

**City of Wauseon
230 Clinton Street
Wauseon, Ohio 43567**



Fire and Police Department Alterations

**David L. Geringer, P.E.
Consulting Engineer
107 Ditto Street, PO Box 99
Archbold, Ohio 43502
Drawings dated 8/13/2017**

Index

Notice to Bidders.....	3
Instruction to Bidders.....	4
General Conditions.....	7
Bid Form	9
1 – General Requirements	11
2 – Existing Conditions	17
3 – Metals.....	19
4 – Wood, Plastics, & Composites.....	20
5 – Thermal Moisture Protection.....	21
6 – Doors & Windows.....	23
7 - Finishes.....	28
8 - Mechanical	32
9 - Electrical	33
NON-COLLUSION AFFIDAVIT	34
PERSONAL PROPERTY TAX AFFIDAVIT.....	35
AFFIDAVIT OF CONTRACTOR OF SUPPLIER OF NON-DELINQUENCY OF PERSONAL PROPERTY TAXES	36
AFFIDAVIT UNRESOLVED FINDINGS FOR RECOVERY DATABASE (AUDITOR OF STATE) O.R.C. Section 9.24	37

Notice to Bidders

Bids will be accepted and contracts awarded for a combined General Construction; Heating, Ventilation, and Air Conditioning; and Electrical Components.

Sealed bids will be received by the City of Wauseon located at 230 Clinton Street, Wauseon, OH 43567 until 2:00 on December 12, 2017 for furnishing the material, labor and equipment necessary for the Fire and Police Department Alterations. Bids will be opened at 2:05 pm on December 12, 2017 on the second floor of the municipal building at the Council Chambers located at 230 Clinton Street, Wauseon, OH 43567.

The plans and specifications were prepared by: David L. Geringer, P.E.
107 Ditto Street, Archbold, OH 43502.
419-446-2118 – dgeringer@rtecexpress.net

The Bid Proposal, Plans, and Specifications for this Project may be obtained from The City of Wauseon at 230 Clinton Street, Wauseon, OH 43567 for \$5.00 per set. Checks are to be made out to the City of Wauseon and are non-refundable.

The City of Wauseon reserves the right to reject or accept any or all bids and to waive minor irregularities in the bidding procedure. Bids for the above described work must be made on blanks furnished. Bids received after the scheduled bid opening date and time, or not accompanied by a satisfactory bid bond or check, will neither be read nor considered. Bidders shall note the Rules and Regulations on Equal Employment Opportunity included in this contract.

Bids must be addressed to: The City of Wauseon
230 Clinton Street
Wauseon, OH 43567

And must be marked on the outside as "Bid for Fire and Police Department Alterations."

All questions, comments, and substitution requests must be submitted in writing by the contractor requesting the information and must be submitted to the "City of Wauseon." Correspondence shall be submitted via email to the City of Wauseon Fire Chief, Rick Sluder, 72 hours before bids are due at:

Rick Sluder
419-335-7831
firechief@cityofwauseon.com

Instruction to Bidders

1. Acquaintance with Conditions

- a. Bidders upon this work are cautioned to read the specifications from beginning to end in order to thoroughly acquaint themselves with the character of work shown on the plans.
- b. Before submitted a Proposal, bidders should visit the premises and ascertain the existing conditions of the site. The fact that a Proposal is submitted will be construed by the Owner to mean that the Bidder making such a Proposal has done so and agrees to carry out all work in full accordance with the provisions of the Plans and Specifications.

2. Interpretations of the Contract Documents

- a. If any Bidder is in doubt as to the meaning of any part of the Plans and Specifications, they must submit to the City of Wauseon a written request for an interpretation thereof.
- b. Any interpretation of the proposed documents will be made by addendum duly issued to all Bidders who have previously received drawings from the City of Wauseon.
- c. Should conflicts occur between Plans and Specifications, such discrepancies shall be called to the attention of the City of Wauseon for interpretation. In the event the City of Wauseon renders no interpretation for such conflicts, Specifications will take precedence; between Plans and Details, Details will take precedence.

3. Substitutions

- a. Bids will be based upon articles and materials called for in the Specifications.
- b. Whenever a material is specified by describing a product or by using the name of a manufacturer or supplier and the term "or equal" is not inserted, it may be applied. It will be assumed that the Contractor will furnish any product specified. No product will be construed or accepted as "equal" unless it has been approved by the City of Wauseon. IF THE CONTRACTOR CONTEMPLATES THE FURNISHING OF ANYTHING OTHER THAN THAT SPECIFIED, HE WILL SUBMIT HIS BASE BID ON WHAT IS SPECIFIED AND THEN STATE THE DIFFERENCE FOR THE SUBSTITUTION.

4. Proposal Form

- a. Bids will be made on forms supplied by the City of Wauseon without modification or alteration of the form.
- b. All blank spaces shall be filled before being submitted.
- c. The Bid shall be signed by each partner of a partnership or co-partnership or any an authorized officer of the corporation.
- d. Each Bid shall contain the prices and amounts typed or written in ink and expressed in words as well as in figures.
- e. Each Bidder is responsible for the prompt delivery of their Bid at the place designated above and before the due date and time.
- f. Any Addendums issued during the time of bidding shall be noted in the Bid Form.
- g. Only completed Bid Forms need to be submitted as the Bid.

5. Sub-Contractors and Suppliers

- a. Within seven (7) calendar days of notification by the City of Wauseon, the Contractor shall submit to the City of Wauseon the following:
 1. A breakdown of cost of each major item of work included in their bid
 2. An itemization of what portion of work listed in (1) above will be done by the Contractor's own work forces and what will be done by Sub-Contractors
 3. A list of Sub-Contractors proposed to do portions of the work:
 - i. The Contractor shall be responsible for establishing to the satisfaction of the City of Wauseon the reliability, competency, and responsibility of the proposed Sub-Contractor(s) to execute and complete the particular work portions of the work for which they are proposed.
 - ii. The City of Wauseon shall notify the Contractor within seven (7) days of the receipt of the list in writing if he has any reasonable objection to any Sub-Contractor listed. Should the City of Wauseon then refuse to enter into a Contract with the Contractor using that Sub-Contract, the Contractor shall have the option of presenting acceptable substitution(s) for the rejected Sub-Contractor(s) or withdrawing his Proposal.
 4. A list of all material and suppliers of material proposed to furnish materials of the work:
 - i. The City of Wauseon shall notify the Contractor within seven (7) days of the receipt of the list of any objections he may have to any proposed material suppliers
 - ii. No proposed Sub-Contractor, material, or supplier of material may be changed after their acceptance without the written consent of the City of Wauseon.

6. Date of Completion

- a. It is intended that this Project be started shortly after the "Notice to Proceed" is issued.
- b. The General Contractor shall submit to the City of Wauseon for his approval a work schedule for the Project which shall indicate completion dates for each phase of the Project. The total Project shall be completed by February 23, 2018. The Electrical, Heating, Ventilation, and Air Conditioning Contractor shall complete their work within the time frame established by the General Contractor and as approved by the City of Wauseon.

7. Qualifications

- a. Any bidder whose proposal is under consideration shall, upon request, promptly furnish satisfactory evidence of their financial resources, experience, and the organization and equipment they have available for the performance of the contract.

8. Bid Guarantee

- a. Pursuant to the provisions of Section 153.54, each bidder shall be required to file with his bid one of the following options:
 1. A bond in accordance with Division (B) of Section 153.54 of the Ohio Revised Code, providing for the Bid Guaranty and the Contract Bond in the full amount of the bid, or,
 2. A Certified Check, Cashier's Check, or Letter of Credit pursuant to Chapter 1305 of the Ohio Revised Code, in accordance with Division (C) of Section 153.54. The amount of the Certified Check, Cashier's Check, or Letter of Credit shall be equal to ten percent (10%) of the bid. If this option is used, the successful bidder as a condition of the contract shall furnish a Performance Bond issued by a surety company in the amount of one hundred percent (100%) of the contract price.

9. Examination

- a. Bidders shall carefully examine the documents and the construction site to obtain firsthand knowledge of existing conditions. Contractors will not be given extra payment for conditions which can be determined by examining the site and documents. There will be a contractors pre-bid walk-thru for examining the site on: 11/14/2017 at 10:00 am.

10. Questions

Submit all questions concerning the drawings and specifications to the Fire Chief at firechief@cityofwauseon.com, 419-335-7831 by November 30 at 10:00 am.

- a. If a question should point out a warranted revision to the drawings, specifications, or other documents, then a reply will be issued to all prime Bidders of record via addenda to the Specifications by the Architect or Owner.
- b. Questions received after November 30 cannot be answered.

General Conditions

1. Contract Documents

- a. The Contract Documents shall include the Legal Advertisement, Proposal, Bid Form, Contract Plans, and Specifications.

2. Engineer

- a. The Engineer as referred to in all Contract Documents is David L. Geringer P.E.

3. Owner

- a. The Owner as referred to in the Specifications and other Contract Documents is City of Wauseon.

4. Contractor

- a. The Contractor as referred to in all Contract Documents is the person, firm, or corporation to whom the Contract is awarded by the Owner and who is subject to the terms therein.
- b. Unless otherwise stipulated in the Specifications, all workmanship and materials incorporated in the work covered by this Contract are to be new and of best grades of their respective kinds for the purpose.
- c. Building Permits, issued by Wood County Building Inspection, including architectural, structural, electrical & heating, ventilation, and air conditioning will be furnished to the General Contractor by the City of Wauseon.
- d. All other permits, fees, and licenses shall be secured and paid for by the Contractors.
- e. The General Contractor shall submit four (4) copies of all shop drawings to the Owner for approval.

5. Payment Requests

- a. Immediately after the awarding of contracts by the Owner, the Contractor shall submit a detailed contract breakdown on AIA Form G703 for approval. After such breakdown is approved by the City of Wauseon, it shall be used for progress payment requests throughout the remainder of the job.
- b. The General Contractor shall submit their requests for payment on AIA Form 702. Three (3) copies of each request shall be submitted to the City of Wauseon's office on or before the first day of each month for work completed the previous month. Materials stored may be accepted for payment if evidence is provided that shows the material is stored, that it is clearly marked and will be stored for this Project only, and that it is adequately covered by insurance in case of loss or damage. After such applications are approved by the City of Wauseon, they will be forwarded to the Owner for payment. Payment shall be made according to the Contract Documents with percentages retained as noted in the Contract Documents.
- c. The Owner may require each Contractor to supply waivers of lien from all suppliers of material, labor, or services for the work described in this Contract. If so requested, the Owner will notify the Contractors before the first request for payment is submitted.
- d. The Owner shall retain monies due the Contractor, an amount equal to eight percent (8%) of the certified amount of each payment until fifty (50) percent of the Project is completed after which no retainage will be withheld. At the final payment, the Contractor will be paid in full including any previous retainages held.
- e. The Owner will require that each Contractor separate the suppliers of material, labor, or services for the work for the shop area and the office as indicated on drawings.

6. Insurance

- a. The Contractors shall not commence work under this Contract until each has obtained all the insurance required hereunder and such insurance has been approved by the City of Wauseon. Approval of the insurance by the City of Wauseon shall not relieve or decrease the liability of the Contractor hereunder.
- b. The Contractor shall procure and maintain during the life of the Contract the following:
 - 1. Workmen’s Compensation and Workmen’s Occupational Disease Insurance as required by the State of Ohio
 - 2. Employer’s Liability in an amount not less than two hundred fifty thousand dollars (\$250,000).
 - 3. Comprehensive General Liability Policy with the following limits:
 - i. Bodily Injury Liability (Including accidental death and personal injury): \$250,000 each person, \$1,000,000 each occurrence
 - ii. Broad Form Property Damage Liability (Including explosion collapse and underground hazards): \$250,000 each occurrence, \$1,000,000 aggregate limit
 - 4. Automobile Comprehensive Liability Insurance covering the use of all owned, non-owned, and hired automobiles in limits not less than the following:
 - i. Bodily Injury Liability: \$250,000 Each Person, \$1,000,000 each occurrence
 - ii. Property Damage Liability: \$1,000,000 each occurrence

7. Change in the Work

- a. The detailed drawings and specifications have been prepared to best reflect the City of Wauseon’s wishes for the Project. However, the progress of the Project changes in the scope of the work or the time of completion may be necessary due to concealed conditions the City of Wauseon’s wishes, weather, adjustments in allowances, or other circumstances. No such changes shall be made without written authorization from the City of Wauseon and Engineer.
- b. Any changes required will be authorized by a written change order After a request for a change has been made, the Contractor responsible for the work will submit a written cost estimate for the work broken down by labor, material, and any change in the contract time to the Engineer. The City of Wauseon, after consulting with the Engineer, will decide to accept or reject the proposal. If accepted, the changes will be put in a Change Order to the Contract to be signed by the Contractor, Engineer, and the City of Wauseon. The work covered by such change orders will be done according to the detailed plans and specifications, and the Contractor will be responsible for the same workmanship as called for under the Contract.

8. Tax Exempt

- a. Materials purchased for the use or consumption in connection with the proposed work will be exempt from Ohio Sales Tax.

9. Estimated Cost of Project

General Construction	\$23,500
Heating, Ventilation, and Air Conditioning	\$25,000
Electrical (Including Fire Alarm)	\$11,000
TOTAL CONSTRUCTION COSTS.....	\$59,500

Bid Form

Fire and Police Department Alterations
230 Clinton Street
Wauseon, OH 43567

The undersigned, having carefully examined the specifications, contract documents, and all addenda prepared by the Engineer, and having visited the site and examined the existing conditions affecting the work, proposes to furnish all labor and material, services, tools, equipment, utilities, and necessary appurtenances for the work covered under the heading as noted below and to complete the same in a workmanship-minded manner for the total amount indicated below.

(Fill in the appropriate blank for the proposal on which you are bidding)

PROPOSAL NO. 1 – GENERAL CONSTRUCTION – CONTRACT 1

_____ DOLLARS (\$ _____)

PROPOSAL NO. 2 – HEATING, VENTILATION, & AIR CONDITIONING – CONTRACT 2

_____ DOLLARS (\$ _____)

PROPOSAL NO. 3 – ELECTRICAL – CONTRACT 3

_____ DOLLARS (\$ _____)

PROPOSAL NO. 4 – COMBINATION BID – CONTRACT 4

_____ DOLLARS (\$ _____)

ADDENDUM RECEIPT: _____, _____, _____, _____

The undersigned agrees that the above prices shall hold for thirty (30) days after date of bid opening. The undersigned agrees that this bid may only be withdrawn prior to scheduled opening date or postponement thereof.

Time of Starting Work

The undersigned agrees to start the work upon delivery to the City of Wauseon of the "Notice to Proceed" and shall carry on their operation in such manner as to cause the least possible inconvenience to the City of Wauseon and the public with no delay in prosecution of the work. It is intended that this Project be started shortly after the "Notice to Proceed" is issued.

Time of Completion

The undersigned agrees to complete the work by February 23, 2018

Material Substitutions

We offer the following substitutions and corresponding changes in cost to the base bid to the names, makes, types of styles of material or equipment specified:

ITEM	SPECIFIED	ALTERNATE	ADD	SUBTRACT

Specify Components: _____

Firm: _____ Address: _____

Signature: _____ Phone: _____

Title: _____ Tax ID #: _____

Email: _____ Date Enrolled in OBWCO- Approved DFWP: _____

1 – General Requirements

1. Work not included

The following work will not be included in this contract, work to be by the City of Wauseon:

- a. Interior Signage
- b. Material and labor to run all telephone and computer cable within the tenant space unless noted otherwise on plans

2. Divisions of the Project

CONTRACT 1 – GENERAL CONSTRUCTION – Work included in Division 2 through 10 and applicable portions of Division 1 of the Specifications, and work as shown on Plan Sheets A-1 and A-2.

CONTRACT 2 – HEATING, VENTILATION & AIR CONDITIONING WORK – Work included in Division 11 & 12 and applicable portions of Division 1 of the Specifications, and work as shown on Plan Sheets A-1 and ME-1.

CONTRACT 3 – ELECTRICAL WORK – Work included in Division 13 and applicable portions of Division 1 of the Specifications, and work as shown on Plan Sheets A-1 and ME-1.

CONTRACT 4 – COMBINATION BID – Work for any two (2) or more components of the project included in Divisions 1 - 13 of the Specifications, and work as shown on Plan Sheets A-1 through ME-1.

3. Taxes

- a. Materials purchased for the use or consumption in connection with the proposed work will be exempt from Ohio Sales Tax.

4. Documents Required Prior to Signing Contract

Immediately upon the award of, and prior to the signing of the Contract, the successful bidder shall furnish the City of Wauseon:

- a. A contract cost breakdown showing itemized labor and material amounts for the Contract price
- b. Name of Casualty Insurance Company insuring work (Certificate of Insurance)
- c. Workman's Compensation Certificate
- d. Performance Bond and supporting credentials, if required
- e. A list of all subcontractors and material suppliers
- f. A construction schedule for each phase of work

5. Temporary Facilities

The Contractor is to provide for their use during the course of the Project:

- a. Temporary Buildings, Enclosures – Each Contractor shall provide whatever weathertight storage sheds and work buildings are necessary in connection with the conduct of their work. All materials subject to deterioration from the elements shall be properly stored and protected. These buildings shall be kept to a minimum. After these temporary structures are no longer needed, they shall be removed from the site by the Contractor responsible for them. Any temporary walls, enclosures, dust partitions, etc. required to keep parts of the structure free from dust and debris shall be provided.

6. Permits and Licenses

- a. The City of Wauseon shall pay for all state and local building permits. Each contractor shall obtain and pay for all taxes, licenses, certificates, inspections and other legal fees required, both permanent and temporary for his part of the work. The contractor shall comply fully with the provisions, regulations, orders and requirements of all general or local acts or ordinances and of any and all Federal, State, or other Governmental authorities, Boards of Commissions which may be applicable to the performance of this Contract. Contractor shall furnish such evidence of compliance as City of Wauseon may require.
- b. Each Contractor shall ascertain that all completed installation complies with applicable laws and regulations relating to the performance of the work, the protection of adjacent property, and maintenance of passageways, guard fences or other protective facilities.
- c. Wood County Building Inspection, Heating, Ventilation and Air Conditioning and Electrical Permits will be furnished by the City of Wauseon. The approved plans and certificate of plan approval shall be kept on the construction site at all times during construction and given to the City of Wauseon at the completion of the project.

7. Clean Up

- a. Each Contractor shall frequently clean up all refuse, rubbish, scrap materials and debris caused by his operation so that at all times the building area shall present a neat appearance. Perform all hauling required for removal of unused materials, equipment, rubbish or debris.
- b. At the completion of the project the General Contractor shall remove all rubbish, clean glass, replace broken glass, remove stains, spots and marks from finish work and hardware. Hard floors in the building shall be damp mopped clean.
- c. The Electrical Contractor shall clean all light fixtures after the completion of this project.

8. Storage of Materials

- a. Certain areas of the site will be restricted for use by the Contractors for on-site work and storage of materials. Damage to pavement, grass, and other areas on the site shall be restored to original condition at the completion of the Project by the General Contractor.

9. Supervision

- a. The General Contractor shall provide a competent superintendent familiar with all aspects of construction of projects similar in scope to this on the jobsite. This superintendent will be responsible for coordinating the work and resolving any conflicts or questions that may occur in the progress of the work. The superintendent shall be on the jobsite at least once a day for a length of time sufficient to coordinate the job to the approval of the City of Wauseon.
- b. All subcontractors shall have a competent supervisor or superintendent on the jobsite when any of their workers are present, to assure their work is done properly and to answer and resolve any questions or conflicts that may arise with their respective part of the work.

10. Project Progress

- a. Starting – The General Contractor shall commence work on a date to be specified in a written order from the City of Wauseon, or as soon thereafter as overall progress on the Project makes practicable, and shall fully complete all work included in the Contract on or before the completion date agreed upon and set forth in the Contract. The General Contractor shall carry on, coordinate and complete the work of the various sections and/ or contracts so that the entire Project will be accomplished in a scheduled manner, and all work fully completed on or before the date stipulated.

- b. Progress Schedule - Immediately after the awarding of contracts and the City of Wauseon's Notice to proceed, the Contractor for general construction shall submit a progress schedule. It shall reflect his completion date, with each separate item of work shown and the duration of each item shown in a bar chart. The Contractors for H.V.A.C. and Electrical work will receive a copy of this schedule for their review and comments. Once the schedule has been accepted, all contractors shall expedite their work to keep to the schedule, and shall employ whatever manpower, equipment, materials, etc., necessary to meet the schedule.

11. Samples and Shop Drawings

- a. Samples – Samples of materials, devices and/or finishes, as required by the specifications, shall be submitted to the Engineer for his approval. Materials, devices, and/or finishes incorporated must exactly duplicate approved samples and be fully equal in every respect.
- b. Shop Drawings – Shop drawing, schedules and similar documents, as required, must be furnished to the Engineer in sets of four (4) prints. Approval by the Engineer shall in no way relieve the Contractor from responsibility for proper measurements, fittings, and construction of the work, nor from the necessity of furnishing materials or workmanship required by the Engineer's drawings and specifications, which may not have been indicated on shop drawings or other documents when inspected. Brochures submitted as part of the shop drawings must be marked to indicate which portion(s) are applicable to his project, and shall be submitted in sets of four (4) brochures. All documents shall be submitted to the Engineer within thirty (30) days after the awarding of the Contracts.

12. Project Closeout

- a. Substantial Completion – When the General Contractor has completed the work called for in the contract documents, he shall notify the City of Wauseon that the project is completed. The City of Wauseon will then schedule a final inspection, for the City of Wauseon, Engineer, and Contractors to walk through and inspect the building. If at that time the City of Wauseon accepts the building, a Certificate of Substantial Completion will be issued and signed by the City of Wauseon and the Engineer. The certificate will contain provisions for changing utility billings and insurance coverages. It will also list any items not yet completed or requiring repairs under the contract. The certificate will also establish the date for the start of any guarantees or warranties.
- b. Testing – Any required start-up or testing of equipment shall be done at the Final Inspection. At this time, the Contractors will instruct the City of Wauseon in the operation of any equipment or systems in the project.
- c. Warranties – Warranties and guarantees for specific items under the contract are noted in that section of the specifications detailing those items. In general, the General Contractor, Electrical Contractor and H.V.A.C. Contractor shall submit a written warranty to the City of Wauseon, guaranteeing their part of the work to be free from defects in material and workmanship for a period of one (1) year. Any defects shall be corrected at no cost to the City of Wauseon.
- d. Record Drawings – The Contractor shall keep on the work site a complete set of prints of the Contract Drawings for the sole purpose of recording changes in the work that is to be concealed or that cannot be readily located in the finished project. When the work is completed, the Record Drawings marked prints shall be delivered to the Engineer. All concealed installations shall be referenced to visible and accessible features of the structure.

- e. Retainage – Upon completion of the Project and issuance of the Certificate of Substantial Completion, each contractor may submit a final request for payment for retainages withheld to the Engineer. Upon completion of all items on the Certificate of Substantial Completion, the Engineer will approve the request and forward it to the City of Wauseon for payment. The City of Wauseon will then make the final payment to the contractors according to the contract documents.

13. Work Included

This work includes, but is not limited to, providing all labor, material, and equipment to complete all work as per the attached plans, prepared by David. L Geringer dated 8/3/2017, and in the following categories as specified on the drawings for a complete and operational system, the scope of work to be completed by not limited to:

- a. 2nd floor fire department sleeping rooms- alterations
 - 1. Remove existing door and frame and patch wall to meet existing all and finishes
 - 2. Remove existing acoustical ceiling required for new walls
 - 3. Furnish and install metal stud wall to deck on top of existing carpet
 - 4. Furnish and install new doors and hardware
 - 5. Furnish and install new acoustical grid ceiling and acoustical tile in accordance with the room finish schedule
 - 6. Complete interior finishes as per the room finish schedule
 - 7. Furnish and install new mechanical heat pumps and split system units
 - i. Include all cutting and patching-roof cutting and repair-roof flashings-permits
 - 8. Furnish and install all electrical work
 - i. Include all cutting and patching of existing walls and roof
 - 9. Shop drawings- warranty
- b. 1st floor police department- Alterations
 - 1. Remove existing chalkboard and patch existing wall
 - 2. Remove existing carpet
 - 3. Furnish and install metal stud walls to deck
 - 4. Furnish and install new doors and hardware
 - 5. Furnish and install new carpet floors and base
 - i. Material- carpet allowance- \$25.00 per sq. yd.
 - 6. Furnish and install new acoustical grid ceiling and acoustical tile in accordance with the room finish schedule
 - 7. Furnish and install new mechanical heat pumps and split system
 - i. Included all cutting and patching – roof cutting and repair- roof flashings- permits- concrete pad
 - 8. Furnish and install all electrical work
 - i. Include all cutting and patching of existing walls and roof
 - ii. Shop drawings- warranty
- c. First floor- Fire department dispatch room- alterations
 - 1. Remove existing air conditioning unit
 - 2. Patch and repair existing drivet – color to match existing
 - 3. Furnish and install new split system heating system connect to HP-1
 - i. Include all cutting and patching- roof flashing and repair
 - 4. Furnish and install all electrical work
 - i. Include all cutting and patching

14. Special Information

- a. All submitted bids shall be good for 60 days
- b. All bids should include documentation of enrollment in a Drug Free Workplace Program
- c. Project is sales tax exempt. An exemption certificate will be provided.
- d. All bid questions and clarifications will be required to be in writing and must be submitted to City of Wauseon by: 11/30/2017 by 4:00 pm.
- e. A pre-bid meeting will be scheduled for 11/14/2017 at 10:00 am.
- f. Drawings are available from the City of Wauseon at 230 Clinton Street, Wauseon, OH 43567
- g. Building permit will be provided by the City of Wauseon. Scheduling of all inspections will be the responsibility of the contractor
- h. Existing building will be occupied at all times and any shut down of any mechanical and electrical system must be scheduled with the "City of Wauseon".

15. Use of Premises

- a. Use of site: Limit use of premises to work in areas indicated. Do not disturb portions of site and building beyond area in which the work is indicated
 1. Limits: confine construction operations to 2nd floor Fire Department area, 1st floor radio room and direct route between both
 2. City of Wauseon occupancy: allow for City of Wauseon occupancy of site and use by the public excluding dorm room area.
 3. Driveways and entrances: keep driveways and entrances serving premises clear and available to City of Wauseon, City of Wauseons employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - i. Schedule deliveries to minimize use of driveways and entrances. Rear alley and stairway permitted for deliveries.
 - ii. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.
- b. Use of existing building: maintain existing building in a weathertight and secure condition throughout the construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

16. Occupancy Requirements

- a. Full City of Wauseon occupancy: City of Wauseon will occupy site and existing building during entire construction period. Cooperate with City of Wauseon during construction operations to minimize conflicts and facilitate City of Wauseon usage. Perform the work so as not to interfere with City of Wauseon's operations. Fire Department operations are essential and shall not be interrupted at any time.
- b. Partial City of Wauseon occupancy: City of Wauseon reserves the right to occupy and to place and install equipment in completed areas of building, before substantial completion, provided such occupancy does not interfere with completion of the work. Such placement of equipment and partial occupancy shall not constitute acceptance of the total work.
 1. Architect will prepare a certificate of substantial completion for each specific portion of the work the be occupied before City of Wauseon occupancy.
 2. Obtain a certificate of occupancy from authorities having jurisdiction before City of Wauseon occupancy.

3. Before partial City of Wauseon occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, City of Wauseon will provide, operate, and maintain mechanical and electrical systems serving occupied portions of building.
4. On occupancy, City of Wauseon will assume responsibility for maintenance and custodial service for occupied portions of building.

2 – Existing Conditions

Demolition – General

- a. This Contractor shall supply all labor, materials, transportation, equipment, and tools necessary for the entire and proper completion of the work included in this Contract.
- b. Contractor shall indicate extent of demolition, removal sequence, bracing and shoring, and location and construction of barricades and fences.
- c. Contractor shall identify demolition firm and submit qualifications. d. Contractor shall include a summary of safety procedures.

2. Products

- a. Not used.

3. Execution

- a. Comply with other requirements specified in Division I.
- b. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
- c. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
- d. Provide, erect, and maintain temporary barriers and security devices.
- e. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
- f. Do not close or obstruct roadways or sidewalks without permits. e. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.
- g. Obtain written permission from City of Wauseons of adjacent properties when demolition equipment will traverse, infringe upon or limit access to their property.
- h. Do not begin removal until receipt of notification to proceed from City of Wauseon.
- i. Protect existing structures and other elements that are not to be removed.

4. Existing Utilities

- a. Protect existing utilities to remain from damage.
- b. Do not disrupt public utilities without permit from authority having jurisdiction.
- c. Do not close, shut off, or disrupt existing life safety systems that are in use without at least 7 days prior written notification to City of Wauseon.
- d. Do not close, shut off, or disrupt existing utility branches or take-offs that are in use without at least 3 days prior written notification to City of Wauseon.
- e. Locate and mark utilities to remain; mark using highly visible tags or flags, with identification of utility type; protect from damage due to subsequent construction, using substantial barricades if necessary.
- f. Remove exposed piping, valves, meters, equipment, supports, and foundations of disconnected and abandoned utilities.

5. Debris and Waste Removal

- a. Remove debris, junk, and trash from site.

- b. Leave site in clean condition, ready for subsequent work.
- c. Clean up spillage and wind-blown debris from public and private lands.

3 – Metals

1. Materials

- a. All structural members shall be designed in accordance with American Iron and Steel Institute (AISI) “Specification For The Design of Cold-Formed Steel Structural Members” (latest edition).
- b. Light gauge metal framing shall be 3 5/8” or 6”, 20-gauge, galvanized metal framing (unless noted otherwise on plans).
- c. All furring shall be 1 1/2” deep, 20-gauge, galvanized “hat channel” furring.
- d. Bridging and miscellaneous framing shall be galvanized 20-gauge steel and shall be sized as required.

2. Installation

- a. Install materials in accordance with manufacturer’s instructions.
- b. Comply with requirements of ASTM C1007 for installation of steel studs and accessories and Metal Lath/ Steel Framing Association Lightweight Steel Framing Systems manual.
- c. All framing components shall be cut squarely for attachment to perpendicular members or, as required, for an angular fit against abutting members.
- d. All framing components shall be plumbed, aligned and leveled.
- e. In all doubled jamb studs and doubled headers not accessible to insulation contractors, insulation equal to that specified elsewhere shall be provided.
- f. Fastening of components shall be with self-drilling screws or welding. Screws and welds shall be of sufficient size to ensure the strength of the connection. Wire tying of components shall not be permitted. All welds shall be touched-up with a zinc-rich paint.
- g. Splices in framing components, other than runner track, shall not be permitted.
- h. Abutting lengths of runner shall be butt-welded, spliced or each length securely anchored to a common structural element. Runners shall be securely anchored to the supporting structure as shown on the drawings.
- i. Temporary bracing, where required, shall be provided until erection is complete.
- j. Allow for vertical movement of structure with slide clips, runners, angle bracing, etc.

4 – Wood, Plastics, & Composites

Rough Carpentry

1. Scope

- a. This Contractor shall supply all labor, materials, transportation, equipment, and tools necessary for the entire and proper completion of the work included in this Contract.

2. Responsibility

- a. This Contractor shall coordinate the work of the other sections and/or Contracts and shall be responsible for the proper fitting together and cooperation of all other contracts and branches of the work, and shall provide all items of blocking, furring and incidentals not covered by the other sections and/or Contracts.

3. General

- a. Carefully layout, cut, fit, and erect all framing, ledgers, blocking and other items of carpentry.
- b. Do cutting and carpentry work required for building in work of other Contracts.
- c. Brace, plumb, and level all members and secure with sufficient nails, spikes and bolts to insure rigidity.
- d. All carpentry shall produce joints true, tight, and well nailed with all members assembled in accordance with the drawings and with all pertinent codes and regulations.

4. Rough Hardware

- a. Provide and install all rough hardware, nails, screws, bolts, expansion bolts and anchors where such are not specified under other sections of the specifications.

5. Materials

- a. All wood construction shall be designed, furnished, detailed, fabricated, and erected in accordance with the AITC Timber Construction Manual, AWPA, and TPI, latest editions.
- b. Wood materials shall be as shown on drawings, shall be thoroughly seasoned, kiln dried, and protected from the weather.
- c. Miscellaneous framing lumber, blocking, nailers, etc., shall be of yellow pine, fir, or approved equal.
- d. All wood members in contact with ground, floors or concrete walls shall be wolmanized pressure treated.
- e. If the lumber is delivered to the site before needed, lumber shall be protected from the weather.

6. Blocking, Nailers, Etc.

- a. Furnish and place miscellaneous wood blocking, nailers, etc., where shown or required for completion of work.

5 – Thermal Moisture Protection

Building Insulation

1. Perimeter Insulation

- a. Rigid perimeter insulation shall be 2-inch-thick Dow Styrofoam with Thermal Resistance Factor, R value = 10.0. Insulation shall extend from the top of the slab to a point not less than 24 inches below the top of the slab as shown on the drawings.

2. Sound Batt Insulation (Interior Partitions)

- a. Sound attenuation batts shall be 3 1/2 or 6-inch-thick unfaced fiberglass batts as manufactured by Owens Corning (or equal). Batt Insulation shall be installed in accordance with manufacturer's recommendation.

Sheet Metal

1. Materials

- a. Flashings, counter flashings, cap flashings, slip flashings, etc., not otherwise specified, shall be galvanized metal, shall have dead soft sheet material, and have dull finish.
- b. Galvanized metal shall be 26 gauge minimum thickness.

2. General

- a. Furnish and install all items of sheet metal, including flashings, cap flashings, counter flashings, louvers, drips and other items of sheet metal required to complete the work shown on the drawings and specified.
- b. Follow recommendations of SMACNA "Sheet Metal Manual". Allow for expansion. Isolate dissimilar materials.
- c. Restore damaged components and finishes. Clean and protect work from damage.

Caulking and Sealants

1. Scope

- a. This work consists of labor, material, equipment and services required for all caulking in connection with poured-in-place concrete; brick and block masonry; caulking at perimeter of doors, windows and other frame constructions and penetrations in exterior walls as required to complete the work shown on the drawings and as specified. Included in this section is the caulking of exterior building expansion joints; exterior and interior masonry control joints.

2. Materials

- a. Tremco Mono one (1) part factory mixed or equal as manufactured by G.E. or Dap. Color to be selected by Engineer.

- b. Provide sealants in colors as selected from manufacturer's standards.
- c. Install materials and systems in accordance with manufacturer's instructions and approved submittals. Install materials and systems in proper relation with adjacent construction and with uniform appearance. Coordinate with work of other sections. Clean and prime joints, and install bond breakers, backer rods and sealant as recommended by manufacturers.
- d. Depth shall equal width up to 1/2" wide; depth shall equal 1/2 width for joints over 1/2" wide.
- e. Cure and protect sealants as directed by manufacturers. Replace or restore damaged sealants. Clean adjacent surfaces to remove spillage.

6 – Doors & Windows

Hollow Metal

1. Underwriters Label

- a. Hollow metal doors and frames shown and scheduled on the drawings to be “Labeled” shall be constructed to comply with the National Board of Fire Underwriters requirements and shall bear their labels for the Class of opening in which they occur.

2. Shop Drawings

- a. Submit five (5) sets of shop drawings to the Engineer for approval.
- b. Shop drawings shall clearly show door and frame sizes, form, kind and gauge of metal, cuttings and reinforcement for hardware, louvers, head member reinforcement for frames where required, shop finish and other pertinent details.

3. Materials

- a. Hollow metal doors and frames shall be as manufactured by Amweld Building Products, Ceco Door Products, Curries Co., Steelcraft or approved equal.

4. Hollow Metal Frames

- a. Hollow metal frames shall be Curries standard method and design, contour dimensions and section widths as specified or shown on the drawings.
- b. Provide anchors of suitable type for positive anchorage of frame to the indicated type of wall construction. Provide a minimum of three (3) anchors per jamb per height of 7’2” and one (1) anchor for each two (2) feet of additional height or fraction thereof.
- c. All frames to be provided with closure reinforcement.
- d. Provide frames with adjustable base anchors for rigid anchorage to the floor.
- e. All frames to be 16-gauge steel – prime painted.

5. Hollow Metal Doors

- a. Hollow metal doors, as shown on the door schedule, shall be as manufactured by Curries Company, 707 series, 1 3/4-inch-thick of 18-gauge galvanized steel skins.
- b. Provide aluminum trim where glazing is specified.
- c. Doors shall be cleaned, free from oil, dirt or dust and receive one baked on prime coat paint.
- d. Insulated doors shall have polystyrene insulated core, R= 7.2.
- e. Prepare doors and frames too receive hardware on final schedule. Provide for 3 silencers on single door frames; 2 on double door frames.

Wood Doors

1. General

- a. All interior doors shall be furnished in sizes as shown on the drawings.
- b. All doors shall be 1 ¾ inch thick 5 ply construction with solid particle

2. Shop Drawings

- a. Submit five (5) sets of shop drawings to the Engineer for approval prior to fabrication. Drawings shall include louver details and glazing bead details

3. Installation

- a. Install all wood doors in jambs as detailed, taking care to install doors plumb and level in jambs.
- b. Using fine grained sandpaper, completely eliminate all scratches and abrasions in finished wood surfaces. Leave all finished wood surfaces ready for finishing.

4. Lights

- a. Door manufacturer shall make provision to accept glass as indicated on drawings using moldings of type to provide dry glazing using vinyl seals at all glass surfaces.

Door Finish Hardware

1. Scope

- a. This Contractor shall supply all labor, materials, transportation, equipment, and tools necessary for the entire and proper completion of the installation of all finish hardware work as indicated herein and as shown on drawings.

2. Shop Drawings

- a. A completely itemized schedule of hardware shall be prepared and submitted to the Engineer for approval in five (5) copies within 30 days after award of work.
- b. The schedule must be complete, listing all Finish Hardware requirements, manufacturers' names and numbers and finish of each item required.
- c. Approval of the hardware schedule in no way releases this Contractor from these specifications.

3. Quality Assurance

- a. Comply with governing codes and regulations. Provide products of acceptable manufacturers which have been in satisfactory use in similar service for three years. Use experienced installers. Deliver, handle, and store materials in accordance with manufacturer's instructions.
- b. Hardware for fire-rated openings: NFPA 80, and local requirements. c. Handicapped Accessibility: ICC A117.1 and local requirements.
- c. Materials and Application: ANSI A156 series standards.

4. Hardware Schedule

<u>ITEM</u>	<u>MANUFACTURER</u> Hinges
McKinney Closers	Sargent
Kickplate, Wall Stop	Rockwood Locksets
Sargent Security Locks	Alarm Lock
Sweep, Threshold, Weatherstrip	National Guard

Hardware Set - #1

Door #101, #102

3 – Hinges TA2714 4 ½" x 4 ½"	26D McKinney
1 – Privacy Set 28-10U65 LL	26D Sargent
1 – Door Closer/ Stop 1431-PS	EN Sargent
1 – Kick Plate 8" x 34"	32D Rockwood

Hardware Set - #2

Door #103A, #103B, #103C

3 – Hinges TA2714 4 ½" x 4 ½"	26D McKinney
1 – Passage Set 28-10U15 LL	26D Sargent
1 – Door Closer/ Stop 1431-PS	EN Sargent
1 – Kick Plate 8" x 34"	32D Rockwood

Hardware Set - #3

Door #104, #105

3 – Hinges TA2714 4 ½" x 4 ½"	26D McKinney
1 – LockSet 28-10G05 LL	26D Sargent
1 – Door Closer/ Stop 1431-PS	EN Sargent
1 – Kick Plate 8" x 34"	32D Rockwood

Hardware Set - #4

Door #107, #108, #109

3 – Hinges TA2714 4 ½" x 4 ½"	26D McKinney
1 – LockSet 28-10G05 LL	26D Sargent
1 – Wall Stop #409	32D Rockwood

Hardware Set - #5

Door #110A

3 – Hinges TA2714 4 ½" x 4 ½"	26D McKinney
1 – LockSet 28-10G05 LL	26D Sargent
1 – Door Closer/ Stop 1431-UO	EN Sargent
1 – Wall Stop #409	32D Rockwood

Hardware Set - #6

Door #110B

3 – Hinges TA2714 4 ½" x 4 ½" NRP	26D McKinney
1 – LockSet 28-10G05 LL	26D Sargent
1 – Door Closer/ Stop 1431-PS	26D Sargent
1 – Set of Weatherstrip 160S	AL National Guard
1 – Sweep 102VA	AL National Guard
1 – Threshold 425	AL National Guard

5. Installation

- a. Follow guidelines of DHI "Recommended Locations for Builder's Hardware" and hardware manufacturers' instructions.
- b. Install materials and systems in accordance with manufacturer's instructions and approved submittals. Install materials and systems in proper relation with adjacent construction and with uniform appearance. Coordinate with work of other sections.
- c. Install all hardware using templates provided by the manufacturer d. Adjust operation, clean and protect.

6. Keying

- a. City of Wauseon will be responsible for providing the cores for the locksets that match current security lock system.
 1. All hardware must be supplied and furnished as specified to match the City of Wauseon's existing hardware.

2. Hardware must be furnished as specified. No substitutions will be acceptable.

7. Guarantee

- a. Provide two-year guarantee of manufacturer for following items:
 1. Door closers
 2. Locksets
 3. Door Holders
 4. Exit Devices

All other items subject to one-year guarantee.

7 - Finishes

Gypsum Drywall

1. Scope

- a. Gypsum drywall is required on all walls as indicated on drawings.

2. Quality Assurance

- a. Comply with governing codes and regulations. Provide products of acceptable manufacturers which have been in satisfactory use in similar service for three years. Use experienced installers. Deliver, handle, and store materials in accordance with manufacturer's instructions.
- b. Tolerances: Not more than 1/16-inch difference in true plane at joints between adjacent boards before finishing. After finishing, joints shall not be visible. Not more than 1/8 inch in 10 feet deviation from true plane, plumb, level and proper relation to adjacent surfaces in finished work.
- c. Fire Resistance for Fire Rated Assemblies: ASTM E 119.
- d. Performance: Fire, structural, and seismic performance meeting requirements of building code and local authorities.

3. General

- a. Drywall constructions shall be erected by experienced personnel, in strict accordance with the drywall system manufacturer's recommendations as governed herein and approved by the General Contractor.
- b. Co-ordinate the work with other sections and/or contract where influencing this work and where influenced by this work.
- c. All drywall walls shall receive a smooth finish (Level 5 finish).

4. Materials

- a. All interior gypsum panels shall be the product of one manufacturer, shall be tapered edge, 5/8" thick drywall. Interior gypsum panels shall be as manufactured by Domtar Gypsum, Georgia-Pacific Corp., National Gypsum Co., United States Gypsum Co. or approved equal.
- b. The joint system, including tape and compounds, shall be a system recommended by the manufacturer of the gypsum panels used as compatible with the gypsum panels.
- c. A single compound may be used for embedment of tape, skim coating and finishing if the compound is recommended for that purpose by the manufacturer of the gypsum panels used.
- d. All fasteners shall be metal screws specially designed for application of gypsum panels to metal framing and shall be the length and pattern recommended by the manufacturer of the gypsum panels used.
- e. Provide corner bead at all exterior corners. Provide metal trim where wall board terminates against metal door and window frames. Provide metal trim where wall board terminates against any other dissimilar material, other metal frames, or where it is necessary to form an opening in the wall surface. Provide metal trim in strict accordance with the recommendations of the manufacturer. Metal trim item types shall be design for system being used as recommended by the manufacturer.

5. Installation

- a. Install gypsum board assemblies in compliance with ASTM C 840 and GA 216, Recommended Specifications for the Application and Finishing of Gypsum Board. Install gypsum board assemblies true, plumb, level and in proper relation to adjacent surfaces. Fastening shall be at 12" c/c (max.) on all framing members.
- b. Provide fire-rated systems where indicated and where required by authorities having jurisdiction.
- c. Install trim and 3-coat joint treatment in strict compliance with manufacturer's instructions and recommendations. Joint treatment is required at all fasteners and edges between boards. Fill all surface defects. Sand between and after joint treatment coatings and leave ready for finish painting or wall treatment.

Carpet

1. Summary

- a. Provide carpet and floor preparation for rooms requiring such as indicated on drawings.

2. Submittals

- a. Submit samples, product date, warranty and maintenance data for approval and extra stock.

3. Quality Assurance

- a. Comply with governing codes and regulations. Provide products of acceptable manufacturers which have been in satisfactory use in similar service for three years. Use experience installers. Deliver, handle, and store materials in accordance with manufacturer's instructions.
- b. Performance: Fire performance meeting requirements of building code and local authorities.

4. General

- a. This Contractor shall include in his proposal an allowance of \$25/yd for all required carpet for the project. Any additions or deletions from this amount will be handled by written change order.
- b. Carpeting shall have a Class II finish (minimum critical radiant flux of 0.22 watts/CM²) ASTM E 648 and must pass DOC FF-1-70 pill test. Provide necessary carpet attachments for complete installation. Provide rubber strip at all exposed edges of carpeting.
- c. Allowance to include:
 1. Contractor cost of carpeting
 2. Freight
 - i. (Contractor's overhead, profit, cost of installation, adhesives, accessories and taxes are not included in allowance.)
- d. Use adhesives for direct glued installation only as recommended by the carpet manufacturer.
- e. All other materials, not specifically described but required for a complete and proper installation of carpet, shall be as selected by the Contractor subject to the approval of the Engineer.
- f. In the event of damage, immediately make all repairs and replacements necessary to the approval of the Engineer and at no additional cost to the City of Wauseon.

5. Installation

- a. Comply with recommendations of Carpet and Rug Institute "Specifier's Handbook".

- b. Prepare surfaces and install materials in accordance with manufacturer's instructions and approved submittals. Clean, patch, and level substrate. Install materials in proper relation with adjacent construction and with uniform appearance. Coordinate with work of other sections.
- c. Inspect each piece of carpeting before installation and do not install material which is imperfect in anyway.
- d. Make all seams as inconspicuous as possible, flat, unpuckered, and completely free from glue on the exposed surface.
- e. Install edge guards and reducer strips as required; clean and protect.

Suspended Ceiling System

1. Summary

- a. Provide acoustical tile ceilings, trim, and metal suspension system as indicated on the drawings.

2. Submittals

- a. Submit samples and four (4) sets of product data for approval.

3. Quality Assurance

- a. Comply with governing codes and regulations. Provide products of acceptable manufacturers which have been in satisfactory use in similar service for three years. Use experienced installers. Deliver, handle, and store materials in accordance with manufacturer's instructions.
- b. Performance: Fire, structural, and seismic performance meeting requirements of building code and local authorities. Acoustical performance based on project requirements.

4. Products

- a. Manufacturer to be Armstrong, grid – 15/16" wide white (or equal by Donn or Chicago Metallic)
- b. Perimeter wall Angles to match grid – white
- c. All exposed surfaces shall be finished in baked-on non- reflective enamel. White in color.
- d. The system shall be such that the ceiling panels may be removed and replaced without damage; and with the main runner tees joined together by a splice clip which draws the members together and restrains the tees against lateral displacement and torsional deflection with bottom flanges flush.
- e. All suspended acoustical ceilings Armstrong, 24" x 48" x 5/8" square lay- in, Cortega #703. White in color (or approved equal). (City of Wauseon may substitute different ceiling design with cost to be adjusted before ordering materials).
- f. Hanger wires to be #12-gauge wire on main runners spaced not to exceed 48" o/c.

5. Installation

- a. Install materials and suspension systems in accordance with manufacturer's instructions and recommendations, and ASTM C 636. Coordinate installation with location of mechanical and electrical work to ensure proper locations.
- b. Level ceiling to within 1/8" in 10' in both directions. Scribe and cut panels to fit accurately. Measure and layout to avoid less than half panel units. (See reflected ceiling plan.)
- c. Adjust, clean, and touch-up all system components.

- d. Provide wrapped and labeled maintenance stock of new material equal to 2 percent of ceiling panels, tile, and suspension installed.
- e. In the event of damage, immediately make all repairs and replacements necessary to the approval of the Engineer and at no additional cost to the City of Wauseon.

Resilient Wall Base

1. Summary

- a. Provide rubber base work as indicated on the drawings.

2. Submittals

- a. Submit samples and four (4) sets of product data for approval.

3. Quality Assurance

- a. Comply with governing codes and regulations. Provide products of acceptable manufacturers which have been in satisfactory use in similar service for three years. Use experienced installers. Deliver, handle, and store materials in accordance with manufacturer's instructions.
- b. Performance: Fire performance meeting requirements of building code and local authorities.
- c. Provide materials and adhesives which do not contain asbestos.

4. Material

- a. Provide 6" high covered rubber base in restrooms and 4" high base in all other areas as indicated on drawings. Color to be selected by Engineer. Furnish continuous lengths of base – not 4' sections. Furnish factory manufactured inside and outside corners. Rubber base shall be as manufactured by Afco Roppe, UPI, or approved equal.
- b. Use adhesives as recommended by the rubber base manufacturers for the type of installation and substrate.
- c. All other materials not specifically described but required for a complete and proper installation, shall be as selected by the Contractor subject to the approval of the Engineer.

5. Installation

- a. Comply with manufacturer's instructions and recommendations. Install in proper relation to adjacent work.
- b. Install base and accessories to minimize joints. Install base with joints as far from corners as practical.
- c. Clean, polish, and protect.
- d. In the event of damage, immediately make all repairs and replacements necessary to the approval of the Engineer and at no additional cost to the City of Wauseon.

Painting

Provide primer coat of paint on all newly installed wall surfaces or remodeled wall areas provided for in this bid specification.

8 - Mechanical

- a. Work covered by these specifications and plans shall include all labor, materials, equipment, and services necessary for the complete installation and operation of the mechanical systems.
- b. Plans indicate required size and points of termination of pipes and ducts and suggest proper routes. However, it is not intended that the plans indicate all necessary offsets, and it shall be the work of this contractor to make the installation complete without additional cost to the City of Wauseon.
- c. The complete installation of the H.V.A.C. system, including ductwork, registers, grilles, piping, valves, controls and equipment, etc. as shown on the plans.
- d. All ducts shall be fabricated and installed as recommended by the ASHRAE Guide. Rectangular ducts shall be galvanized metal construction and externally wrapped with minimum of 1 1/2" fiberglass insulation with foil backed jacket. All round supply air branch take-offs shall be galvanized metal construction externally wrapped with min. of 2" fiberglass insulation with foil backed jacket and runs less than five feet long may be insulated flex duct.
- e. All round exhaust duct shall be galvanized sheet metal (30 ga. min.) construction externally wrapped with min. of 1" thick fiberglass insulation with foil- backed jacket.
- f. Provide heavy walled black iron pipe with threaded joints for connecting the new roof top HVAC. Units to existing gas lines.
- g. Provide and install all 24 volt control wiring, 115 volt wiring by Electrical Contractor.

9 - Electrical

- a. Electrical work shall include all labor, equipment and materials to properly install all wiring devices and plates as specified herein and as shown on the plans. Electrical wiring, equipment and installation shall conform to the requirements of the OBC and to the NEC, NFPS Standard 70. The work shall include but not be limited to the following items:
 1. Conduit placed underground shall be schedule 40 plastic, all other conduit shall be electrical metallic tubing (EMT).
 2. Metal roof grounding – N/A.
 3. Provide branch circuits for all lighting, outlets, motors and equipment, including disconnects, devices, boxes, fittings, conduits, wire etc.
 4. Provide interior and exterior lighting systems, including fixtures, lamps, switches, controls, wiring etc.
 5. Furnish and install an outlet box for each fixture, switch, receptacle, computer and telephone jack at locations shown on the plans. Boxes shall be standard galvanized steel, single or gang type, and of the size to accommodate the devices noted, or as noted on the plans. Boxes shall be equipped with plaster ring and/ or cover as necessary.
 6. The Electrical Contractor shall furnish and install all necessary supports for properly mounting all electrical equipment, receptacles and fixtures.
 7. Ground all conduit, cabinets, meter, panels, fixtures and other electrical equipment in accordance with the National Electric Code. Entrance ground shall be as indicated on plans.
 8. Exit lighting and emergency lighting fixtures shall be as noted on the plans, complete with built in battery, charger and transfer relay. Install breaker lockout device in Light Panel LP-A.
 9. Telephone and Computer wiring by City of Wauseon (boxes and conduit furnished and installed by contractor).
 10. The Electrical contractor shall install all fire alarm devices and equipment as indicated on drawings. Fire alarm devices and equipment to be furnished by or approved equal. Fire alarm contractor to be responsible for obtaining and paying for all required state permits.

NON-COLLUSION AFFIDAVIT

STATE OF _____)

) SS:

COUNTY OF _____)

_____, being first duly sworn, disposes and says that he/she is the _____ of _____, the company making the foregoing proposal or bid; that such bid is genuine and not collusive or sham; that said company has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid, or that such other person shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or affiant or any other bidder, or to fix any overhead profit or cost element of said bid price, or of that any other bidder, or to secure any advantage against the bid recipient or any person or persons interested in the proposed contract; and that all statements contained in said proposal or bid are true; and further, that such bidder did not, directly or indirectly submit this bid, or the contents thereof or divulge information or data relative thereto to any association or to any member or agent thereof.

By: _____

Sworn to before me and subscribed in my presence this

_____ day of _____, 2017.

Notary Public

PERSONAL PROPERTY TAX AFFIDAVIT

STATE OF _____)

) SS:

COUNTY OF _____)

Before me, a Notary Public, in and for said county, personally appeared _____, Contractor(s) who being duly sworn deposes and says that at the time the bid was submitted he owed:

_____ in delinquent personal property taxes and

_____ in penalties and interest as shown on the general tax list of personal property for Fulton County, Ohio.

Contractor

By _____

Sworn to before me and subscribed in my presence this

_____ day of _____, 2017.

Notary Public

My Commission Expires:

_____, 20____

AFFIDAVIT OF CONTRACTOR OF SUPPLIER OF NON-DELINQUENCY OF PERSONAL PROPERTY TAXES

O.R.C. 5719.042

STATE OF _____)

) SS:

COUNTY OF _____)

TO: CITY OF WAUSEON, FULTON COUNTY, OHIO

The undersigned, being first duly sworn, having been awarded a contract by you for _____ hereby states that we are not charged at the time the bid was submitted with any delinquent personal property taxes on the general tax list of personal property of any county which you as a taxing district have territory and that we were not charged with delinquent personal property taxes on any such list.

In consideration of the award of the above contract, the above statement is incorporated in said contract as a covenant of the undersigned.

By _____

Sworn to before me and subscribed in my presence this

_____ day of _____, 2017.

Notary Public

**AFFIDAVIT UNRESOLVED FINDINGS FOR RECOVERY DATABASE (AUDITOR OF STATE)
O.R.C. Section 9.24**

STATE OF _____)

) SS:

COUNTY OF _____)

I, _____-after being duly sworn, state as follows:

1. That the Auditor of the State of Ohio has not issued any finding of recovery against

(name of company)

2. That there exists no unresolved finding of recovery the Auditor of the State of Ohio against

(name of company)

3. I made these statements of my personal knowledge.

FURTHER AFFIANT SAYETH NAUGHT

State of _____

County of _____

Before me, a Notary Public in and for said County and State, personally appeared the above
name _____, by _____ its
_____ who acknowledged that he/she did sign the
foregoing instrument and that the same is his/her act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal, at _____,
this _____ day of
_____ 20_____.

Notary Public