

## BID PACKAGE AND WRITTEN SPECIFICATIONS

### GENERAL INFORMATION

#### General

**Project Name:** Thomas Fleming Re-roofing project, 2025. Essex Junction, VT

**Owner:** **Essex-Westford School District.** Attn: Garry Scott, Property Services, Essex Community Educational Center, 2 Educational Way, Essex Junction, VT 05452.

**Brief Summary:** Remove existing slate roofing and replace with new asphalt shingle roofing. Minor repairs to small areas of vertical slate on existing dormers.

**Project Team:** Architects Scott + Partners, Inc.  
Project Architect John Alden, AIA

Environmental Testing by the Owner

**Owner's Bidding Method:** Public Advertised Bid based on Drawings & Specs

**Bid Documents:** Written Project Specifications  
Project Manual including limited technical specifications  
Bid Form

Drawings  
See attached drawing package

### DIVISION 0 - BIDDING REQUIREMENTS

#### 00 0100 Advertisement to Bidders

1. The Essex-Westford School District, hereinafter called the "Owner or District", invites qualified Roofing Contractors to bid on this reroofing project.
2. The project scope includes removal of existing Slate roof shingles and installing new underlayment and asphalt roof shingles. See Bid Documents for full scope and specifications.
3. Bid Packages including bid forms may be obtained starting Wednesday, April 2<sup>nd</sup>, 2025 without charge from the Architect. Contact John Alden at Scott + Partners, Inc. 802-879-5153 or email (preferred) at [jba@scottpartners.com](mailto:jba@scottpartners.com). Bid Documents will also be available through the Essex-Westford School District website: <https://www.ewsd.org/page/purchasing-bids>
4. A non-mandatory Pre-bid Conference will be held on-site on Monday, April 21, 2025 at 10:00am. All bidders are encouraged to attend. Failure to observe on-site conditions prior to the bid is at the bidder's own risk.
5. **Sealed Bids shall be received** at the Property Services office located in the lower level of the Essex High School building, 2 Educational Drive, Essex Junction, Vermont, 05452 (Door No. 10 across from the Skating Facility) no later than **2:00PM on Thursday, April 29, 2025**. Bids shall be marked "THOMAS FLEMING SCHOOL RE-ROOFING BID". Bids submitted by the deadline will be opened immediately and recorded in public. Emailed bids will also be accepted provided they are received prior to the deadline. Emailed bids shall be sent to [jba@scottpartners.com](mailto:jba@scottpartners.com) , [nwheel@ewsd.org](mailto:nwheel@ewsd.org) , and [nmcintosh@ewsd.org](mailto:nmcintosh@ewsd.org) .
6. The construction budget is under \$500,000 dollars. The project is subject to State bidding rules found in 16 VSA Section 559 and Vermont State Board of Education Rules, 6300-6400 and 9000 series.
7. Schedule: preparation and submittal work may commence immediately upon award and receipt of a notice to proceed. Weather permitting, it is anticipated that on-site activities may begin June 16th, 2025 (Start of Summer Vacation) and shall be Substantial Complete by August 1<sup>st</sup>, 2025.

8. Student and staff safety is paramount. Special badging or work zones may apply, especially before or after the above work dates. All onsite activities shall be reviewed and coordinated with the District prior to start of work. The District Security and Safety Policies shall be reviewed and adhered to by all on-site workers.
9. Questions regarding the project may be directed to John Alden, AIA at the above address.
10. A Bid Bond in the amount of 5% of the bid amount shall be furnished with the bid. Submit on AIA form A310.
11. The successful bidder will be required to enter into an Owner-Contractor agreement in the form of an AIA A107, 2007 ed.
12. A Performance and Payment Bond in the amount of 100% of the contract value will also be required of the successful bidder.
13. Prices quoted shall be honored by bidders for a minimum of one (1) month beyond the bid date.
14. The Owner reserves the right to reject any and all bids.

## **00 0200 Instructions to Bidders**

1. **BIDS** Qualified roofing bidders are invited to submit bids as indicated above and published on the District website. See *00 0100 Advertisement to Bidders* above.
2. **METHOD OF BIDDING**
  - A. Proposals must be submitted on prescribed *Bid Forms* (attached below) or copies thereof.
  - B. Hand delivered and emailed bids will be accepted if received before the published bid deadline.
3. **METHOD OF AWARD**
  - A. Owner will award a Contract based on the base bid. Alternates, if any, will be given consideration after the award.
4. **IRREGULAR BIDS**
  - A. Bids may be considered irregular or non-responsive and rejected for the following reasons unless otherwise provided by law:
    1. If the bid form provided is not used or altered.
    2. If there are unauthorized additions, conditional bids or irregularities of any kind which may tend to make bid incomplete, indefinite or ambiguous as to its meaning.
    3. If bidder fails to insert alternate prices for all alternates or unit prices.
  - B. The Owner reserves the right to reject any and all bids and to waive irregularities or informalities as may be deemed in the Owner's interest.
5. **BID BOND**
  - A. A Bid Bond is required in the amount of 5% of the bid. See *00 0100 Advertisement to Bidders*.
6. **PERFORMANCE AND PAYMENT BOND**
  - A. A Performance and Payment Bond will be required in the amount of 100% of the contract amount.
  - B. Bidders shall show evidence of their ability to obtain a bond. In the sealed bid envelope, include a letter from Bonding Agent stating that the bidder has sufficient bonding capacity for this project.
7. **BIDDERS QUALIFICATIONS**
  - A. Bidders shall have been in business for a minimum of 3 years doing work of a similar nature and size.
  - B. Bidders shall provide a list of three recent similar projects with contact persons and current phone numbers (see Bid Form).

## 8. INSURANCE

A. The General Contractor shall carry adequate liability insurance, meeting or exceeding the requirements as established herein. (The Owner shall carry Builder's Risk Insurance).

Type of Coverage	Limits of Liability Minimum
<u>Workers Compensation</u> and Employers Liability	Per VT State requirements
<u>General Liability</u> , including Bodily Injury Liability, Property Damage, Contractual Liability and asbestos related Activities.	\$1,000,000 per Occur. \$2,000,000 Aggregate
Automobile Liability including hired and non-owned liability.	\$500,000

B. The Bodily Injury Liability and Property Damage Liability insurance above shall be written on a comprehensive form and shall include, but not be limited to, coverage for Premises and Operations, Products and Completed Operations, removal of "XCU" exclusions, and Broad Form Property Damage. The Contractual Insurance shall specifically cover and insure the indemnity set forth above. All of the above-described insurance policies shall contain provisions that the insurance companies will have no right of recovery or subrogation against the Owner.

C. The Owner and the Architect shall be named as "Additional Insured" on the Contractors Insurance Certificate submitted for this project.

D. The Contractor shall submit certificates of insurance prior to beginning work.

## 9. CONTRACT FORM

A. A.I.A. document A104 - 2017, *Abbreviated Owner – Contractor Agreement for Projects of Limited Scope*, will be used on this project and is hereby made a part of the Contract Documents.

## 10. GENERAL CONDITIONS OF THE CONTRACT

A. Use of A.I.A. document A201 – 2017 General Conditions of the Contract for Construction is hereby made a requirement of the Contract Documents and is made part hereof.

## 11. SUPPLEMENTAL GENERAL CONDITIONS

A. Resolution of Disputes: Omit all references to Arbitration, including *AIA A201 Article 4.6 Arbitration* in its entirety. Disputes shall be resolved first by Mediation as outlined in the AIA A201, and secondly, if necessary, through the courts.

00 3000 **Bid Form**  
Attached after this document.

00 8500 **Special Project Requirements**

1. This project is on Public Property. No firearms, tobacco, alcohol or illegal substances are permitted on site.
2. This project is tax exempt. The owner will furnish the tax exempt number to the successful contractor.
3. See other requirements in Division 1 and following technical sections.

## DIVISION 1 - GENERAL REQUIREMENTS

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01 1005 **General Requirements**

1. State and local Building permit and fees: paid for by        Contractor        Owner. No permits are anticipated as roof covering replacement only. (Maintenance).

2. Construction schedule: Contractor shall provide a written Schedule or bar-chart outlining proposed work components and schedules and showing coordination with Owner's ongoing activities..
3. Contractors field office:  x  not required    required
4. Temporary heat, water, power:    paid by Contractor  x  paid by Owner. Available at the building.
5. Temporary toilets:  x  portable toilets paid for by the Contractor    designated toilet in building. Locate where directed by the Owner.
6. Construction fence  x  required, Contractor shall secure the work area and protect building users and the public from equipment, staging, lifts and other potentially dangerous conditions.
7. Construction photographs or videotapes  x  not required    required.
8. See other requirements in the technical specification sections attached below.
9. Contractor shall comply with state and federal regulations for demolition and renovation activities. Contractor shall have or make arrangements to obtain all required certifications necessary to perform the work indicated in the Contract Documents.
  - Training and certification required on ALL renovation work. In April 22, 2010, a new FEDERAL requirement took affect requiring EPA approved Renovation, Remodeling and Painting (RRP) certifications. The Contractor shall provide the required certifications and EPA-RRP trained staff for this project.
  - Asbestos: The Owner is not aware of any asbestos containing products affected by the work of this project.
  - Lead: The project area may contain existing Lead or Lead based flashings. These are scheduled to remain. See technical sections for reuse.
  - At least 10 days prior to the start of any onsite work, the Contractor shall fill out and file all notifications to AHJs including the VT Dept of Health and the EPA (NESHAP). The forms are available at <http://www.healthvermont.gov/enviro/asbestos/asbestosregulatoryprogram.aspx>
10. The Owner is not aware of the presence of any other known hazardous materials in the jobsite work area. However, if the Contractor encounters any suspect materials, the Contractor shall not disturb the suspect materials and shall immediately notify the Owner and Architect. The Owner will provide any required testing and treatment/removal as necessary.

#### **Special project requirements:**

1. Existing Site Conditions and Restrictions: Public / School Building. No alcohol, firearms, illegal substances, etc.
2. Owner's use of the premises. Owner may have limited uses ongoing for staff and members of the public at the building. The contractors will maintain building exits in non-work areas of the building in usable condition at all times. Contractor shall maintain and protect non-work area entries and public access to the usable exits at all times. Coordinate use and protection of entries/exits with the Fire Marshal and owner. Note that the building is surrounded by public space and public parking on all sides. The work zone must be established and maintained to provide for the ongoing use of adjacent playfields and parking not affected by the work area while providing for public safety and site security. Coordinate use of site and fencing locations with the Owner.
3. Contractor's Use of Premises and Adjacent Facilities: Contractor will have parking and delivery access to the South, East and North of the work area. The contractor will have access to building power and water from this space.
4. Pre-purchased and Pre-ordered Items: none
5. Owner-Furnished and Owner-Installed Items: None.
6. Reuse of existing items: Decorative finials, step flashings and other related roofing elements where indicated.
7. Special Mock-Ups: none.

8. Submittals: submit product data sheets for all new materials, fasteners, equipment, and accessories. Submit color charts where finishes or colors are to be selected.
9. **Special Demolition – salvage of existing slate roofing tiles**: This project involves the removal of a significant quantity of slate roofing tiles. The tiles are over 100 years old and have been deemed beyond their useful life span. However, many of these tiles may be salvaged and reused.
  - 9.1. The Contractor shall include a qualified slate roofer on the project team to properly remove and salvage the existing tiles. Some tiles are to be reused on-site to reside the small slate-faced dormers on the North and South sides. Other salvaged tiles found to be in good condition shall be stockpiled and salvaged and removed from the site.
  - 9.2. All slate and other existing roofing materials shall be properly removed from the site and disposed of in a safe and legal manner.

#### **Allowances**

Bidders shall carry \$10,000 for incidental repair of existing slate roofing used on the sidewalls of the small roof dormers. See Bid Form.

#### **Alternates**

1. Alternate No. 1: N/A

#### **Unit Prices**

1. Price for replacing deteriorated roof sheathing, match existing in type, rating and thickness. Assume old board format, 1x10s. 3/4" structural plywood may be used to replace larger areas if needed. See Bid Form.

#### **Inspection and Testing Requirements**

The owner will arrange and pay for any testing or monitoring it deems necessary.

#### **Submittal Form**

Provide name, address, phone number, submittal information, details of installation and other requirements noted on plans. Allow up to 7 days for review. All Submittals will be made electronically except physical samples of proposed materials.

## **DIVISION 2-16: Summary of Work in Technical Sections**

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### **DIVISION 2 – DEMOLITION AND EXISTING CONDITIONS**

02 4000 General Architectural Provisions

### **DIVISION 7 - THERMAL AND MOISTURE PROTECTION**

07 3113 Asphalt Shingles (and associated underlayment, flashings and sheet metal)

**END OF SECTION**

**SECTION 02 4000**  
**GENERAL ARCHITECTURAL PROVISIONS**

**PART 1 GENERAL**

**1.01 RELATED DOCUMENTS**

- A. Division 1, and all technical specification sections.
- B. Contract Drawings.

**1.02 SUMMARY**

- A. General:

This section includes general system descriptions and requirements for Architectural installations. This work has been designed for bidding and construction under the terms of this bid package.

- B. Architectural Work:

1. General Scope: Replace existing slate roofing and trims with new fiberglass asphalt singles on underlayment and associated trims. Provide all labor and materials necessary to furnish a complete and functional, weathertight product.
2. Architectural Work shown herein has been designed and stamped by a Licensed VT Architect.
3. All fabrication and installation work shall comply with the current editions of the VT Fire and Building Safety Code, current edition (2015).
6. Specific Abbreviations and Definition of Terms
  - a. "Contractor" shall mean the successful Contractor (Prime) awarded the Work.
  - b. "Provide" shall mean the Contractor shall furnish and install complete.
  - c. "Owner" or "Contract Administrator" shall mean the Village of Essex Junction.
  - d. "MEP/FP" shall mean mechanical, electrical, plumbing, and fire protection.

**7. General Requirements:**

The following general Work categories and scopes are required for the Work.

- a. Existing Conditions: Contractor shall make a complete survey of the existing building and specific area of work required to assess and deliver the finished product called for in the bid documents.

Provide field confirmation of existing building construction, dimensions, layout, and other conditions affecting delivery of the project.

Not all items to be removed or to remain are noted herein; Contractor is responsible for its own field survey, exiting system discovery, and full coordination with existing conditions.

- b. Roof Replacement: This project is primarily a roof replacement project. See drawings and specifications for full Scope.

i. Existing Slate sided dormers are to be resided using existing slates. Replace damaged or deteriorated slates with salvaged slates from the roof. Replace step flashing.

ii. Salvage existing roof slates. Reuse best slates on dormer sides as needed.

- c. Demolition, Cutting and Patching: Limited demolition, cutting and patching is required as part of this project. The intent is to minimize the disruption to the existing building fabric while achieving the project goals.

### **1.03 SUBMITTALS**

- A. Submit all proposed products to be installed on this job to the Architect for review. Include product data, warranty information, installation instructions, and samples for color selection.
- B. Apply Contractor's stamp on each copy of each submittal, signed or initialed, certifying that the product/submittal is in accordance with the requirements of the Work and Contract Documents.
- C. Architect's acceptance of submittal(s) shall not relieve Contractor of responsibility for any deviation from the requirements of the Contract unless Contractor has informed the Architect, in writing, of such deviation at the time of submission and Architect and Owner has given written acceptance to the specific deviation, nor shall acceptance relieve Contractor from responsibility for errors or omissions in the submittal.
- D. Submit shop drawings and product data grouped to include complete submittals or related systems, products and accessories in a single submittal.
- E. Contractor shall not purchase or install any equipment or material without accepted submittal. Equipment purchased or installed without submittal acceptance by the Owner/Architect is done at the sole financial risk of the Contractor.
- F. Provide "attic stock", left over paint, spare parts and other accessories as indicated the specifications or customary in the trade.
- G. Provide all record drawings, warranties, and maintenance directions at the end of the job.

### **1.04 REGULATORY REQUIREMENTS**

- A. Refer to Division 01 and VT Asbestos regulations noted above.
- B. Coordinate specifically with the Owner on use of the premises, parking lot and building areas. All schedules must be reviewed and accepted by the Owner.

### **1.05 PROJECT COORDINATION**

- A. Coordinate and install work in locations as described for a complete and functioning system.
- B. It is the responsibility of the Contractor to coordinate the work of their trade with all other trades prior to the commencement of construction. Where performance standards are indicated, the Contractor shall provide all materials and labor, means and methods to achieve the finish product indicated.

### **1.06 RECORD DRAWINGS**

- A. Submit in accordance with Division 01 Closeout Procedures.
- B. During the progress of the work, the Contractor shall furnish and keep on file at all times a complete and separate set of black or blue line print record documents. Each shall be clearly, neatly and accurately noted, promptly, as the work progresses, all changes, revisions, additions, deletions and deviations from the work. Wherever the work was installed, other than as shown on the Contract Drawings, the changes shall be so noted.

### **1.07 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver products to the project properly identified with names, model numbers, types, grades, compliance labels, and other information needed for identification.
- B. Storage of materials, equipment, etc. as directed by the Owner and/or as described in Division 01.

### **1.08 OPERATION AND MAINTENANCE MANUALS**

- A. Submit in accordance with Division 01 Closeout Procedures.

## **1.09 SUBMITTALS AND PRODUCT SUBSTITUTIONS**

- A. Submit in accordance with Division 01 Submittal and Substitution Procedures.
- B. **SUBSTITUTIONS** – Materials shall be as specified herein, except, consideration shall be given to other products that meet or exceed those specified if requested as substitutions. See Division 1 for request requirements.

## **PART 2 PRODUCTS**

### **2.01 GENERAL**

- A. All materials and equipment shall be new and of the best quality and shall conform to standards and carry labels in every case where standards have been established.
- B. To the maximum extent possible, all related components and equipment for any one system shall be the product of a single manufacturer, unless specifically noted otherwise. Contract Administrator or Architect reserves the right to not accept and reject equipment from various manufacturers when acceptable components can be secured from fewer manufacturers and to require that source of materials be unified to the maximum extent possible.

### **2.02 PAINTING**

- A. Where indicated, Clean and paint to match original finish, all items scratched or otherwise damaged. Provide factory touch-up paint for equipment repairs.
- B. Provide prefinished materials where indicated. Touch up where scratched or damaged during installation in accordance with the manufacturer's instructions.

## **PART 3 EXECUTION**

### **3.01 ROUGH-IN**

- A. Verify final locations for rough-ins with field measurements and with the requirements of the actual equipment to be connected.

### **3.02 INSTALLATION**

- A. Furnish, install and protect all necessary guides, anchors and attachment bolts, and all other appurtenances required for the installation of components and systems. These shall be of ample size and strength for the purpose intended.

### **3.06 CLEANING**

- A. Protect equipment against sealant drips, dust, weather, etc., during construction and leave all equipment clean. Wipe down all equipment and remove shipping labels. Sweep the work areas; remove from the premises all debris and unused material and leave premises in a clean and neat condition.
- B. Observe all new materials thoroughly. Repair any items dented, scratched, or otherwise damaged in any manner and paint to match original/final finish. All items so repaired and refinished shall be brought to the attention of the Architect/Engineer for observation and acceptance.

### **3.07 GUARANTEE**

- A. Guarantee all work and equipment installed under this Section of the Specifications against any defects which may occur per Division 01. Guarantee all other work and damage as a result of such defects. Coordinate with the Owner for requirements of guarantee.
- B. Replace any material and equipment prior to final acceptance, which is corroded or otherwise damaged through the failure to properly operate and maintain the installation during construction or testing.
- C. Keep the work in repair and replace any defective materials, equipment or workmanship upon notice from the Contract Administrator for a period of one (1) year from date of acceptance. Where longer

warranties are required (e.g. shingles), provide all warranty materials in the Owner's name in the O&M/ closeout submittal documents.

- D. Materials or equipment requiring excessive service during the first year of operation shall be considered defective.

**END OF SECTION**

## **SECTION 07 3113 ASPHALT SHINGLES**

### **PART 1 GENERAL**

#### **1.01 SECTION INCLUDES**

- A. Asphalt shingle roofing.
- B. Flexible sheet membranes for eave protection, underlayment, and valley protection.
- C. Associated metal flashings and accessories.
- D. Specialty items

#### **1.02 REFERENCE STANDARDS**

- A. ASTM D1970/D1970M - Standard Specification for Self-Adhering Polymer Modified Bituminous Sheet Materials Used as Steep Roofing Underlayment for Ice Dam Protection 2021.
- B. ASTM D3462/D3462M - Standard Specification for Asphalt Shingles Made From Glass Felt and Surfaced with Mineral Granules 2019.
- C. ASTM D4586/D4586M - Standard Specification for Asphalt Roof Cement, Asbestos-Free 2007 (Reapproved 2018).
- D. ASTM D7158/D7158M - Standard Test Method for Wind Resistance of Asphalt Shingles (Uplift Force/Uplift Resistance Method) 2020.
- E. ASTM E108 - Standard Test Methods for Fire Tests of Roof Coverings 2020a.
- F. ASTM F1667 - Standard Specification for Driven Fasteners: Nails, Spikes, and Staples 2021.
- G. ICC-ES AC188 - Acceptance Criteria for Roof Underlays 2012, with Editorial Revision (2015).
- H. SMACNA (ASMM) - Architectural Sheet Metal Manual 2012.

#### **1.03 SUBMITTALS**

- A. Product Data: Provide data indicating material characteristics.
- B. Shop Drawings: For metal flashings, indicate specially configured metal flashings.
- C. Samples: Submit two samples of each shingle color indicating color range and finish texture/pattern; for color selection.
- D. Manufacturer's Installation Instructions: Indicate installation criteria and procedures.
- E. Warranty Documentation: Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.
- F. Maintenance Materials: Furnish the following for Owner's use in maintenance of project. See Section 02 2400 - General Architectural Provisions.

#### **1.04 QUALITY ASSURANCE**

#### **1.05 FIELD CONDITIONS**

- A. Do not install shingles or eave protection membrane when surface temperatures are below 45 degrees F.

#### **1.06 WARRANTY**

- A. Correct defective work within a 5-year period after Date of Substantial Completion.
- B. Provide limited lifetime manufacturer's warranty for the shingles.
- C. Install to achieve High-Wind Upgrade warranty for windspeed of up to 130mph.

### **PART 2 PRODUCTS**

#### **2.01 MANUFACTURERS**

- A. Asphalt Shingles:

1. Basis of Design: IKO Industries Inc; Cambridge: [www.iko.com/#sle](http://www.iko.com/#sle).
2. Other acceptable manufacturers:
  - a. Owens Corning Corp: [www.owenscorning.com/#sle](http://www.owenscorning.com/#sle).
  - b. GAF; Timberline HDZ RS Shingles: [www.gaf.com/#sle](http://www.gaf.com/#sle).

## 2.02 ASPHALT SHINGLES

- A. Asphalt Shingles: Asphalt-coated glass felt, mineral granule surfaced, complying with ASTM D3462/D3462M.
  1. Fire Resistance: Class A, complying with ASTM E108.
  2. Algae Resistant.
  3. Color: Red-Gray, Slate look
- B. Hip Ridge Cap shingles:
  1. Prefabricated shingles from same manufacturer as field shingles.
  2. Specifically designed for ridge cap application.
  3. Color matched with field shingles. Red-Grey.

## 2.03 SHEET MATERIALS

- A. Eave Protection Membrane:
  1. Eave Protection Membrane: Self-adhering polymer-modified asphalt sheet complying with ASTM D1970/D1970M; 40 mil total thickness; with strippable treated release paper and polyethylene sheet top surface.
  2. Products:
    - a. Grace - Ice and Water Shield, or accepted equal.
- B. Underlayment: Synthetic non-asphaltic sheet, intended by manufacturer for mechanically fastened roofing underlayment without sealed seams.
  1. Type: Woven polypropylene with anti-slip polyolefin coating on both sides.
  2. Minimum Requirements: Comply with requirements of ICC-ES AC188 for non-self-adhesive sheet.
  3. Self Sealability: Passing nail sealability test specified in ASTM D1970/D1970M.
  4. Low Temperature Flexibility: Passing test specified in ASTM D1970/D1970M.
  5. Water Vapor Permeance: Vapor retarder; maximum of 1 perm, when tested in accordance with ASTM E96/E96M Procedure A (desiccant method).
  6. Fasteners: As recommended by manufacturer or building code qualification report or approval.
- C. Flexible Flashing: Self-adhering polymer-modified asphalt sheet complying with ASTM D1970/D1970M; 40 mil total thickness; with strippable treated release paper and polyethylene sheet top surface.

## 2.04 ACCESSORIES

- A. Roofing Nails: Standard round wire shingle type, galvanized steel, stainless steel, aluminum roofing nails, or copper roofing nails, minimum 3/8-inch head diameter, 12-gauge, 0.109-inch nail shank diameter, 1-1/2 inches long and complying with ASTM F1667.
- B. Other fasteners as recommended by shingle manufacturer.
- C. Asphalt Roof Cement: ASTM D4586/D4586M, asbestos-free.

## 2.05 METAL FLASHINGS

- A. Metal Flashings: Provide sheet metal eave edge, gable edge, ridge, hip, chimney flashing, dormer flashing, and other flashing indicated.
  1. Form flashings to profiles indicated on drawings or as contained in the latest edition of SMACMA.
  2. Form sections square and accurate to profile, in maximum possible lengths, free from distortion or defects detrimental to appearance or performance.
  3. Hem exposed edges of flashings minimum 1/4 inch on underside.

- B. Sheet Metal: At Roof edges and other locations not specified below: Prefinished aluminum, 26-gauge, 0.017-inch minimum thickness min, or per SMACMA for the intended use, whichever is heavier; PVC coating; Red, or color as selected by Architect from standard color offerings.
- C. Brick wall, chimney step-flashings, other exposed flashings not listed above and requiring replacement: match existing flashings in material, shape, size, profile and color.
- D. Valley Flashing: Sheet Copper. 16 oz. or as per the latest edition of SMACMA.
- E. All flashings to conform to SMACMA recommended gauge for use and material type.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify existing conditions prior to beginning work. Where necessary, verify surfaces and conditions after demolition/removal of existing roof coverings.
- B. Verify that roof deck is of sufficient thickness to accept fasteners.
- C. Verify that all existing roof penetrations and plumbing stacks are solid, properly braced/supported and flashed to deck surface.
- D. Verify deck surfaces are dry, free of ridges, warps, or voids.
  - 1. Examine roof deck boards from the underside in the attic to locate potential areas of water damage. Specifically examine areas around chimneys and penetrations.
- E. Identify existing flashings and adjacent materials NOT scheduled for removal. Protect items scheduled to remain from damage during demolition/removals.

### **3.02 PREPARATION**

- A. See Demolition drawings for removal of existing shingles and other roof components.
- B. Coordinate with phasing schedule approved by owner for removal of existing roof coverings and preparation for re-roofing.
- C. Follow underlayment and shingle manufacturer's written instructions for sub-surface/roof preparation.
- D. Replace damaged, rotten, or deteriorated wood decking. (See Allowances and Unit Prices).
- E. At areas where eave protection membrane is to be adhered to substrate, fill knot holes and surface cracks with latex filler.
- F. Broom clean deck surfaces before installing underlayment or eave protection.

### **3.03 INSTALLATION - EAVE PROTECTION MEMBRANE**

- A. Install eave protection membrane from eave edge at least 3 feet up-slope beyond interior face of exterior wall, or as shown on drawings.
- B. Install eave protection membrane in accordance with manufacturer's instructions and NRCA (RM) applicable requirements.

### **3.04 INSTALLATION - UNDERLAYMENT**

- A. Underlayment at Roof Slopes Greater than 4:12: Install underlayment perpendicular to slope of roof, with ends and edges weather lapped minimum 4 inches; stagger end laps of each consecutive layer, nail in place, and weather lap minimum 4 inches over eave protection.
- B. Weather lap and seal watertight with roof cement any items projecting through or mounted on roof.

### **3.05 INSTALLATION - VALLEY PROTECTION**

- A. Install valley protection in accordance with SMACNA.
- B. At Exposed Valleys: Over eave protection membrane, Install one layer of sheet metal copper flashing, centered over open valley and crimped to guide water flow; weather lap joints minimum 2-inch wide band of lap cement along each edge of first layer. See Valley Flashing detail on the drawings.

### **3.06 INSTALLATION - METAL FLASHING AND ACCESSORIES**

- A. Install flashings in accordance with manufacturer's instructions and NRCA (RM) applicable requirements.
- B. Weather lap metal flashing joints at least 2 inches and seal joints weathertight.
- C. Items Projecting Through or Mounted on Roofing: Flash and seal weathertight with roof cement. Supplement existing flashings and seals as necessary to provide weathertight finished product. Confirm from attic below that no daylight can be seen at penetrations/flashings.
  - 1. Identify anchorage requirements for existing hip finials. Remove and reinstall as necessary for watertight, solid attachment.

### **3.07 INSTALLATION - SHINGLES**

- A. Install shingles in accordance with manufacturer's instructions manufacturer's instructions and NRCA (RM) applicable requirements.
  - 1. Fasten strip shingles using four nails per strip, or as required by manufacturer and local building code, whichever is greater for installation method and service level specified.
  - 2. Install to achieve High-Wind Upgrade warranty at 130mph wind-speed.
- B. Project first course of shingles 1/2 inch beyond fascia boards.
- C. Extend shingles 1/4 inch beyond face of gable edge fascia boards.
- D. Cap hips with individual CAP shingles, maintaining 5-inch weather exposure, and place to avoid exposed nails.
- E. At chimneys and other building faces, lace shingles into existing step flashings. Repair or replace any deteriorated or damaged flashings.
- F. Coordinate installation of roof-mounted components or work projecting through roof with weathertight placement of counterflashing.
- G. Reflash and seal around existing decorative finials (4). See drawings. Repaint finials "Red-Rust" color in Architectural Grade Oil-Based Exterior Paint.
- H. Complete installation to provide weathertight benefits.

### **3.08 PROTECTION**

- A. Do not permit traffic over finished roof surface.

**END OF SECTION**

SECTION 004100  
BID FORM

THE PROJECT AND THE PARTIES

1.01 TO:

- A. Owner: Essex-Westford School District (The District, or EWSD)
- B. Attention: Garry Scott, Director of Facilities
- C. 2 Educational Drive, Essex Junction, VT 05452

1.02 FOR:

- A. Project: **Thomas Fleming Re-roofing project, 2025.**

1.03 DATE: \_\_\_\_\_ (BIDDER TO ENTER DATE)

1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)

- A. Bidder's Full Name \_\_\_\_\_
  - 1. Address \_\_\_\_\_
  - 2. City, State, Zip \_\_\_\_\_

1.05 OFFER

- A. **BASE BID:** Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Bid Documents prepared by Scott + Partners, Inc. for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

(words) \_\_\_\_\_ dollars \_\_\_\_\_

(\$.\_\_\_\_\_), in lawful money of the United States of America.

All applicable federal taxes are included and State of Vermont taxes are included in the Base Bid Sum above and the Bid Alternate below. **This School District project is tax-exempt** to the extent allowed by law.

- B. **ALLOWANCE:** Bidders shall carry in their Base Bid amount a line-item allowance of \$10,000 USD for the care and salvage of existing slate roofing and slate dormer walls on the building. The Contractor will furnish the services of a qualified slate roofer.

- C. **ALTERNATE NO. 1:** N/A.

(words) \_\_\_\_\_ dollars \_\_\_\_\_

(\$.\_\_\_\_\_), in lawful money of the United States of America.

- D. **ALTERNATE NO. 2:** N/A.

(words) \_\_\_\_\_ dollars \_\_\_\_\_

(\$.\_\_\_\_\_), in lawful money of the United States of America.

## **1.06 UNIT PRICES**

A. Roof Sheathing: Indicate cost per square foot to replace damaged/wet/deteriorated roof sheathing boards to match existing (1x10) \$ \_\_\_\_\_ /SF.

## **1.07 ACCEPTANCE**

A. This offer shall be open to acceptance and is irrevocable for thirty days from the bid closing date.

B. If this bid is accepted by Owner within the time period stated above, we will:

1. Execute the Agreement within seven days of receipt of Notice of Award.

## **1.08 CONTRACT TIME**

A. Owner expects the roof work to be Substantially Complete by August 1<sup>st</sup>, 2025. Bidders may propose alternate completion date(s) where possible or required by sequence of demolition and new work. The Owner will review alternate proposals where advantages such as cost or disruption may be considered in their best interest.

## **1.09 CHANGES TO THE WORK**

A. The method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee will be:

1. \_\_\_\_\_ percent overhead and profit on the net cost of our own Work;
2. \_\_\_\_\_ percent on the cost of work done by any Subcontractor.

## **1.10 ADDENDA**

A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

1. Addendum # \_\_\_\_\_ Dated \_\_\_\_\_.
2. Addendum # \_\_\_\_\_ Dated \_\_\_\_\_.

## **1.11 BID FORM SIGNATURE(S)**

A. (Bidder - print the full name of your firm)

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B. (Authorized signing officer, Title)

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### **Enclosures:**

- Bid Bond in amount of 5% of bid.
- Qualifications Statement; list of 3 similar projects; name of qualified slate roofing.

**END OF SECTION**