.

1.3 QUALITY ASSURANCE

- A. Single Source Responsibility: Obtain units for entire project from a single manufacturer.
- B. Manufacturer's Qualifications: Firm with not less than closeout submittals: Comply with Section 5 years' experience in manufacturing of products similar in complexity to those required for this project.
- C. Installer's Qualifications: Firm with not less than 5 years' experience in installation of products similar in complexity to those required for this project, including specific requirements indicated.
  - 1. Successfully completed not less than 5 comparable scale projects.

1.4 DELIVERY, STORAGE AND HANDLING

- A. Deliver and store materials in manufacturer's original unopened containers with brands, names and production lot numbers clearly marked on these containers.
- B. Storage and Protection: Comply with manufacturer's recommendations.
  - 1. Store products in a cool, dry place out of direct sunlight.
  - 2. Protect from elements and from damage.

1.5 WARRANTY

- A. Provide manufacturer's written standard warranty.

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1.6 MAINTENANCE

A. Extra Materials:

1. Deliver not less than the following quantity of each type, color and pattern of material, exclusive of material required to properly complete installation.
2. Furnish extra materials from same production run to verify run for color
3. Package replacement materials with protective covering, identified with appropriate labels.

PART TWO – PRODUCTS

2.1 MANUFACTURERS

A. Subject to compliance with requirements, provide products from the following manufacturer:

1. Pinta Acoustic, Inc.  
2601 49<sup>th</sup> Avenue North, Suite 400  
Minneapolis, Minnesota 55430  
Telephone: 800-662-0032  
Website: [www.pinta-acoustic.com](http://www.pinta-acoustic.com)  
Email: [sales@pinta-acoustic.com](mailto:sales@pinta-acoustic.com)

2.2 MANUFACTURED UNITS

A. Whisperwave Baffle. Lightweight, open-cell willtec foam panel complying with the following requirements:

1. Density: 0.5 to 0.7 pounds per cubic foot (0.23 to 0.32 kg per m).
2. Tensile Strength: 8 psi
3. Flammability: Class 1 per ASTM E84
4. Flame Spread: Per ASTM E84
  - a. Natural: 5
  - b. Painted: 10
5. Smoke Density: Per ASTM E84
  - a. Natural: 50
  - b. Painted: 10
6. Baffle Size: 12 panels @ 24” x 48” x 2” and 16 panels @ 12” x 28” x 2”
7. Baffle Thickness: 2 inches
8. Finish: To be selected from manufacturer’s standard finishes and colors.

<u>Frequencies (Hz)</u>	<u>125</u>	<u>250</u>	<u>500</u>	<u>1000</u>	<u>2000</u>	<u>4000</u>	<u>Average</u>
Natural:	1.0	5.4	10.8	16.3	18.7	24.0	12.7
Painted:	2.3	5.4	12.7	19.7	21.0	21.0	15.0

2.3 ACCESSORIES

A. Lightweight chain or 1/16 inch steel cable

1. Use steel cable for wall-to-wall installations with corkscrew hangers.

PART THREE – EXECUTION

3.1 EXAMINATION

- A. Verification of Conditions: Examine areas and conditions under which work is to be performed and identify conditions detrimental to proper and or timely completion.
  - 1. Do not proceed until unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Prior to installing acoustical panels, make certain that surfaces to which adhesive will be applied are clean and free of dust, dirt and other residues that would inhibit a proper bond.

3.3 INSTALLATION

- A. Comply with manufacturer's instructions and recommendations for installation of units.
- B. Acoustical Baffles: Do not fasten anchors of any type to steel deck without written approval from structural engineer of record.
  - 1. Install mounting cable or chain by attaching to bottom chord of trusses or joists.
  - 2. Attach bottom end of cable or chain directly to baffle's integral web strapping or grommets directly or with "S" type hooks.
  - 3. Install baffle in configuration and elevations indicated on the approved shop drawings, true to lines and plane indicated.
    - a. Do not install baffles less than 9 feet above the floor or more than 5 feet below the ceiling they are hung from.
- C. Cable installation with corkscrew hangers: Follow manufacturer's installation instructions.
- D. Do not install panels in locations that will interfere with fire sprinkler heads or lights.

3.4 LOCATION AND QUANTITY

- A. Supply drawing of the panel layout
- B. Install a total of 12 baffles at 24" x 48" x 2" and 16 baffles at 12" x 48" x 2". Layout to be per the approved shop drawings.

3.5 CLEANING

- A. Clean adjacent surfaces and remove unused product and debris from site.
- B. After installation is completed, clean soiled surfaces of materials.
- C. Remove and reinstall improperly installed material
- D. Remove damaged or discolored material, or material that cannot be properly cleaned, and install new material.

**END OF SECTION**

FAIRFIELD WARDE HIGH SCHOOL  
ACOUSTICAL PANELS  
Town of Fairfield Bid #2016-11  
SECTION 09510  
ACOUSTICAL CEILING PANELS

PART ONE - GENERAL

1.1 SUMMARY

- A. Section includes ceiling mounted acoustical panels in the Main Lobby/ Corridor at Fairfield Warde High School.
  - 1. Patterned adhesive-applied acoustical ceiling panels.

1.2 SYSTEM DESCRIPTION

- A. Acoustical Performance Requirements:
  - 1. NRC (Noise Reduction Coefficient): Comply with ASTM C423-90a.

1.3 SUBMITTALS

- A. Comply with Section 013300 – Submittal Procedures
- B. Product Data: Manufacturer’s technical data for each type of panel and baffle including fire-resistive characteristics, finishes, details of installation, and the following:
  - 1. Manufacturer’s installation instructions.
  - 2. Certified test reports indicating compliance with Performance Requirements specified herein.
- C. Samples: 2 sets of samples of each specified panel for color selection or verification.
- D. Closeout Submittals: Comply with Section 017700 – Closeout Procedures
  - 1. Operating and Maintenance Manual, including cleaning and maintenance instructions.
  - 2. Extra Material for Owner’s stock.
  - 3. Material Safety Data Sheets (MSDS).
- E. Provide drawing illustrating random layout of ceiling panels for approval by the owner.

1.4 QUALITY ASSURANCE

- A. Single Source Responsibility: Obtain panel units for entire project from a single manufacturer.
- B. Manufacturer’s Qualifications: Firm with not less than Closeout Submittals: Comply with Section 5 years’ experience in manufacturing of products similar in complexity to those required for this project.
- C. Installer’s Qualifications: Firm with not less than 5 years’ experience in installation of products similar in complexity to those required for this project, including specific requirements indicated.
  - 1. Successfully completed not less than 5 comparable scale projects.

1.5 DELIVERY, STORAGE AND HANDLING

- A. Comply with Section 016000 – Product Requirements.
- B. Deliver and store materials in manufacturer’s original unopened containers with brands, names and production lot numbers clearly marked on these containers.
- C. Storage and Protection: Comply with manufacturer’s recommendations.
  - 1. Store products in a cool, dry place out of direct sunlight.
  - 2. Protect from elements and from damage.

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1.6 PROJECT CONDITIONS

- A. Environmental requirements within building:
1. Panels do not require special environmental conditions.
  2. Systems may be installed at any stage of construction.

1.7 SCHEDULING

- A. Do not install acoustical ceilings until work in plenum space is completed, tested and approved.

1.8 WARRANTY

- A. Provide manufacturer's written warranty per Section 017700 – Closeout Procedures.

1.9 MAINTENANCE

- A. Extra Materials:
1. Deliver not less than the following quantity of each type, color, and pattern of material, exclusive of material required to properly complete installation.
  2. Furnish extra materials from same production run to verify run for color.
  3. Package replacement materials with protective covering, identified with appropriate labels.

PART TWO – PRODUCTS

2.1 MANUFACTURERS

- A. Subject to compliance with requirements, provide products from the following manufacturer:
1. Pinta Acoustic, Inc.  
3800 Washington Avenue North  
Minneapolis, Minnesota 55412  
Telephone: 800-662-0032  
612-520-3620  
Website: [www.pinta-acoustic.com](http://www.pinta-acoustic.com)  
Email: [sales@pinta-acoustic.com](mailto:sales@pinta-acoustic.com)
- B. Substitutions: Comply with Section 016600 – Product Requirements

2.2 MANUFACTURERED UNITS

- A. Acoustical Ceiling Panels: Acoustical foam panel consisting of lightweight, open-cell willtec foam core, with applied HPC finish surface.

Willtec foam physical properties

1. Density: 0.5 to 0.7 pounds per cubic foot.
2. Tensile Strength: 8 psi (0.06 MPa).
3. Flammability: Class 1 per ASTM E84
4. Flame Spread: 15

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5. Smoke Density: 200
6. Size: Nominal 24 inch by 24 inch (610 mm by 610).
7. Panel Thickness: 1-3/4 inches total thickness
8. Patterned Design: To be selected from manufacturers standard patterns and colors.
9. Finish: Provide panels with Hypalon-coated finish. Color to be selected by the owner from the manufacturer's standard colors.
10. Ceiling Attenuation Class (CAC) of 34 per ASTM E-1414-97.
11. Sound Absorption Coefficients: Type A mounts, ASTM C423-90a.

Frequencies (Hz)	125	250	500	1000	2000	4000	NRC
Basix 1:	0.12	0.24	0.59	0.89	0.96	0.99	0.65
Basix 2:	0.21	0.48	0.93	1.09	1.09	1.04	0.90
Patterns:	0.16	0.28	0.71	0.96	1.00	0.99	0.75

12. Acceptable Product: CONTOUR Acoustical Ceiling Panels.

2.3 ACCESSORIES

- A. Adhesive: Non-toxic, water-based adhesive, for use with foam products.
  1. Pinta Acoustic adhesive or approved substitute.

2.4 QUANTITY

- A. Supply and install 512 ceiling panels, 24" x 24" x 1-3/4" each.

PART THREE – EXECUTION

3.1 EXAMINATION

- A. Verification of Conditions: Examine areas and conditions under which work is to be performed and identify conditions detrimental to proper and or timely completion.
  1. Do not proceed until unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Prior to installing ceiling panels, make certain that surfaces to which adhesive will be applied are clean and free of dust, dirt and other residues that would inhibit a proper bond.

3.3 INSTALLATION

- A. Comply with manufacturer's instructions and recommendations for installation of acoustical panels:
  1. Coordinate with mechanical and electrical in locating and spacing fixtures, diffusers and similar items located in ceiling.
  2. Lay out random pattern per approved shop drawings. Where not otherwise indicated, lay out in such manner that margins on opposite sides of rooms are equal or greater than 12 tile in width.

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3. Where acoustical ceilings of different heights abut, install acoustical material matching ceiling at vertical surface at ceiling break match ceiling, unless otherwise indicated.
4. Install panels to avoid interference with lights, fire sprinkler and other ceiling mounted components
5. Install panels with adhesive recommended by the panel manufacturer.

B. Acoustical Panels:

1. Refer to manufacturer's written installation instructions.
2. Cut adhesive tube end to produce a 1/4 inch bead.
3. Apply adhesive to panels per manufacturer's recommended pattern and press panel firmly into place per manufacturer's installation requirements.
4. Install panels true to lines and plane indicated.
5. Install panels with hand protection to avoid soiling.
6. Install panels having directional pattern or to conform to custom design.

3.4 CLEANING

- A. Clean adjacent surfaces and remove unused product and debris from site.
- B. After installation is completed, clean soiled surfaces of materials.
- C. Remove and reinstall improperly installed material.
- D. Remove damaged or discolored material, or material that cannot be properly cleaned and install new material.

**END OF SECTION**