

Town of Montague - Request for Quotes



Millers Falls Branch Library Improvement Project

23 Bridge Street, Millers Falls, MA 01349

Revision Issued: July 16, 2019

Bidders Walkthrough: July 11 at 9am

Questions Due: July 15 at 3pm

Bids Due: July 25 at 3pm

Town of Montague Request for Quotes

Millers Falls Branch Library Improvement Project

In accordance with M.G.L. Chapter 149, the Town of Montague will receive written proposals until 3:00PM on Thursday, July 25 to make certain improvements to the Millers Falls Branch of the Montague Public Libraries at 23 Bridge Street, Millers Falls, MA 01349. Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive.

The project requires improvements that are located primarily in the basement of the library and on the exterior facing areas of the basement windows that are to be sealed. This work consists primarily of carpentry and masonry tasks. Note that any measurements referenced in the RFQ are to be confirmed by the General Contractor.

A copy of the RFQ may be obtained at <https://www.montague-ma.gov/BIDS>. Registration is required to ensure all interested contractors receive updates relative to the project.

The contract will be awarded to the responsible contractor offering to perform the work to specifications for the lowest price. Total project cost is not to exceed \$20,000. Contractors must respond to RFQ requirements, and demonstrate suitable experience and satisfactory references. The Town of Montague reserves the right to reject any or all bids as is determined to be in the best interests of the Town. Key dates include:

Bidders Walkthrough:	July 11 at 9am
RFQ Questions Due:	July 15 at at 3pm
Bids Due:	July 25 at 3pm

Responses must be received in the Montague Selectboard's office no later than Thursday, July 25, 2019 at 3pm and should be addressed as follows:

Millers Falls Branch Library Improvement Project
C/O Montague Selectboard
One Avenue A, Turners Falls, MA 01376

The Project Contact is:

Steven Ellis, Montague Town Administrator
One Avenue A Turners Falls, MA
townadmin@montague-ma.gov
413 863-3200 x110

The Town of Montague is an Equal Opportunity Employer and does not discriminate on the basis of age, gender, race, or disability. SOMWBA certified vendors are encouraged to apply.

MILLERS FALLS BRANCH LIBRARY IMPROVEMENT PROJECT

A. Project Scope

The Millers Falls Branch of the Montague Public Libraries is located at 25 Bridge Street in Millers Falls. The improvements to be made are intended to improve structural support and reduce moisture penetration through the basement area of the building.

The successful bidder will provide all labor, materials and equipment necessary for fulfillment of the Millers Falls Branch Library Improvement Project as specified in this Request for Quotes (RFQ). Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive.

The vast majority of work to be performed in building basement except as noted. All work should be performed outside the normal operating hours of the Millers Falls Library, which is open on Tuesdays and Thursdays from 2pm – 7pm. Power and bathroom facilities are available on the work site. Work includes a variety of carpentry and masonry tasks, as follow:

Carpentry

1. Contractor will remove four temporary basement support columns and install new footings, base, and caps, and four lally columns that will be provided by the Town. (These columns are already on site.)
2. Contractor will provide additional support to a dry-rotted area under front door entry way. Install 3-2X8" Pressure treated beams to support damaged 2X4" supports under the center of the East wall. Build 2X6" Pressure treated stud wall with double plates under floor and support existing 2X4" Joists. (see Illustration 1, revised July 16)
3. Contractor will provide and install two support posts or lally columns to replace wooden support posts currently in place. One of these supports the end of beam that has deteriorated. The deteriorated beam will be sistered with two, six foot, 2"x10" pressure treated boards to pick up the adjacent floor joists.
4. Contractor will provide and install a 10' x 10" steel base plate (3/8" thick) under each of six columns described above.

Masonry

5. Contractor will repair and seal (scrape and parge) interior west wall (144 ft²) and the corner of the north wall (56 ft²). Also, touch up center (previously filled) window well masonry (12 ft²).
6. Contractor will provide and install blocking for one standard basement window opening with masonry.
7. Contractor will fill and compact two basement window wells and pour a 3" cap of concrete which will pitch 1" away from the building (3 ft² each) to ensure against future moisture penetration. (exterior work)

B. Key Dates

- Bidders walk through will be held at the Millers Falls Branch Library on Thursday, July 11 at 9am. Attendance at the walkthrough strongly encouraged.
- RFQ questions are due Monday July 15 at 3pm. Submit to Steven Ellis at townadmin@montague-ma.gov.
- Bids must be submitted by Thursday, July 25 at 3pm and should be labeled “Millers Falls Branch Library Improvement Project.” Submit to the attention of Steven Ellis at the Selectboard Office at 1 Avenue A, Turners Falls, MA 01376.

C: Contractor Requirements

Contractor shall:

- Supply Town with copy of Construction Supervisor’s license.
- Obtain all building permits as required and comply with all building code requirements. Town permit fees will be waived for this project.
- The contractor is responsible for verifying any measurements represented in this RFQ. Measurements may be confirmed during the bidder walkthrough.
- Coordinate construction schedule with leaders of Montague DPW and Public Libraries
- As applicable, perform work at prevailing wage and file weekly payroll reports.
- Provide documentation of employee OSHA 10 certification with weekly payroll.
- Warrant all work for a minimum of one from project completion date.

D. Required Insurance

The Contractor shall at all times during the contract maintain in full force and effect Employer's Liability, Worker's Compensation, Bodily Injury Liability, and Property Damage and General Liability Insurance, including contractual liability coverage. All insurance shall be by insurers and for policy limits acceptable to the Town of Montague and before commencement of work hereunder the Contractor agrees to furnish the Town certificates of insurance or other evidence satisfactory to the Town to the effect that such insurance was obtained and is in force.

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

COVERAGES	LIMITS OF LIABILITY
Worker's Compensation	Statutory
Employer's Liability	\$500,000/\$500,000/\$500,000
Automobile Liability	\$1,000,000.00 combined single limit for bodily injury and property damage

General Liability	\$1,000,000.00 each occurrence
	\$2,000,000.00 aggregate
Excess Umbrella Liability	\$1,000,000

The Town of Montague shall be named as additional insured under the liability and automobile insurance. The excess/umbrella liability insurance policy should contain a broad form general liability endorsement.

E. Bidder Instructions –Review Carefully!

- Note all deadlines as specified in this RFP. The Town of Montague cannot make exceptions for failure to visit the site or accept questions of bids except under the terms specified in this RFP.
 - Bidders Walkthrough: July 11 at 9am
 - Questions Due: July 15 at 3pm
 - Bids due: July 25 at 3pm
- The contract will be awarded to the responsible bidder that offers required expertise at the lowest price and is responsive to the RFQ requirements. The Town of Montague will review bidder experience and references. The town retains the right to contact additional references beyond those provided or to not award the contract to a bidder if it judges a bid to not be in the best interest of the town.
- Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive. A current prevailing wage sheet is included as an attachment.
- The selected contractor will be subject to the terms and conditions of the Town of Montague standard contract - sample attached.
- The Town of Montague is tax exempt. A tax exempt certificate will be provided upon request.
- The Town of Montague will make approved payments within 30 days of receipt of invoice.

Submission Checklist

- Bidders should include a brief statement of their capacity and past experience** that verifies they understand and can meet the requirements of this project.
- All price quotes are to be submitted on the attached Price Quote Form** and signed by an authorized representative of the bidder organization.
- All forms attached to this RFQ should be completed, signed, and returned** as part of the proposal submission. (The contract does not need to be submitted with the bid.)

