

***Request for Proposals
Town of New Haven, VT***

May 7, 2024 Amendment

Title – Town of New Haven – Depot Roof Replacement

Background

The Town of New Haven seeks proposals from qualified and insured firms for replacement of the slate roof on the 1868 New Haven Depot, located on North Street in New Haven village. The building is listed in the National Register of Historic Places and is subject to a preservation easement held by the Vermont Division for Historic Preservation.

The Town was recently awarded a State Historic Preservation matching grant to support this project. All work must meet the Secretary of the Interior’s Standards for Rehabilitation and follow the approach described in the National Park Service’s Preservation Brief No. 29: The Replacement and Maintenance of Historic Slate Roofs.

In addition to the State Historic Preservation Grant, the Preservation Trust of Vermont awarded the Town of New Haven a 2023 Paul Bruhn Historic Revitalization Grant from the Historic Preservation Fund administered by the National Park Service, Department of the Interior. The Bruhn Grant is federal funding subject to regulatory review, including Section 106 of the National Historic Preservation Act and the National Environmental Policy Act.

Project Schedule

The updated project schedule is outlined below. The owner reserves the right to modify the schedule as they deem necessary.

Post RFP	April 12, 2024
Bidders Meeting	May 10, 2024
Addendum Issued, if applicable	May 15, 2024
Bid Date	June 1, 2024
Bid Award	September 1, 2024
Project Start	No later than June 30, 2025

Project Completion	November 30, 2025
Warranty Period	November 30, 2026

Instructions to Bidders

1. Bids are due on June 1, 2024, via email in a pdf format to Steve Dupoise stevedupoise@yahoo.com. Late bids will not be accepted. There will not be a public bid opening. The owner reserves the right to award the project in the best interest of the owner and based on best value. The owner also has the right to waive or correct any irregularities in their best interest.
2. All questions regarding this project must be directed to Steve Dupoise. Do not correspond with town employees or town board members regarding this bid, otherwise you may be disqualified. Bidder RFIs are due no later than May 10, 2024, via email. All RFI questions and answers will be shared to all bidders in the form of an addendum. This document and any addenda will become part of the final construction contract.
3. The cost of preparation of this bid will be the sole responsibility of the bidder.
4. This project is being funded by a state grant and a Paul Bruhn Historic Revitalization Grant from the Historic Preservation Fund. Davis-Bacon Wages and certified payroll will NOT be required.
5. The project is currently under review with the National Park Service and the Vermont State Historic Preservation Office, and the bid cannot be awarded until after the regulatory process is complete. The final scope of work and contracts will include any conditions identified during the regulatory process, such as pre-approval of replacement slate, fascia, rake boards, etc.

Scope of Work

In general, the scope of this project will consist of replacement of the slate shingle roof of the New Haven Depot with a new slate roof. Remove and salvage the existing roof slates for reinstallation as is feasible. Work on this project shall include the following:

- Erect scaffolding and safety measures to protect the site for the duration of the project.
- Remove existing slate roof. Properly dispose of materials. Repair roof decking in-kind as needed.
- Install underlayment.
- Install new slate roof. A sample of the replacement slate to be used should be provided for approval prior to installation.
- Install new copper or lead-coated copper flashing.
- Install new copper or lead-coated copper ridge cap.

Alternates:

- Provide costs for carpentry work to repair/replace fascia and rake boards in-kind as needed.

Roof Details:

The building footprint is 44' x 25' and the roof square footage is 1025 per side, for a total of 2050 square feet. New slates should match the existing slates in size and color. Existing slates are 9" x 16." Installation should follow current codes which call for a 7" exposure. It is also recommended that the contractor follow the *General Installation Guidelines for Natural Quarried Roofing Slate* published by the Slate Roofing Contractors Association of North America, attached to this RFP as an addendum.

Insurance Requirements

Workers Compensation: With respect to all operations performed, contractors must carry workers' compensation insurance in accordance with the laws of the State of Vermont. Please note, contractors who are sole proprietors (have no employees) may waive Workers Compensation. Insurance certificates must note this, or they will not be accepted.

General Liability and Property Damage: Contractors must carry general liability insurance having all major divisions of coverage including, but not limited to:

Premises Operations

Products and Completed Operations Personal Injury Liability

Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Per Occurrence

\$1,000,000 General Aggregate

\$1,000,000 Products/Completed Operations Aggregate

\$ 50,000 Fire/Legal/Liability

Automotive Liability: Contractors must carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Project. Limits of coverage shall not be less than: \$1,000,000 combined single limit.

Please advise insurance agents that Certificates of Insurance (property and automotive) MUST note that the State of Vermont, its officers, and employees are included as Additional Insureds for liability arising out of the Project. This language usually must be added to a contractor's policy.

The coverage period noted on each Certificate of Insurance must cover the timeframe when the actual work will be undertaken and/or be updated to cover the full period of the project.

Required Submission

The following information is required with the bid form. All information to submitted in a pdf format.

1. Bid form (see page 4).
2. Certificate of insurance showing coverage for general liability, umbrella, property, auto, and workers compensation. A certificate listing the Vermont Division for Historic Preservation as an additional insured for the term of the project is required.
3. High level activity schedule.
4. Company profile with experience and relevant references.

Submissions

All proposals, upon submission, become the property of the Town of New Haven. The cost of preparing, submitting, and presenting is the sole expense of the firm. The Town of New Haven reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, or cancel this RFP in part or in its entirety, if it is in the best interest of the Town. This Request for Proposals in no way obliges the Town of New Haven to award a contract.

Signature: _____