



Note on reissue:

In order to better meet schedule demands of potential bidders, Pierce Hall Community Center has decided to re-open the bidding process for this project. Please note that documents have been revised to incorporate all clarifications made through addenda during the first bid period.

Request for Proposals (RFP)

for the construction of

**Fitness Center at Pierce Hall Community Center
Rochester, VT**

Issued: Monday, November 19, 2018

Submission Deadline: **Friday, January 11, 2019, at 4:00 PM**

Mandatory Bidders On-Site Walk-Through: Thursday, November 29, 2018 at 9:00 AM

Deadline for Final Submission of Questions: Monday, January 07, 2019 at 12 noon

Anticipated Notification of Contractor Selection: Friday, January 25, 2019

Anticipated Construction Start: Mid-February, 2019

Complete drawings and narrative specifications will be available November 19, 2018, distributed electronically. Printed sets of the project documentation will also be available for inspection at the Town of Rochester Town Clerk's Office and at the offices of Vermont Integrated Architecture, P.C. at 137 Maple Street, Suite 29B in Middlebury, VT.

Andrea Murray, Principal – Project Architect
andrea@vermontintegratedarchitecture.com

Jesse Gillette, Architectural Designer
jesse@vermontintegratedarchitecture.com

Vermont Integrated Architecture, P.C. (VIA)
802-989-7249

Introduction

Vermont Integrated Architecture, P.C. (VIA) and the Pierce Hall Community Center (PHCC) invite proposals for contracting services for renovations to PHCC to accommodate a fitness center on the lower level of the building, located at 38 South Main Street in Rochester, VT 05767.

Vermont Integrated Architecture, P.C. is the Architect of Record for the Project.

PHCC is the Owner of the Property

This project will be a tax-exempt project. PHCC's Federal Tax ID number is 450-030371284F-01F-01.

Project Summary

Pierce Hall Community Center (PHCC) located in Rochester, VT is revitalizing the lower level of their historic building into a new fitness center. In general, the scope includes:

- Demolishing of some existing conditions.
- Upgrades to existing exterior envelope.
- Construction of new walls to extend an existing corridor and create new gym space.
- Addition of various finishes as well as a spiral staircase for a new dance studio space.
- A new concrete pad/wood framed canopy at the building's existing West (backside) exit.
- Installation of all MEP components necessary to support the fitness center spaces.
- Adjustments to the existing fire protection system throughout the proposed area of work.

Attention should be made to provide cost-effective, maintainable, and durable spaces adequate for fitness/dance activities.

The Pierce Hall Building Committee (PHBC) has been working with Vermont Integrated Architecture, P.C. (VIA) to develop plans for the renovations to the lower level of Pierce Hall, located at 38 South Main Street in Rochester, Vermont.

The Pierce Hall Fitness Center project has seven (7) components/goals:

1. The demolition of existing conditions. This includes the demolition of interior partitions and a small portion of existing ceiling tile, and widening the rough opening at the building's lower level West exit door. Attention should be made to avoid damage to existing radiant floor heat throughout the Area of Work.

2. Upgrades to existing exterior envelope/walls. This applies to any exterior wall that defines the dance studio or gym space. The intent is to improve the thermal performance of these new spaces, as well as to provide new finish wall surfaces. Walls will be reframed and insulated as shown in the details. Special care will be needed to keep the air and vapor barriers continuous.

3. New gym. This includes the construction of two new walls, one of which houses four (4) new interior windows. Existing heat manifolds will be boxed-out. The room's entry area is to have a new 4'-0" ADA compliant door with an adjacent half-height wall. The existing concrete floor will be coated with an epoxy, water-based concrete sealer. Acoustic batt insulation to be installed between existing joists, and a new suspended ceiling will be installed with accompanying light fixtures. Various millwork will be

constructed/installed, and mirrors will be hung. Electrical power, video surveillance, and data communications will be brought into the space.

4. New dance studio room. This space also includes a new 4'-0" ADA compliant interior door. A new floating wood sprung floor will be constructed over the existing concrete floor. Acoustic batt insulation to be installed between existing joists, and a new suspended ceiling installed overhead with accompanying light fixtures. Various millwork will be constructed/installed, and mirrors will be hung. Electrical power and video surveillance will be brought into the space.

5. Dance studio egress. This includes a new exterior glass 4'-0" door with 2'-0" sidelight to replace the building's existing exit doorway. The new exit doorway will be accompanied by an exterior concrete landing pad. A wood-framed canopy over the exterior landing pad will be installed and painted. The interior landing and stairs will be wood-framed with a 1 ½" diameter wood handrail on powder coated, removable steel posts. Posts to pin/bolt to powder coated steel sleeves. Sleeves to be fastened to a fixed surface (floor surface or landing framing). Railing to withstand applied forces as required by code. (Submit shop drawings).

A shop-fabricated, steel spiral stair will be installed in the room's southwest corner to connect the studio to the stage above. Relocation of existing sprinkler lines and alterations to existing floor framing will be necessary. At the stage level, a powder coated safety railing will be fabricated and installed, and an acoustic hatch constructed of plywood and rigid insulation board will be made to cover the opening when not in use (submit shop drawings).

6. New HVAC system serving the gym and dance studio. This includes padding out an existing wall opening for a new door to the new mechanical space. New HVAC supply and return ducts will be installed, as well as (2) new exhaust fans at the exterior south wall, outdoor air-to-air heat pump condenser, and necessary thermostats and controls for the system. This work will be performed in a design-build capacity by Vermont Heating and Ventilation (VHV). VHV is not responsible for supplying power from the existing sub panel to their equipment, only low-voltage wiring. The general contractor (G.C.) will coordinate efforts directly with VHV and the chosen electrical contractor.

Any and all mechanical, electrical, plumbing, and fire protection work should be completed by an appropriate licensed contractor as needed.

7. Fire protection adjustments. The existing sprinkler system will need to be modified to accommodate the new Fitness Center layout & accompanying ACT ceiling. One new sprinkler head will be installed at the new exterior wood-framed canopy, outside the dance studio. This work shall be coordinated by the G.C. with Firetech, the original installer of the system.

Pre-Bid Meeting

There will be an opportunity for prospective Bidders to meet with VIA and the PHBC for a walk-through and question and answer session as follows:

Date: Thursday, November 29, 2018
Time: 9:00 AM
Location: Pierce Hall Community Center (meet in front of building)
38 South Main Street, Rochester, VT

Participation at the Pre-Bid Meeting is mandatory. The purpose of this meeting is to give bidders the opportunity to see the project site and ask questions about the building, documents, and process.

Answers to Questions at the Pre-Bid meeting will be distributed to all bidders.

Further questions may also be submitted, by email, until the deadline for questions noted above. Questions will be answered by the appropriate individual(s) within 3 business days. Questions and answers will be shared with all bidders.

Exhibits included with this RFP:

Included as part of this RFP are the following documents:

DRAWINGS

See attachment: '02 PHCC Fitness Center Drawing Set 111918'

CS	Cover Sheet	Issued 11/19/18
A-1.2	Lower Level Egress Plan	Issued 11/19/18
A-2.0	Lower Level Existing Conditions/Demo Plan	Issued 11/19/18
A-2.1	Lower Level Floor Plan	Issued 11/19/18
A-3.1	Lower Level Reflected Ceiling & Power Plan	Issued 11/19/18
A-4.1	West Elevation & Exit Details	Issued 11/19/18
A-6.1	Section/Millwork Details & Schedules	Issued 11/19/18
A-8.1	Vertical Circulation Plans & Details	Issued 11/19/18
S-1.2	Structural - Lower Level Framing Plan	Issued 4/13/09
S-SK1	Structural - Spiral Stair Opening, Notes, & Details	Issued 5/31/18
S-SK2	Structural - Canopy on West Wall of Building	Issued 5/31/18
M-SK1	Proposed Mechanical Layout – Lower Level	Issued 1/23/18

SPECIFICATIONS

See attachment: '03 PHCC Fitness Center Narrative Specifications 111918'

Project Schedule

Unless negotiated otherwise, project construction shall commence on or before Mid-February, 2019.

Contractors shall submit a complete proposed construction schedule with their bid, confirming their ability to start construction in mid-February, 2019 (or shortly thereafter) and confirming a substantial completion date.

Project Team

ARCHITECT:

Vermont Integrated Architecture, P.C.

Andrea Murray, Principal/Project Architect - andrea@vermontintegratedarchitecture.com

Jesse Gillette, Architectural Designer - jesse@vermontintegratedarchitecture.com

802-989-7249

STRUCTURAL ENGINEER:

Engineering Ventures, P.C.

Bob Neeld, President/Engineer – bobn@engineeringventures.com

802-863-6225

MECHANICAL/PLUMBING DESIGN-BUILD:

Vermont Heating and Ventilating Company

Steve Poole, Engineer - spoole@vhv.com

802.861.6133

FIRE PROTECTION:

Fire Tech Sprinkler Corp, P.C.

802.655.1866

NOTE: Electrical work shall be completed in a design-build capacity based on the lighting and power plan prepared by VIA and included in this bid package. While not a requirement, Louis Donnet of Lubek Electric, LLC of Rochester (767-3098) has done all the electrical work in the building to date and should be considered for the electrical portion of this project. Any changes to these plans shall be reviewed and approved by the PHBC and VIA prior to installation.

Permitting & Inspections

State of Vermont Construction Permit will be obtained by Architect and/or Owner prior to the construction start.

Town of Rochester approval will be in hand before the construction start date.

Approval to proceed from the State of Vermont Division of Historic Preservation has been obtained.

All required construction trade permits and inspections are the responsibility of the Contractor.

Submission Requirements

Each bidding contractor is required to complete the attached bid form '04 PHCC Fitness Center Bid Form 111918' to provide their proposed bid contract value and their proposed contract percentages for adjustments to the scope of work.

Each bidding contractor is required to submit a schedule of values along with their proposed base bid contract value by Thursday, June 30, 2018, 4:00 PM. This submission is delayed to allow bidding contractors time to organize their schedule of values. The schedule of values document shall also include a list of bidding contractor's major subcontractors with sub-contract values over three thousand dollars.

Each bidding contractor is required to provide three (3) reference projects of similar building type, scope and size completed by the bidding contractor in the past five years, including contact information for each project's owner or owner's representative. Contact information shall include current phone numbers and email addresses.

Each bidding contractor is required to submit a proposed construction schedule, as noted in the project schedule section above.

Alternates

Bidders shall include alternate pricing for required Alternates on their bid forms. The Owner reserves the right to accept or reject Alternates in any order that best meets the needs and interests of the PHCC.

Allowances

None.

Submission Procedure

Proposals conforming to the requirements set out below must be received by Bruce Flewelling, PHCC Building Committee Chair by email no later than Friday, January 11, 2019, 4:00 PM. All submissions shall be copied to Andrea Murray at Vermont Integrated Architecture, P.C.

Bruce Flewelling, PHCC Chair
bflewelling3263@comcast.net

Andrea Murray, Principal/Project Architect
Vermont Integrated Architecture, PC
andrea@vermontintegratedarchitecture.com

Electronic submissions shall include the Bid Form, reference projects, and the contractor's proposed schedule. All components of the submission shall be in Adobe Acrobat® PDF format. All submissions shall be formatted to print on 8 ½" x 11" letter-sized paper.

Proposals must state that bids are valid for a period of at least forty-five (45) days.

If for some reason you need to submit a physical printed proposal, please inform Bruce and Andrea of this intent.

PHCC and VIA may consider any bid not prepared and/or not submitted in accordance with the provisions hereof as incomplete. PHCC and VIA reserve the right to waive irregularities and to reject any or all bids. The Owner also reserves the right to negotiate with the selected bidder in the event that the price exceeds projected cost estimates.

Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered.

Modification of Bids

Modifications to bids already submitted will be allowed if submitted in writing prior to the bid date and time noted in this Request for Proposals.

Opening, Evaluation, and Contracting

Note that PHCC is not legally obliged to select the lowest bid. PHCC and VIA will review all submitted proposal materials prior to selecting a contractor for this project. All proposals satisfying the requirements of this Request for Proposals will be evaluated to establish which of the proposals best fulfills the needs of this project. PHCC anticipates entering into a contract with the most successful bidder to execute the proposed work.

All proposals upon submission become the property of PHCC. This Request for Proposals does not commit PHCC to award a contract, to pay any costs incurred in the preparation of a proposal or to contract for the goods and/or services offered. PHCC reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified offerors or to cancel this Request for Proposals, if it is in the best interest of PHCC to do so.

Forms of Agreement

PHCC anticipates using the 'AIA 101 – 2007 – Standard Form of Agreement between Owner and Contractor where the basis of payment is Stipulated Sum' as the contract for this project. The contractor will have an opportunity to propose acceptable alterations to this agreement.

Disbursements

The Bid Template submitted by bidders will be used as a schedule of values for the project. Requisitions shall be based on the schedule of values. Contractors shall use AIA 'G702 – 1992' Application and Certificate for Payment.

Guarantee, Service Contract and Warranties

The successful bidder will be required to guarantee that all work shall remain free of defects for one (1) full year after project completion. Project specifications may require further system warranties. Manufacturer's Warranties on all equipment and other Architectural Warranties shall be collected, bound and submitted to the Owner for their record and possible future use.

Insurance Requirements

This project requires the contractor and major subcontractors to submit proof of General Liability Insurance, Auto and Workmen's Compensation as required by the State of Vermont.

Performance and Payment Bonds

Each Bidder shall furnish a performance bond covering the complete execution of the project according to the contract documents and a payment bond covering payment of any and all obligations associated with the project. The cost of these bonds shall be identified on the Bid Form.

Release of Lien – Lien Waiver

Upon entering into a contract with PHCC, the selected Contractor shall waive, discharge, and release any and all liens, claims, and rights to liens against the above-mentioned project, and any and all other property owned by or the title to which is in the name of PHCC and against any and all funds of PHCC appropriated or has available for the construction of the project, and any and all warrants drawn upon or issued against any such funds or monies, which the Contractor may have or may hereafter acquire or possess as a result of the furnishing of labor, materials, and/or equipment, and the performance of Work by the Contractor on or in connection with this project, whether under and pursuant to the above-mentioned contract between the Contractor and the Owner pertaining to this project or otherwise, and which said liens, claims or rights of lien may arise and exist.