

Issued Date: Tues., August 25, 2020

Bid Package for: 702 LaSalle – reroofing & exterior

702 W. LaSalle Street
South Bend, IN 46601

Request for Proposals (RFP)

702 W. LaSalle Street
South Bend, IN 46601

South Bend Heritage will receive written bids for **702 W. LaSalle, South Bend, IN** until **3:00 PM** local time on Tuesday, September 15th at **803 Lincoln Way West, South Bend, IN**. Bids may also be faxed or emailed by that time. Send to the attention of Pat Lynch and confirm receipt via phone call or email. Fax: 574-289-4550. Email: patlynch@sbheritage.org.

All questions about this RFP should be directed to patlynch@sbheritage.org.

Project Description: Reroof, carpentry, and painting for 702 W. LaSalle Street.

Pre-bid walk through: A non-mandatory pre-bid walk through is scheduled for **1:00P Monday August 31th**. Bidder registration and additional walk through information can be found in the bid documents. All bidders are required to visit the site before submitting a proposal.

Bidding Documents: This RFP and all associated bid documents will be available beginning 12:00P Tuesday, August 25th on the SBH website <http://sbheritage.org/projects-blog/contractors/> or upon request via email. Documents are in pdf format.

Thank you for your interest in this SBH project.

Cordially,

Pat Lynch
Architect

BIDDING AND CONTRACT REQUIREMENTS

1. Bid Package Index
 - Request For Proposals letter 8-25-2020
 - Written specifications & drawings 8-25-2020
 - Bid Form
 - Lead Risk Assessment report
 - SBH Minimum Insurance Requirements
 - Exhibit B for CDBG contracts
 - Addenda if issued
2. Bids will be due on **Tuesday, September 15, 2020** at the SBH offices by 3:00PM. (Received via mail, FAX, email, or dropped off by this time.) SBH offices are located at 803 Lincoln Way West, South Bend, IN 46616. Send to the attention of Pat Lynch. Fax: 574-289-4550. Email: patlynch@sbheritage.org. If you choose USPS, FAX, or email you are responsible for delivery confirmation. SBH is not responsible for lost mail, undelivered or mis-delivered email, or an incomplete fax transmittal.
3. **South Bend Heritage** reserves the right to reject any or all bids, and to waive any irregularities in bidding and to make an award in the best interest of the **South Bend Heritage** and its project partners.
4. Schedule for construction: Beginning as soon as possible after award and Contractor receipt of written notice to proceed. Schedule for this project is “of the essence”.
5. **ADDITIONAL WALK THROUGHS:** Any additional walk through must be scheduled in advance and conducted between 1:00P and 5:00P M-F and on/before Monday Sept. 7. No exceptions will be granted and bidder registration will close on this date. All bidders are required to walk through the property before submitting a proposal.
6. Permits
SBH to apply for and obtain required general construction permits. All additional permits must be acquired by each subcontractor.
7. Payment & Performance Bonds
100% payment and 100% performance bond is not required from sub-contractors for this project.
8. Bids not utilizing the attached Bid Form or without all Alternates completed will not be accepted. Additional materials may be submitted to support your proposal.
9. Bidder registration and addenda – all bidders must affirm interest and register with SBH at a site visit or at safas@sbheritage.org to receive bidding updates and addenda. All addenda will be

issued via email to registered bidders only. Receipt of any addenda must be acknowledged on the bid form. All registered bidders must visit the jobsite at least once. If you have non-registered sub-contractors bidding under your proposal you are responsible for forwarding all bidding information and addenda.

10. Material allowance(s) and Owner provided items (if any) are called out on a following page. You may assume that any overhead and profit you may have is included in the allowance. This markup is disclosed on the Bid Form.
11. Full and complete contractor markup on any positive value change orders to be disclosed on the Bid Form.
12. The project work described in this document does not fall under Federal Davis Bacon prevailing wage guidelines. Certified payrolls are not required.
13. Bid the work according to the drawings and specifications. If you or your subs have questions about elements of the work, the G.C. should call the Architect. If information is lacking the Architect will issue new guidelines (Addendums) to all Bidders. If you propose Alternates not required in the Bid Form, these should be numbered and added to the Form.
14. All drawings and this specification make up the bid set. Do not break the set or distribute individual sets to sub-contractors or vendors. All contractors are responsible for coordination of their trade with the all other portions of the project. You are responsible for understanding all abbreviations used in the bid documents. An abbreviation index is available on the drawing set cover sheet. If you can't find an abbreviation or have any other question you are responsible for contacting the Architect.
15. All materials, labor, markup, and any other elements required to complete the work described in this bid package and not specifically excluded as alternates or allowances are to be included in the Base Bid amount.
16. Certificates of insurance will be required prior to start of work. Refer to attached minimum limits of liability. South Bend Heritage Foundation, Inc. shall be named as additional insured under the Contractors' Comprehensive General Liability Policy.
17. Builder's Risk will be carried by SBH.
18. Copies of the winning bid form will be available from SBH after the contract is awarded and construction has commenced.

GENERAL

- Sub-Contractors will advise the Owner of minor changes in the Work not involving an

adjustment to Contract Sum/Price or Contract Time.

- The Architect may issue a Proposal Request which includes a detailed description of a proposed change with supplementary or revised Drawings and specifications and a change in Contract Time for executing the change. The Contractor will prepare and submit an estimated schedule of construction within 10 days of contract award.
- The Contractor may propose a change by submitting a request for change to the Architect, describing the proposed change and its full effect on the Work, with a statement describing the reason for the change, and the effect on the Contract Sum/Price and Contract Time with full documentation.
- Billing
Sub-Contractors will submit monthly billing to SBH on the 25th of each month. Additional application for payment may be made if mutually agreed upon by both the Owner and the Contractor. All applications for payment are to be notarized and submitted on an AIA G702/G703 or Architect approved equivalent form and accompanied by a partial lien waiver for an amount matching the amount on the application. Contractor should assume that payment from the Owner to the Contractor will occur within 45 days of Owners receipt of a correct and error free application for payment and any required supporting documents. Applications for payment with errors will be returned for correction and payment may be delayed.
- Retainage
5% retainage will be held on all sub-contractor applications for payment on this project.
- Staging
Coordinate all staging with SBH and CC Super.
- Hours of construction activity
7:00A to 7:00P Monday through Friday unless otherwise arranged in writing with SBH.
- Cutting and boring
Unless specifically noted otherwise, items noted on this bid package are to be provided and installed by the contractor. Unless noted otherwise or specifically assigned to another contractor, all incidental materials, tools, shims, blocking, cutting, and boring required to complete that work are to be assumed to be provided by the installing contractor. Responsibility for repair or sealing of cut, drilled, or bored materials to be by the installing contractor unless specifically noted or arranged otherwise. See specification for fire caulking and rated assemblies. All holes drilled or cut into any structural members to be per code.
- Environmental

Lead – Follow applicable Lead Safe Work Practices. Exterior of project must pass lead clearance by GreenTree Environmental. SBH will pay for first test. If test fails, contractor is responsible for additional testing as required to pass.

Asbestos – If asbestos is found during renovation notify SBH immediately.

Mold – If mold is found during renovation notify SBH immediately.

- Parking
Not applicable.
- Final “wet” Cleaning
Not applicable.

Access to building toilet facilities by contractors is not permitted. Port-a-John will be provided by SBH.

ROOFING

- 1) Complete tear off existing roof shingles and high roof membrane to existing deck. Inspect deck for damage. Deck repair is not included in this request-for-proposal except at removed chimneys. Assess deck and report damage to SBH. Front porch roof membrane may remain. Remove half round gutters and downspouts.
- 2) Remove existing masonry chimney and b-vent chimneys to just below roof line. Patch with new 2x and OSB as required. Coordinate with new attic furnace PVC venting.
- 3) Provide and install boots at existing plumbing vent locations. Replacement HVAC unit will replace the existing B-vent with PVC power vent.
- 4) Provide and install (2) layers of 1.5” JM Enrgy3 polyiso roof insulation over existing deck. (Total of 3” of insulation, R19) Edges of all insulation to be butt tight to adjacent foam panels. Stagger joints between insulation layers minimum 12” each way. Provide and install expanding spray foam as required at foam joints that do not meet tightly at edges or mechanical penetrations.
- 5) Secure 1/2” OSB decking over new rigid insulation with min. 4” #12 JM ‘Ultrafast’ screws and 3” round locking plastic stress plates. 3” thick 2x nailers at roof edge/perimeter. OSB joints must be staggered from insulation joints minimum of 12” each way. 2x wood

material at roof edge to create eave nailer. Outer face of eave nailer to be vertical. Refer to SBH detail.

- 6) Treatment at main roof eave edges – new eave edges to be vertical. Wrap in break metal .032 aluminum. Color TBD. Apply aluminum drip edge over the top of the fascia aluminum.
- 7) West parapet – new .032 aluminum coping cap at west parapet wall, back of wall and flashed as required. To new roof assembly. May install coping over existing EPDM if this coordinates with new roof assembly.
- 8) New .032 alum. angle at edge of porch as shown on “water management” diagrams and roof plan.
- 9) Treatment at front porch roof edge – New 5/8” plywood sheathing furred as required to ‘re-slope’ the roof to direct water to new aluminum drainage spouts per plan.
- 10) New 5” ‘K’ profile gutters and downspouts with leave guard screens at high roof. Existing half round gutter at south porch roof may remain. Route NE downspout across porch roof to scupper as shown on plan.
- 11) New roof shingles to be:
 Certainteed ‘Landmark’ color: Black, or
 GAF Timberline ‘Select 40’ color: Black
 Over roofing membrane. Ice and water shield per code.
- 12) This is an unvented ‘hot roof’. No ridge vents are required. No pot vents are required.
- 13) Front porch roof to receive new .060 EPDM black membrane installed to lap under house siding and coordinated with new porch edge detail.
- 14) Rear (south) porch to remain as is. No roof work required.
- 15) Certificate of insurance with SBH listed as additional insured is required.

CARPENTRY, SIDING, AND TRIM

Replace rotted trim boards with new 5/4 boards. Preserve existing trim details and brackets. Remove and reinstall as necessary.

Install drip cap flashing at all west facing windows.

Inspect lap siding and re-secure loose boards.

Inspect porch columns and replace base trim where deteriorated. Glue and seal cracked or separated staves.

Replace damaged or missing fascia, crown, and bed molding as required. Prime and paint.

Replace damaged porch fascia, crown, and misc. trim as required.

New 1/2" plywood decking over existing, shimmed with sleepers to level to compensate for sagging and as required to direct water to new outlets as indicated on plan. New plywood to extend from face of house to 12" back from roof edge.

PAINTING

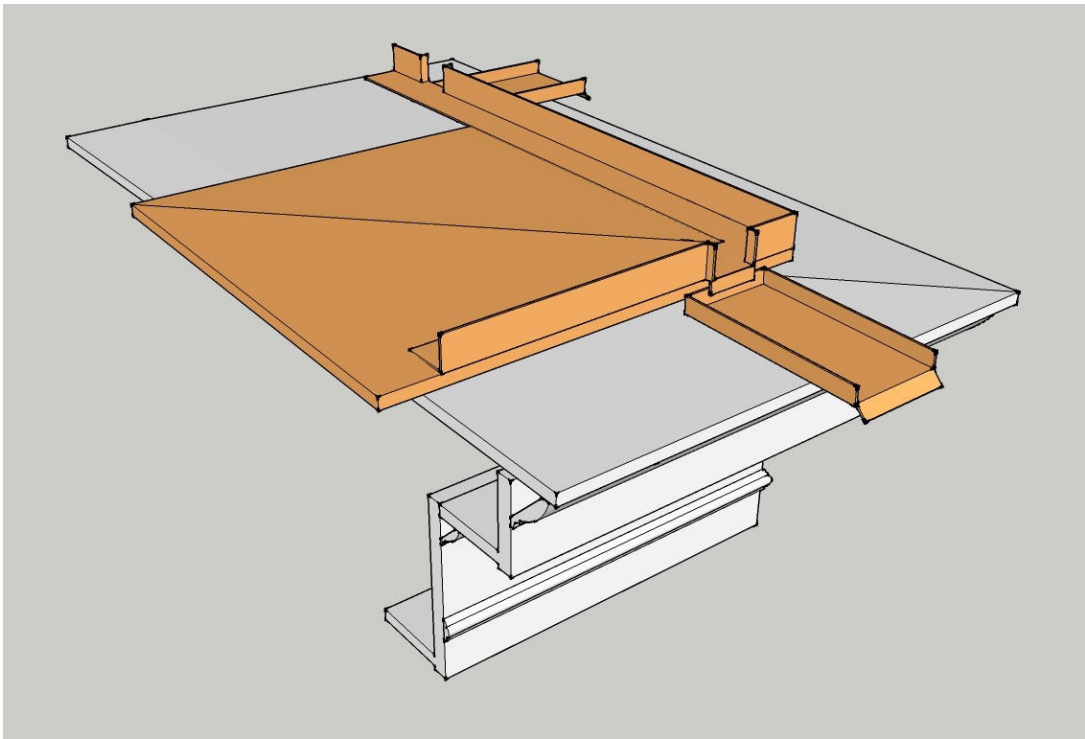
Paint siding and all trim. Colors TBD. Two color scheme for house and trim with third color for porch ceiling.

Repaint foundation masonry a dark brown.

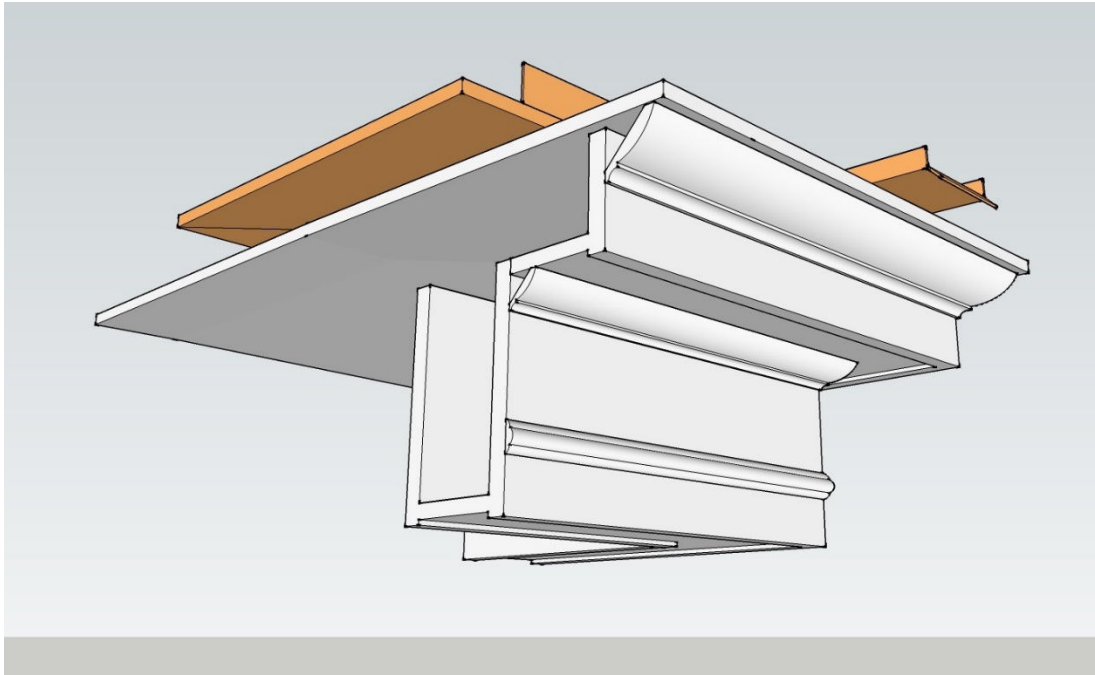
Paint porch deck with oil based floor paint.

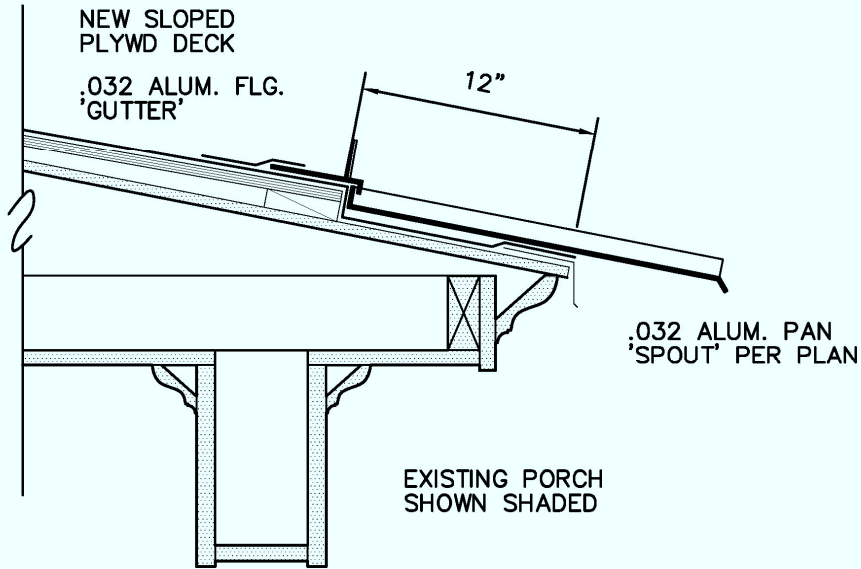
Scrape, prep, and caulk all surfaces as required.

porch roof water management concept diagram #1



Porch roof water management concept diagram #2

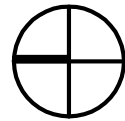
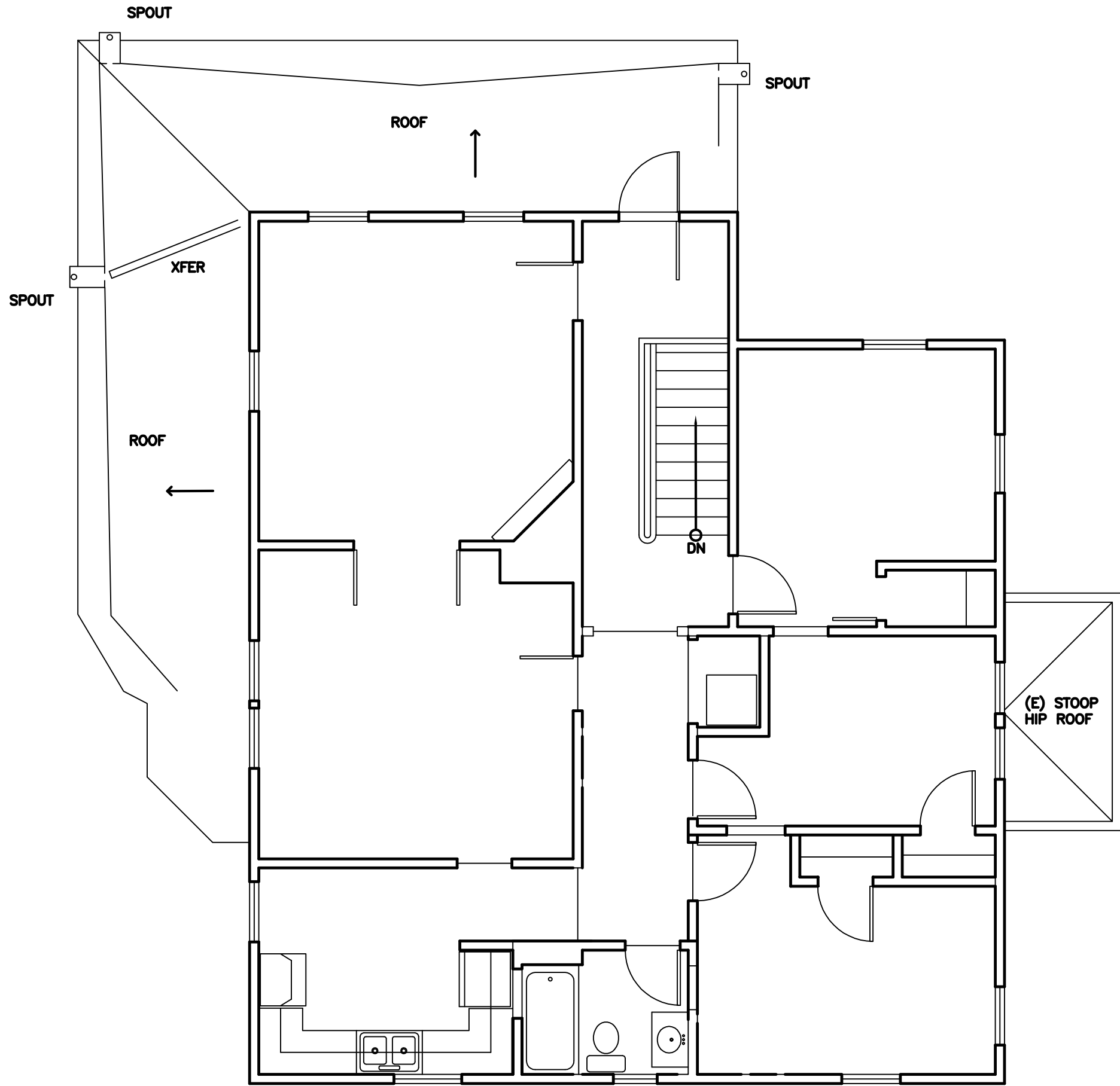




PORCH ROOF EDGE

SCALE: 1" = 1'-0"

AUG. 24, 2020



SECOND FLR PLAN – NEW

SCALE: 3/16" = 1'-0"

**SOUTH BEND HERITAGE
FOUNDATION**
803 LINCOLN WAY WEST SOUTH BEND, IN 46616
PHONE (574) 288-1066 FAX (574) 288-4550

702 LaSALLE

REVISIONS	

Bid Set

Date: AUG 25, 2020
Job Number: -
Drafting: P LYNCH
Approval: PDL

SHEET NUMBER:
1