

Documentation Package

for the

Northfield Highway Garage

Northfield, Massachusetts

Roof Replacement Project

The Shelburne Architects

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Bid Set creation date 100115

The Shelburne Architects is a Full Service Firm Licensed in MA, VT, CT, NH & ME.

BIDDING DOCUMENTATION FOR:

ROOF REPLACEMENT PROJECT

NORTHFIELD HIGHWAY GARAGE
49 CALDWELL ROAD
NORTHFIELD, MASSACHUSETTS

ArchProjNum: 21522

Documents List:

- ITEM 1. FRONT-END DOCUMENTS
- ITEM 2. ARCHITECT'S INSTRUCTIONS TO BIDDERS
- ITEM 3. THE SPECIFICATIONS
- ITEM 4. DRAWINGS/PHOTOS

Architect Contact Information:

See cover sheet

Owner Contact Information:

Town of NORTHFIELD
69 Main Street
Northfield, MA 01360
413-498-2091

Representative of the Owner (Town):

Town Administrator, Brian Noble

ITEM 1 FRONT-END DOCUMENTS: (follow)

Sample Contract: BELOW

SAMPLE – A CONTRACT SUBSTANTIALLY IN ACCORD WITH THIS DOCUMENT WILL BE REQUIRED TO BE SIGNED OWNER-CONTRACTOR AGREEMENT NORTHFIELD HIGHWAY GARAGE ROOF REPLACEMENT.

THIS AGREEMENT made this _____ day of _____ in the year 20____, between _____, with a usual place of business at _____,

_____, hereinafter called the CONTRACTOR, and the Town of NORTHFIELD, MA, acting by its Board of Selectmen, at its usual place of business, hereinafter called the OWNER.

The CONTRACTOR and the OWNER, for the consideration hereinafter named, agree as follows:

1. Scope of Work

The Contractor shall furnish all labor, materials, equipment, bonds and insurance to perform all work required for the project known as NORTHFIELD HIGHWAY GARAGE ROOF REPLACEMENT (the "Project"), in strict accordance with the Contract Documents and all related Drawings and Specifications. The said Documents, Specifications, Drawings and any general and supplementary conditions included in the Invitation for Bids soliciting this Agreement and the Contractor's bid submitted in response thereto are incorporated herein by reference and are made a part of this Agreement.

2. Contract Price

The Owner shall pay the Contractor for the performance of this Agreement, subject to additions and deductions provided herein, in current funds, the sum of _____.

3. Commencement and Completion of Work

It is agreed that time is of the essence of this Agreement. The Contractor shall commence and prosecute the work under this Agreement upon the Owner's issuance of a Notice to Proceed. In the absence of appropriate funding, the Owner shall have the right to terminate this Agreement without further liability to the Contractor. All work pursuant to this Agreement shall be completed within 3 calendar weeks of the Notice to Proceed.

- A. Definition of Term: The Term "Substantial completion" shall mean the date certified by the Owner when the Project is sufficiently complete, in accordance with the Contract Documents, so the Owner may utilize the project, or designated portion(s) thereof, for the use for which it is intended.
- B. Time as Essential Condition: It is understood and agreed that the commencement of and substantial completion of the work are essential conditions of this Agreement. It is further agreed that time is of the essence for each and every portion of the Contract Documents wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the Contract Documents any additional time is allowed for the completion of any work, the new time fixed by such extension shall be of the essence of this Agreement. It is understood and agreed that the times for the completion of the work are reasonable, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.
- C. Progress and Completion: Contractor shall commence work promptly upon receipt of a Notice to Proceed and shall prosecute and complete the work regularly, diligently and uninterruptedly at such a rate of progress as will insure Substantial Completion within the stipulated Project Schedule.

4. Performance of the Work

- A. Direction of the Work: The Contractor shall supervise and direct the Work, using his best skills and attention which shall not be less than such state of skill and attention generally rendered by the contracting profession for projects similar to the Project in scope, difficulty and location. The Contractor shall maintain adequate supervisory personnel at the project site during the performance of the Work. He shall be solely responsible for all construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Agreement.

- B. Responsibility for the Work:
- (1) The Contractor shall be responsible to the Owner for the acts and omissions of his employees, Subcontractors and their agents and employees, and other persons performing any of the Work under a contract with the Contractor. This obligation shall also extend to the presence on the Site of suppliers of materials or equipment, their employees, contractors, and agents engaged in the work.
 - (2) The Contractor shall not be relieved from his obligations to perform the Work in accordance with the Contract Documents either by the activities or duties of the Owner in its administration of the Agreement, or by inspections, tests or approvals required or performed by persons other than the Contractor.
- C. Permits and Fees: Unless otherwise expressly provided, the Contractor shall secure and pay for all permits and fees, licenses and inspections necessary for the proper execution and completion of the Work which are customarily secured after execution of the Agreement and which are legally required at the time the bids are received, and the same shall at all times be the property of the Owner and shall be delivered to the Owner upon completion of the Project.
- D. Notices, Compliance With Laws:
- (1) The Contractor shall give all notices and comply with all federal, state and local laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the Work. The Contractor shall provide the Owner with reproductions of all permits, licenses and receipts for any fees paid. The Owner represents that it has disclosed to the Contractor all orders and requirements known to the Owner of any public authority particular to this Agreement.
 - (2) If the Contractor observes that any of the Contract Documents are at variance with applicable laws, statutes, codes and regulations in any respect, he shall promptly notify the Owner in writing, and any necessary changes shall be accomplished by appropriate modification.
 - (3) If the Contractor performs any Work which he knows or should know is contrary to such laws, ordinances, rules and regulations, and without such notice to the Owner, he shall assume full responsibility therefor and shall bear all costs attributable thereto that are incurred by the Owner.
 - (4) In the performance of the Work, the Contractor shall comply with all applicable federal, state and local laws and regulations including those relating to workplace and employee safety. All workers on the site must have OSHA 10 certification at a minimum. The Contractor shall notify the Owner immediately of any conditions at the place of the work which violate said laws and regulations and shall take prompt action to correct and eliminate any such violations.
- E. Project Superintendent: The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site at all times during the progress of the Work. The superintendent shall represent the Contractor and all communications given to the superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be so confirmed on written request in each case.
- F. Progress Schedule: The Contractor, immediately after being awarded the Contract, shall prepare and submit for the Owner's information an estimated progress schedule for the Work. The progress schedule shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.
- G. Drawings, Specifications and Submittals:
- (1) The Contractor shall maintain at the site for the Owner one record copy of all Drawings, Specifications, Addenda, Change Orders and other Modifications, and "As-Built" Drawings and Specifications in good order and marked currently to record all changes made during construction of the installation, and approved Shop Drawings, Product Data and Samples. These shall be delivered to the Owner upon completion of the Work.
 - (2) By approving and submitting Shop Drawings, Product Data and Samples, the Contractor represents that he has determined and verified all materials, field measurements, and field construction criteria related thereto, or will do so, and that he has checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.
 - (3) The Contractor shall not be relieved of responsibility for any deviation from the requirements of the Contract Documents by the Owner's approval of Shop Drawings, Product Data or Samples unless the Contractor has

specifically informed the Owner in writing of such deviation at the time of submission and the Owner has given written approval to the specific deviation. The Contractor shall not be relieved from responsibility for errors or omissions in the Shop Drawings, Product Data or Samples by the Owner's approval thereof.

- (4) The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data or Samples, to revisions other than those requested by the Owner on previous submittals.
 - (5) No portion of the Work requiring submission of a Shop Drawing, Product Data or Sample shall be commenced until the submittal has been approved by the Owner. All such portions of the Work shall be in accordance with approved submittals.
- H. Protection of the Work and Owner's Property: The Contractor shall at all times safely guard the Owner's property from injury or loss in connection with this Agreement. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. All Work shall be performed in compliance with the conditions for on-site work defined in the Technical Specifications included in the Invitation for Bids soliciting this Agreement. The Contractor, and its subcontractors, if any, shall be responsible for the security of all material, supplies and equipment maintained on the premises until the completion of the Work.
- I. Quality of the Work: The Contractor shall perform the work in a good, workmanlike manner. The Contractor hereby guarantees that the entire work constructed by him under the Agreement will meet fully all requirements thereof as to quality of workmanship and materials. The Contractor hereby agrees to make at his own expense any repairs or replacements made necessary by defects in materials or workmanship supplied to him that become evident within _____ year(s) after the date of the final payment, and to restore to full compliance with the requirements set forth herein any part of the work constructed hereunder, which during said period is found to be deficient with respect to any provisions of the Contract Documents. The Contractor also agrees to indemnify and hold the Owner harmless from claims of any kind arising from damage due to said defects. The Contractor shall make all repairs and replacements promptly upon receipt of written orders for same from the Owner. If the Contractor fails to make the repairs and replacements promptly, the Owner may do the work and the Contractor shall be liable to the Owner for the cost thereof.
- J. Warranty: The Contractor guarantees to Owner that all materials incorporated into the work will be new unless otherwise specified or agreed. Prior to final payment, the Contractor shall deliver to the Owner all manufacturers' warranties, together with such endorsements or assignments as are necessary to ensure to the Owner the full rights and benefits of such warranties.
- K. Affirmative Action/Equal Employment Opportunity: The Contractor is directed to comply with all applicable federal laws, state laws, Ordinances, Bylaws, and rules and regulations regarding affirmative action/equal employment opportunity requirements. The Contractor shall not discriminate against any person because of race, age, handicap, sex, creed, color, religion, national origin, ancestry, sexual orientation, or any protected class under the law. Failure of the Contractor to comply with any such law, rule or regulation shall constitute grounds for the Owner to terminate the Agreement.
- L. Site Information Not Guaranteed; Contractor's Investigation: All information given in the Contract Documents relating to existing conditions, natural phenomena, existing pipes, and other structures is from the best sources at present available to the Owner. All such information is furnished only for the information and convenience of the Contractor and is not guaranteed. It is agreed and understood that the Owner does not warrant or guarantee that the conditions, natural phenomena, existing pipes, or other structures encountered during construction will be the same as those indicated in the Contract Documents. Contractor has familiarized himself with the nature and extent of the Contract Documents, work, locality, and with all local conditions and federal, state, and local laws, rules, ordinances, and regulations that in any manner may affect costs, progress, or performance of the Work. Contractor has made, or has caused to be made, examinations, investigations, and tests and studies of such reports and related data in addition to those referred to in the paragraph above as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other Terms and Conditions of the Contract Documents; and no additional examinations, tests, investigations, reports, and similar data are or will be required by the Contractor for such purposes. Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the Contract Documents. Contractor has given the Owner written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents, and the

resolution thereof by the Owner is acceptable to the Contractor. It is further agreed and understood that the Contractor shall not use or be entitled to use any of the information made available to him or obtained in any examination made by him in any manner as a basis of or ground for any claim or demand against the Owner, arising from or by reason of any variance which may exist between the information made available and the actual subsurface conditions or other conditions or structures actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

5. Wage Rates: Prevailing Wage Rates as determined by the Commissioner of the Department of Labor and Workforce Development under the provisions of Massachusetts General Laws, Chapter 149, Section 26 to 27G, as amended, apply to this project. It is the responsibility of the Contractor to provide the Owner with certified payrolls and to comply with all requirements of the above-cited statutes. The schedules of prevailing wage rates are included in the Contract Documents.

6. Payments to the Contractor: Within fifteen (15) days after receipt from the Contractor of a proper and satisfactory payment request of the amount due, the Owner shall have fifteen (15) days to make payment for:

- A. The work performed during the billing period.
- B. The materials not incorporated in the Work but delivered and suitably stored at the site (or at some location agreed upon in writing) to which the Contractor has title, or to which a Subcontractor has title and has authorized the Contractor to transfer title to the Owner.
- C. Less the following retention items:
 - 1. A retention based on an estimate of the fair value of the Owner's claims against the Contractor.
 - 2. A retention for direct payments to Subcontractors, if any, based on demands for same in accordance with the provisions of Section 39F of Chapter 30 of the General Laws.
 - 3. A retention not exceeding five percent (5%) of the approved amount of the periodic payment.
- D. After the receipt of a request for final payment and within sixty-five (65) days after the Contractor fully completes the Work, or substantially completes the Work so that the value of the Work remaining to be done is, on the estimate of the Owner, less than 1% of the original Contract Price, the Owner shall pay the Contractor the entire balance due on the Contract less:
 - 1. A retention based on an estimate of the fair value of the Owner's claims against the Contractor and of the cost of completing the incomplete and unsatisfactory items of work.
 - 2. A retention for direct payments to Subcontractors, if any, based on demands of same in accordance with the provisions of Section 39F of Chapter 30 of the General Laws, or based on the record of payments by the Contractor to the Subcontractors under this Contract if such record of payment indicates that the Contractor has not paid Subcontractors as provided in Section 39F of Chapter 30 of the General Laws.
- E. Changes in the Work: No changes in the work covered by the approved Contract Documents shall be made without prior written approval of the Owner.
- F. Claims for Additional Costs: If the Contractor wishes to make a claim for an increase in the Contract Sum, he shall give the Owner written notice thereof within twenty (20) days after the occurrence of the event giving rise to such claim. This notice shall be given by the Contractor before proceeding to execute the Work, except in an emergency endangering life or property. No such claim shall be valid unless so made. Any change in the Contract Sum resulting from such claim shall be authorized by Change Order.
- G. Final Payment, Effect: The acceptance of final payment by the Contractor shall constitute a waiver of all claims by the Contractor arising under the Agreement.
- H. Contract Documents: The Contract Documents consist of the following, together with this Agreement:
 - Invitation for Bids
 - This Contract Form
 - Contractor's Bid and Bid Form and any Graphics submitted
 - Labor & Materials Payment Bond

- Non-Collusion Certificate
- Tax Compliance Certificate
- Clerk's Certificate of Corporate Vote
- Certificate of Insurance
- General Requirements
- Specifications and Addenda
- Schedule of Prevailing Wages

7. Terms Required By Law

This Agreement shall be considered to include all terms required to be included in it by the Massachusetts General Laws, and all federal laws, as though such terms were set forth in full herein.

A. Indemnification:

- a. To the fullest extent permitted by law, the Contractor shall defend, indemnify, and save harmless the Town and its respective duly elected or appointed officials, agents and employees (referred to collectively as "Town") from and against all demands, claims, damages, liabilities, losses, costs, and expenses (including, but not limited to, reasonable attorney fees) (referred to collectively as "demands") arising out of or resulting from any work performed pursuant to this Agreement including but not limited to any negligent acts, errors, or omissions of the Contractor, any subcontractor of the Contractor, or any person directly or indirectly employed by any of them, or by a defect of a product or design supplied by the Contractor or subcontractor. Such obligation shall not negate, abridge, or reduce in any way any additional indemnification rights of the Town, that otherwise may exist under statute or in law or equity.
- b. Contractor assumes full responsibility for relations with any subcontractors employed directly or indirectly by the Contractor and the Contractor shall defend, indemnify, and save harmless the Town from all demands made against the Town by such subcontractor, such subcontractor's agent or employee, or any person, as the result of such subcontractor's work performed pursuant to this Agreement including but not limited to negligent acts, errors, or omissions that arise out of, result from, or are connected with the performance of this Agreement or any subsequent Agreement and is not otherwise subject to indemnifications under subparagraph "a" above.
- c. The Contractor shall defend, indemnify, and hold harmless the Town from any and all demands relating to wages, overtime compensation, or other employee benefits by employees employed directly or indirectly by the Contractor for work performed in connection with the work hereunder or required by state or federal law, including but not limited to Fair Labor Standards Act and Massachusetts Prevailing Wage Law.
- d. The indemnification obligations of the Contractor and subcontractor shall not be limited in any way by any limitations on the amount or type of damages, compensations, or benefits payable by or for the Contractor or subcontractor under any federal or state law.
- e. In the event of a breach of this Agreement by the Contractor, the Contractor shall pay the Town all reasonable attorney fees, costs and other litigation expenses incurred by the Town in enforcing its rights as a result of said breach in addition to any damages for said breach.

B. Insurance

The Contractor shall purchase and maintain such insurance as will protect both the Owner and the Contractor from claims which may arise under the Agreement, including operations performed for the named insured by independent contractors and general inspection thereof by the named insured. In addition, the Contractor shall require its subcontractors to maintain such insurance. Coverage shall be provided for:

- (1) claims under workers' or workmen's compensation, disability benefit and other applicable employee benefit acts;
- (2) claims for damages because of bodily injury, occupational sickness or disease, or death of Contractor's employees;
- (3) claims for damages because of bodily injury, sickness or disease, or death of any person other than Contractor's employees;

- (4) claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or (2) by any other person;
- (5) claims for damages, including damages to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- (6) claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle; and
- (7) claims involving contractual liability applicable to the Contractor's obligations under Article 15. The limits of liability for coverage required under the preceding paragraph shall be as required by the Owner.

Except for Workmen's Compensation, all liability coverage shall name the Town of NORTHFIELD as an additional insured and shall provide for 30 days prior written notice to the Owner of any modification or termination of coverage provided thereby. The Contractor shall provide the Owner with appropriate certificate(s) of insurance evidencing compliance with this provision prior to the commencement of any work under this Agreement.

7. Notice: All notices required to be given hereunder shall be in writing and delivered to, or mailed first class to, the parties' respective addresses stated above. In the event that immediate notice is required, it may be given by telephone, e-mail or facsimile, but shall, to the extent possible, be followed by notice in writing in the manner set forth above.

8. Termination:

- A. Each party shall have the right to terminate this Agreement in the event of a failure of the other party to comply with the terms of the Agreement. Such termination shall be effective upon seven days' notice to the party in default and the failure within that time of said party to cure its default.
- B. The Owner shall have the right to terminate the Agreement without cause, upon ten (10) days' written notice to the Contractor. In the event that the Agreement is terminated pursuant to this subparagraph, the Contractor shall be reimbursed in accordance with the Contract Documents for all Work performed up to the termination date, and for all materials or equipment not incorporated in the Work, but delivered and suitably stored at the site. Payment for material or equipment stored at the site shall be conditioned upon submission by the Contractor of bills of sale

Sample Contract – Invitation for Bids Highway Garage Roof Replacement or such other evidence as is satisfactory to Owner to establish the Owner's title to such material or equipment or otherwise protect the Owner's interests, including all manufacturers' warranties.

9. Miscellaneous:

- A. Royalties and Patents: The Contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save the Owner harmless from loss on account thereof, except that the Owner shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified; but if the Contractor believes or has reason to believe that the design, process or product specified is an infringement of a patent, he shall be responsible for such loss unless he promptly gives such information to the Owner, and thereafter the Owner insists on the use of the design, process or products specified.
- B. Assignment: The Contractor shall not assign or transfer any of its rights, duties or obligations under this Agreement without the prior written approval of the Owner.
- C. Governing Law: This Agreement shall be governed by and construed in accordance with the law of the Commonwealth of Massachusetts.
- D. By its signature hereon, the Contractor certifies, under the pains and penalties of perjury, that it has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, the Owner by its authorized representatives who, however, incur no personal liability by reason of the execution hereof or of anything herein contained, as of the day and year first above written.

CONTRACTOR

OWNER: TOWN OF NORTHFIELD

By: _____
Signature

By: _____
Chair, Board of Selectmen

Print or Type Name Print or Type Name

Title:

In accordance with M.G.L. C.44, Section 31C, this is to certify that an appropriation in the amount of this contract is available therefore and that the Board of Selectmen has been authorized to execute the contract and approve all requisitions and change orders.

By: _____ Approval as to Form: _____

INVITATION FOR BIDS
Northfield Highway Garage Roof Replacement Project
Northfield, Massachusetts

The Town of Northfield will accept sealed bids for replacing the roof at the Northfield Highway Garage.

Bids should be marked "Northfield Highway Garage Roof" and will be received by the **Town of Northfield, 69 Main Street, Northfield, MA 01370 in the Office of the Town Administrator** until November 10, 2015 at 1pm. Emailed or faxed bids will not be accepted.

A bid deposit, payable to the Town of Northfield, in the amount of 5% of the bid amount is required with the bid submittal and may be in the form of a Treasurer's/bank check or drawn on a Massachusetts licensed surety.

A mandatory pre-bid briefing/walk through will be held on site on 10/14/2015, 10AM Mandatory On-Site Briefing Meeting.

Wage rates for this bid are subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive and are included in the bid package.

Bid specifications and any subsequent addenda may be requested from the architect.

The awarding authority is the Town of Northfield Board of Selectmen. The Town of Northfield reserves the right to accept or reject any or all bids in total or in part as they may deem to be in the best public interest.

Date

The Town of Northfield does not discriminate on the basis of disability with respect to admission to, access to, or operation of its programs, services, or activities.

Advertisement for Construction Services (MGL c. 149)

TIME SCHEDULE:

☐ Greenfield Recorder Newspaper Legal Ad

☐ Posted at Northfield Town Hall

☐ Central Register Publication

CRITICAL DATES

11/10/2015 10AM Mandatory On-Site Briefing Meeting

11/20/2015 Deadline for Written Questions

11/25/2015 1PM Deadline for Submission of Bids / Public Opening A bid deposit, payable to the Town of Northfield, in the amount of 5% of the bid amount is required with the bid submittal and may be in the form of a Treasurer's/bank check or drawn on a MA licensed surety

ESTIMATED DATES

12/8/2015: Bids evaluated

Week of 12/08/2015: Board of Selectmen Sign Contract

12/15/2015: Work Begins

01/15/2016: Work Completed

NORTHFIELD HIGHWAY GARAGE ROOF REPLACEMENT

GENERAL INSTRUCTIONS and CONTRACT TERMS

1. Sealed Bids, plainly marked "Northfield Highway Garage Roof" in the lower left corner of the envelope, should be submitted to Brian Nobile, Town Administrator, 69 Main Street, Northfield, MA 01370 in the Office of the Town Administrator by November 10, 2015 at 1pm. The original and three copies should be submitted. **Emailed or faxed bids will not be accepted.**
2. If you received this bid package from any source other than the Architect, you must check for any addenda/notices that may be issued regarding this bid.
3. All work is to be done by licensed, certified, and skilled tradespeople.
4. The contractor will be bound by all applicable statutory provisions of law of the Federal Government, the Commonwealth of Massachusetts, and local codes (including current building and fire codes).
5. As the Town is exempt from the payment of Federal Excise Taxes and Massachusetts Sales Tax, prices quoted herein are not to include these taxes.
6. Prevailing Wage rates set at the Massachusetts Department of Labor and Industries apply. Appropriate wage schedule is attached.
7. A Labor and Materials/Payment Bond is required at the time of contract signing in the amount of 50% of the construction bid.
8. A bidder will be held to the terms and the prices submitted for the duration of the contract period if a contract is signed by both parties within 20 days from bid opening.
9. Contract execution will be conditioned upon producing an insurance certificate as outlined on the INSURANCE REQUIREMENTS page.
10. A contract substantially in accord with the Sample Contract found in this bid package will be required to be signed by the Contractor and the Northfield Board of Selectmen. The Architect's specifications will be central to the the legally binding contract. Bidder must include the Sample Contract with each page initialed as acknowledgement of terms and conditions. Any terms or conditions that cannot be met by the bidder must be brought to the Architect's attention in a Written Question before the deadline. If the matter can be resolved in an Addendum, one will be issued so that all Bidders are notified of any exceptions allowed.
11. The contract resulting from this bid will be awarded to the lowest responsible and responsive contractor based upon price, past performance and reliability of the contractor, quality of product and/or service, and degree of exclusion, exemption, or restrictions on the bid.

12. A contract will be signed between the awarded contractor and the Town of Northfield.
13. The Architect will be available to answer any general questions about procedure, etc., but no question will be answered that in any way could give an unfair advantage to a contractor except through a written Addendum. Written questions will be accepted up to 4 days prior to the bid deadline.
14. The Contractor must submit with their response a list of at least three (3) projects which they have successfully completed, giving the name and address of the projects so that they may be investigated prior to the award of the contract. Public projects of similar size and scope are preferred. A contact person with CURRENT PHONE NUMBER must be provided for each reference.
15. Bids which are incomplete, not properly endorsed or signed, or otherwise contrary to instructions may be rejected as non-responsive by the Town. Conditional Bids will not be accepted.
16. Any inferior or damaged product, as determined by the Town of Northfield, will be replaced at the total expense of the Contractor.
17. Any restrictions, qualifications, or deviations from specifications must appear either on the Bid Form or on an attachment thereto.
18. OSHA Certification: All contractors working on public works projects will be required to certify that ALL employees employed at the work site have successfully completed an OSHA approved course in construction safety at least 10 hours in duration. This law requires general contractors to have on file records of all employees' OSHA 10- hour training and provide proof to the various agencies in charge of the work. This also applies to all subcontractors, hired trucks, and hired equipment with operators. Every bidder must certify that all persons who are employed by them for this bid are certified. Proof does not have to be submitted with this bid, but must be available upon request.
19. INSURANCE REQUIREMENTS: The Contractor shall at all times during the Contract maintain in full force and effect Employer's Liability, Worker's Compensation, Bodily Injury Liability, and Property Damage and General Liability Insurance, including contractual liability coverage. All insurance shall be by insurers and for policy limits acceptable to the TOWN OF NORTHFIELD and before commencement of work hereunder the Contractor agrees to furnish the TOWN certificates of insurance or other evidence satisfactory to the TOWN to the effect that such insurance has been procured and is in force.

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

COVERAGES LIMITS OF LIABILITY

Worker's Compensation Statutory **

Employer's Liability \$500,000.00

Automobile Liability \$1,000,000.00 combined single limit for bodily injury and property damage

General Liability \$1,000,000.00 each occurrence

\$2,000,000.00 aggregate

Excess Umbrella Liability \$1,000,000

** A **"Workers Compensation Insurance Affidavit: General Business"** as issued by the Massachusetts Department of Industrial Accidents will be required of the winning bidder(s) at contract signing. See <http://www.mass.gov/lwd/docs/dia/forms/f-aff-general.pdf> The Town of NORTHFIELD shall be named as additional insured under the liability and automobile insurance. The excess/umbrella liability insurance policy should contain a broad form general liability endorsement.

Failure or refusal of the successful bidder to execute and deliver a Signed Contract, Workers Compensation Insurance Affidavit, Certificate of Insurance, and Labor and Materials Bond acceptable to the Town within ten days after notice of contract award will result in the forfeiture of the Bid Deposit/Bond as Liquidated Damages. The Contract will be awarded to the next lowest qualified bidder or the IFB re-advertised, as the Town believes is in the best public interest.

Checklist of Required Signed Submittals:

- ✓ Bid Form
- ✓ Bid Signature Page with Corporate Resolution or List of Partners if applicable
- ✓ Tax Compliance Form
- ✓ Non Collusion Form
- ✓ Debarment Form
- ✓ OSHA Statement
- ✓ 5% Bid Bond (payable to TOWN OF NORTHFIELD)
- ✓ Sample Contract with each page initialed as acknowledgement. Any terms or conditions that cannot be met by the bidder must be brought to the ARCHITECT's attention in a Written Question before the deadline. If the matter can be resolved in an Addendum, one will be issued so that all Bidders are notified of any exceptions allowed.

Items required at Contract Signing:

- ✓ Proof of Insurance with the Town of Northfield named as Additional Insured
- ✓ 50% Labor and Materials Payment Bond drawn on a Massachusetts Licensed Surety

NORTHFIELD HIGHWAY GARAGE ROOF REPLACEMENT PROJECT

Bid Form

Pricing is per bid specifications provided within this Invitation for Bids. All activities not expressly mentioned in these specifications, but involved in carrying out their intent are required and the Contractor shall perform the same as though they were specifically mentioned, described, and delineated – including the provision of incidental equipment and supplies.

Total Lump Sum Bid Amount \$ _____

In words: _____

The Bidder certifies that all materials meet or exceed the requirements of the bid specifications.

Any OR EQUAL submissions require accompanying documentation. The Architect has the sole discretion to determine if a product or method is EQUAL.

Signature _____ Printed Name _____

Title _____ Company Name _____

Company Address _____

Phone _____ Fax _____ Email _____

Date _____

Please acknowledge any Addenda:

#1 _____ #2 _____

The Office of the Attorney General, Washington, DC, requires the following information on all bid proposals amounting to \$1,000.00 or more:

_____ Federal Tax ID Number (this number is regularly used by companies when filing their "EMPLOYER'S FEDERAL TAX RETURN, U.S." Treasury Department Form 941

*IF A CORPORATION, INCLUDE WITH YOUR BID A CORPORATE RESOLUTION LISTING ALL DULY AUTHORIZED SIGNERS ON BEHALF OF THE CORPORATION AND **CHECK HERE** ☐

*IF A PARTNERSHIP, INCLUDE A LIST OF NAMES/ADDRESSES OF ALL PARTNERS AND **CHECK HERE** ☐

*IF A PROPRIETORSHIP, COMPLETELY FILL OUT INFORMATION ABOVE ONLY - **CHECK HERE** ☐

REFERENCES

Please list AT LEAST THREE references, preferably for PUBLIC projects of similar size and scope. Please make sure contact information is CURRENT. Inability to check references may affect the eligibility of your bid. Use additional sheet for more references.

1 _____
Name of Project Contract Dates _____

Name of Contact Person Title of Contact Person _____

Phone Number Scope of Work _____

2 _____
Name of Project Contract Dates _____

Name of Contact Person Title of Contact Person _____

Phone Number Scope of Work _____

3 _____
Name of Project Contract Dates _____

Name of Contact Person Title of Contact Person _____

Phone Number Scope of Work _____

TAX COMPLIANCE AND NON-COLLUSION STATEMENTS

Any person or corporation that fails to date, sign with original signature, and submit the following statements shall not be awarded this contract.

Tax Compliance :

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Authorized Official's Signature Title of Person Signing

Typed or Printed Name of Person Signing Company Name

Telephone Number

Address

Fax Number

Email Address

Date

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Date

Authorized Official's Signature

Typed or Printed Name of Person Signing

Company or Corporation

DEBARMENT STATEMENT

Any person or corporation that fails to date, sign with original signature, and submit the following statement shall not be awarded this contract.

Debarment (Chapter 550, Acts of 1991)

The undersigned certifies under penalties of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth of Massachusetts under the provisions of Section 29F of Chapter 29 of the General Laws, or any other applicable debarment provisions of any other Chapter of the General Laws, or any Rule or Regulation promulgated thereunder.

Date _____

Authorized Official's Signature

Typed or Printed Name of Person Signing

Company or Corporation

OSHA CERTIFICATION

I hereby certify that all of our employees who will be employed at the work site have successfully passed the OSHA approved 10-hour safety course, and we have proof on file. I also certify that I am able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work.

Date _____

Authorized Official's Signature

Typed or Printed Name of Person Signing

Company or Corporation

Name and Tel # of Person who will be filing CERTIFIED PAYROLL

Documents List:

- | | |
|---------|-------------------------------------|
| ITEM 1. | FRONT-END DOCUMENTS |
| ITEM 2. | ARCHITECT'S INSTRUCTIONS TO BIDDERS |
| ITEM 3. | THE SPECIFICATIONS |
| ITEM 4. | DRAWINGS/PHOTOS |

ITEM 2: INSTRUCTIONS TO BIDDERS/GENERAL CONDITIONS

THE WORK: The work consists of replacing the roofing system (roof system, insulation, roofing, flashing, counter-flashing, etc.) as shown on the drawings and all associated work, in accordance with the documentation. The purpose of the Work is to replace an aging and failing roof system with a completely new weatherproof roofing system.

The Work of the contract shall consist of all construction materials, labor, equipment and services required by the drawings, specifications and other documentation, or as reasonably inferable from any or all of the Construction Documents. The Work shall be for the whole or part of the project as described in the Construction Agreement.

The Work of the project shall comply in all respects with applicable federal, state, county and/or city/town regulations, laws and codes. All required building and other permits shall be obtained before beginning construction.

All materials and workmanship shall be equal to the highest standard and shall be to the satisfaction of the Owner. Substitution of items will not be permitted unless specifically approved by the Architect, in writing.

BID FORM: *(A bid form is provided as a part of the bidding package.)*

EXAMINATION OF DOCUMENTS AND SITE: Before submitting a bid, each bidder shall examine the building carefully, shall read the Specifications and all other Bidding Documents. Each bidder shall fully inform himself/herself prior to bidding as to existing conditions and limitations under which the Work is to be performed, and shall include in his bid a sum to cover the cost of items necessary to perform the Work as set forth in the proposed Contract Documents. No allowance will be made to a bidder because of lack of such examination or knowledge. The submission of a bid will be considered as conclusive evidence that the bidder has made such examination.

PROJECT SITE WALK THROUGH: *(See other sections of the Documentation.)*

CONSTRUCTION TIME: The Agreement includes a stipulation that the Work be substantially completed not later than 3 calendar weeks from the signing of the Contract.

BUILDING PERMIT: It is the responsibility of the Contractor to apply for and secure a building permit for the Work. The Contractor is responsible for contacting the Architect and the Town of Northfield Building Inspector for timely and required inspections of the Work.

BID DUE DATE: *(See other sections of the Documentation.)*

ITEM 4: THE SPECIFICATIONS

SUMMARY: The Specifications of the Work consist of details, materials and methods required for replacement of the roof (roof system, insulation, roofing, flashing, counter-flashing, etc.) of the above listed project in accordance with the Documentation. The existing roofing is a "metal roof" consisting of metal panels secured to the structure and installed over the roof insulation and structure.

The gross area of the roof is estimated to be approximately 6,460 square feet. THE CONTRACTOR IS RESPONSIBLE FOR EXACT MEASUREMENTS.

SALVAGE:

MATERIALS OWNERSHIP. The Town of Northfield will keep the roofing panels. Carefully remove and store (as directed by the Town). It is assumed that the Contractor will gain value from the salvage of the materials that the Town does not retain and will apply that value towards reducing the overall bid proposal.

CONTRACT DOCUMENTS AND RELATED REQUIREMENTS:

The following specifications are considered minimum requirements for a proper completion of the Work as described by the Documents. Provide all necessary permits, labor, materials, equipment, debris and demolition/roofing removal, safety procedures and supervision and all Project and Contract Closeout requirements and procedures.

Drawings, general provisions of the contract, including any supplementary conditions and other included specifications, shall apply to the work of this project. The Documents show the work to be done under the contract and related requirements and conditions impacting the project. Related requirements and conditions include applicable codes and regulations, notices and permits, existing site conditions and restrictions on use of the site, requirements for Owner occupancy during the work, coordination with other work and the phasing of the work. In the event the Contractor discovers a conflict in the contract documents and/or requirements or codes, the conflict must be brought to the immediate attention of the Architect for resolution. Whenever there is a conflict or overlap in the requirements, the most stringent shall apply. Any actions taken by the Contractor without obtaining guidance from the Architect shall become the sole risk and responsibility of the Contractor. All cost incurred due to such action are also the responsibility of the Contractor.

CONTRACTOR(S):

The Contractor shall be solely responsible for the Work described in the contract agreement. S/he shall have complete control over construction methods, techniques and procedures and shall supervise such work with her/his best skill and attention. The Contractor shall pay for all labor, equipment, materials and services required to complete the Work as described in the Contract Agreement as well as building

permits and other governmental fees, licenses and inspections necessary for the proper completion of the Work.

The Contractor warrants to the Owner that all materials and equipment required to complete the Work on the project will be of good quality and new, unless otherwise specified.

The Contractor shall take care in working near existing areas to protect them from damage. The Contractor shall be responsible for any damage to existing areas and will repair such damage, at his expense, to the Owner's satisfaction.

The Contractor shall keep the project site and surrounding area free from waste materials and rubbish which results from his work on the project. Removal, hauling and disposal of rubbish and waste materials shall be the responsibility of the Contractor or as stipulated in these documents.

The Contractor shall be held responsible for all damages resulting from his, or his subcontractors, errors, omissions or negligence in the performance of the Work of the Construction Agreement.

The Contractor shall hold harmless the Town and Architect from and against all claims, damages, losses, expenses, legal fees or other costs resulting from the Contractor's performance of the Work of the Construction Agreement.

The Contractor shall provide the Town and Architect access to the Work for review.

SUBCONTRACTORS:

The Contractor shall select the subcontractors, except that he shall not use subcontractors to whom the Owner has a reasonable objection. The Contractor shall not be required to use a subcontractor to whom he has a reasonable objection.

OSHA:

The entire work area including the roof, access to the roof, and the ground site shall be made OSHA safe by this Contractor.

TERMINATION OF THE AGREEMENT:

If the Owner fails to make payment under the terms of the Agreement, through no fault of the Contractor, the Contractor may, upon seven (7) days written notice to the Owner, terminate the contract. The Owner shall pay for work completed and any proven loss with respect to materials, equipment and machinery and reasonable profit applicable to the work under this Agreement.

If the Contractor fails to carry out the work in accordance with the agreement and other construction documents, the Owner may, upon seven (7) days written notice to the Contractor, terminate the contract, and finish the work by whatever method the Owner determines. If the cost of completing the

work exceeds the balance due under this agreement, the difference is to be paid to the Owner by the Contractor.

JURISDICTION:

This agreement shall be governed by the laws of the Commonwealth of Massachusetts.

CONTRACTOR USE OF PREMISES:

The Contractor and Contractor's personnel, subcontractors and others providing a portions of the Work of the project shall cooperate fully with the Owner regarding the use of the interior of the building to facilitate the Work.

PROJECT CHANGES:

Changes, modifications, additions and/or deletions to the Work under this agreement will only be made by written order signed by the Owner and the Contractor. Any such changes will not invalidate this Agreement. The time for project completion and the project cost will be adjusted accordingly.

SANITARY FACILITIES:

The Contractor shall coordinate with the Owner's representative for the project, the use of sanitary facilities for ALL personnel and maintain them in a clean and sanitary condition throughout the project.

PERSONNEL PROTECTION:

The Contractor is responsible for all safety and protection of all persons at the site of the Work.

PROJECT WORK SPECIFICATIONS

CONTRACTOR NOTE: THE SPECIFICATIONS ARE WRITTEN USING PROPRIETARY MATERIALS AND CONSTRUCTION METHODS. THE SPECIFICATIONS, AS WRITTEN, ARE INTENDED TO SET A LEVEL OF QUALITY FOR THIS PROJECT. CONTRACTOR MAY USE ALTERNATE MATERIALS OF AN EQUAL OR GREATER QUALITY, BUT ONLY AS APPROVED IN WRITING BY THE ARCHITECT. SUBMIT SUGGESTED ALTERNATES FOR REVIEW IN A TIMELY MANNER FOR A RESPONSE FROM THE ARCHITECT BEFORE BIDS ARE DUE. THE ARCHITECT IS THE SOLE ARBITER OF THE QUALITY OF THE MATERIALS AND METHODS.

CONTRACT CLOSEOUT:

PART 1 – GENERAL SUMMARY

This Section describes an orderly and efficient transfer of the completed Work to the Owner.

QUALITY ASSURANCE: Prior to requesting inspection by the Architect, use adequate means to assure that the Work is completed in accordance with the specified requirements and is ready for the requested inspection.

PROCEDURES:

Substantial Completion:

The Architect will inspect to determine status of completion.

Should the Architect determine that the Work is not substantially complete:

- a. The Architect promptly will so notify the Contractor, in writing, giving the reasons therefore.
- b. Remedy the deficiencies and notify the Architect when ready for re-inspection.
- c. The Architect will re-inspect the Work.

When the Architect concurs that the Work is substantially complete:

- a. The Architect will prepare a "Certificate of Substantial Completion", accompanied by the Contractor's list of items to be completed or corrected, as verified by the Architect.
- b. The Architect will submit the Certificate to the Owner and to the Contractor for their written acceptance of the responsibilities assigned to them in the Certificate.

Final Completion:

Verify that the Work is complete including, but not necessarily limited to any "punch list" items.

Certify that:

- a. Contract Documents have been reviewed.
- b. Work has been inspected for compliance with the Contract Documents.
- c. Work has been completed in accordance with the Contract Documents.
- d. Equipment and systems have been tested as required, and are operational.

- e. Work is completed and ready for final inspection.

The Architect will make an inspection to verify status of completion.

Should the Architect determine that the Work is incomplete or defective:

- a. The Architect promptly will so notify the Contractor, in writing, listing the incomplete or defective work.
- b. Remedy the deficiencies promptly, and notify the Architect when ready for re-inspection.

When the Architect determines that the Work is acceptable under the Contract Documents, he will request the Contractor to make closeout submittals.

Closeout submittals include, but are not necessarily limited to:

- a. Operation and maintenance data for items for other Sections of these Specifications, and for other items when so directed by the Architect.
- b. Warranties and bonds.

Evidence of compliance with requirements of governmental agencies having jurisdiction including, but not necessarily limited to:

- a. Certificates of Inspection.
- b. Certificates of Insurance for products and completed operations.
- c. Evidence of payment and release of liens.
- d. Final adjustment of accounts:
- e. Submit a final statement of accounting to the Architect, showing all adjustments to the Contract Sum.

If so required, the Architect will prepare a final Change Order showing adjustments to the Contract Sum which were not made previously by Change Orders.

INSTRUCTION: Instruct the Owner's personnel in proper operation and maintenance of systems, equipment, and similar items which were provided as part of the Work.

CLEANING

PART 1 – GENERAL SUMMARY

Throughout the construction period, maintain the building and site in a standard of cleanliness as described in this Section.

QUALITY ASSURANCE

Conduct daily inspections, and more often if necessary, to verify that requirements for cleanliness are being met.

PART 2 – PRODUCTS CLEANING MATERIALS AND EQUIPMENT:

Provide required personnel, equipment, and materials needed to maintain the specified standard of cleanliness.

COMPATIBILITY:

Use only the cleaning materials and equipment which are compatible with the surface being cleaned, as recommended by the manufacturer of the material.

PART 3 – EXECUTION PROGRESS CLEANING:

General: Retain stored items in an orderly arrangement allowing maximum access, not impeding traffic or drainage, and providing required protection of materials.

Do not allow accumulation of scrap, debris, waste material, and other items not required for construction of this work.

Provide adequate storage for all items awaiting removal from the job site, observing requirements for fire protection and protection of the ecology.

Site: Daily, and more often if necessary, inspect the site and pick up all scrap, debris, and waste material. Remove such items to the place designated for their storage.

Weekly, and more often if necessary, inspect all arrangements of materials stored on the site by re-stacking and organizing.

Maintain the site in a neat and orderly condition at all times.

'Clean' for the purpose of this paragraph shall be interpreted as meaning free from dust and other material capable of being removed by use of reasonable effort and a hand-held broom.

FINAL CLEANING:

'Clean' for the purpose of this Article, except as may be specifically provided otherwise, shall be interpreted as meaning the level of cleanliness generally provided by skilled cleaners using commercial quality building maintenance equipment and materials.

Prior to completion of the work, remove from the job site all tools, surplus materials, equipment, scrap debris, and waste. Conduct final progress cleaning as described above.

ROOF REPLACEMENT

PART 1 – GENERAL SUMMARY

The intent of the project is to replace a leaky metal roof panel system with a new weathertight roof panel system, including associated fascia.

SUBMITTALS

Product Data: Submit metal building system manufacturer's product information, specifications, and installation instructions for new weathertight roof panel system and fascia accessories.

QUALITY ASSURANCE

Manufacturer's Qualifications: Manufacturer regularly engaged, for past 10 years, in manufacture of metal building systems of similar type to that specified.

Accredited based on IAS Accreditation Criteria AC472 and requirements in International Building Code (IBC), Chapter 17.

Installer's Qualifications: Installer regularly engaged, for past 5 years, in installation of metal building systems of similar type to that specified.

Employ persons trained for installation of metal building systems.

DELIVERY STORAGE HANDLING

Delivery and Acceptance Requirements: Deliver materials to site in manufacturer's original, unopened containers and packaging, with labels clearly identifying product name and manufacturer.

Storage and Handling Requirements:

1. Store and handle materials in accordance with manufacturer's instructions.
2. Keep materials in manufacturer's original, unopened containers and packaging until installation.
3. Do not store materials directly on ground.
4. Store materials on flat, level surface, raised above ground, with adequate support to prevent sagging.

5. Protect materials and finish during storage, handling, and installation to prevent damage.

WARRANTY

Class II Weather tightness Warranty (Available only on Standing Seam Roof Panels). This is U.S.A.'s standard no dollar limit weather tightness warranty which covers only panel seams and end laps. Although the warranty has no dollar limit it does not cover the entire roof system and roof system components – only panel seams and end laps.

Liability, as combined to U.S.A. and our customer is limited to the actual cost of the repair work.

MANUFACTURER

United Structures of America, Inc.
1912 Buschong St. Houston, TX 77039.
214 Fountain Head Road, Portland, TN 37148
Phone (281) 442-8247. www.usabldg.com

See other sections of these specifications regarding the acceptance of products and methods that are non-proprietary.

PART 2 - PRODUCTS

METAL ROOF SYSTEM

Carefully remove existing standing seam roofing and fascia system, taking care to not damage the existing insulation system. Roof covering shall consist of the roof panels, their attachments, trim and sealants for use on the exterior of the roof.

Use "GUARDIAN-LOK" (or equal) which shall be a system of standing seam roof panels with a floating clip system to provide for thermal movement of the panel and have a roof slope of ¼:12 or greater. The 24" wide net coverage has 3" high major ribs at 24" centers, and 2 minor ribs between the major ribs.

"GUARDIAN-LOK" roof system shall be installed utilizing concealed steel clips, snaplocked at the side joints, weatherproofed by factory applied sealant and is mechanically seamed. "GUARDIAN-LOK" panels shall be continuous from ridge to eave until the panel length exceeds 40' and/or the panels become prohibitive for handling, in which case end laps are provided. End laps shall be 3" and occur 7" above a supporting member, utilizing 16 gage back-up plates.

ROOF PANELS shall be prefinished in a choice of U.S.A. Standard Color over zinc-aluminum alloy coated.

FASCIA: Remove and replace all metal fascia on the entire perimeter of the building on the eaves.

ROOF INSULATION SYSTEM

Remove and completely replace all components of the existing insulation including batts and thermal insulation blocks.

INSULATION

Laminated Fiberglass: Owens-Corning Fiberglas, NAIMA 202, "Certified R" metal building insulation. TIMA Insignia and Insulation Thickness: Ink-Jet printed on fiberglass.

Back-Fill Insulation: Owens-Corning Fiberglass unfaced "Pink Metal Building Insulation Plus."

Certified R-value: 30 Thermal Insulation blocks R-value: 10

Roof Insulation Facing: PSK Heavy Duty (WMP-30).

0.0015-inch-thick, UV-stabilized, white polypropylene film laminated to 0.0003-inch-thick aluminum foil, reinforced with glass-fiber scrim, in white.

Adhere facing to Owens-Corning Fiberglass "Certified R", NAIMA 202, fiberglass blanket.

Assembly of Insulation Blanket and Facing:

Flame Spread Rating: Less than 25.

UL Label: Submit documentation that the insulation meets the requirements of the International Building Code 2009.

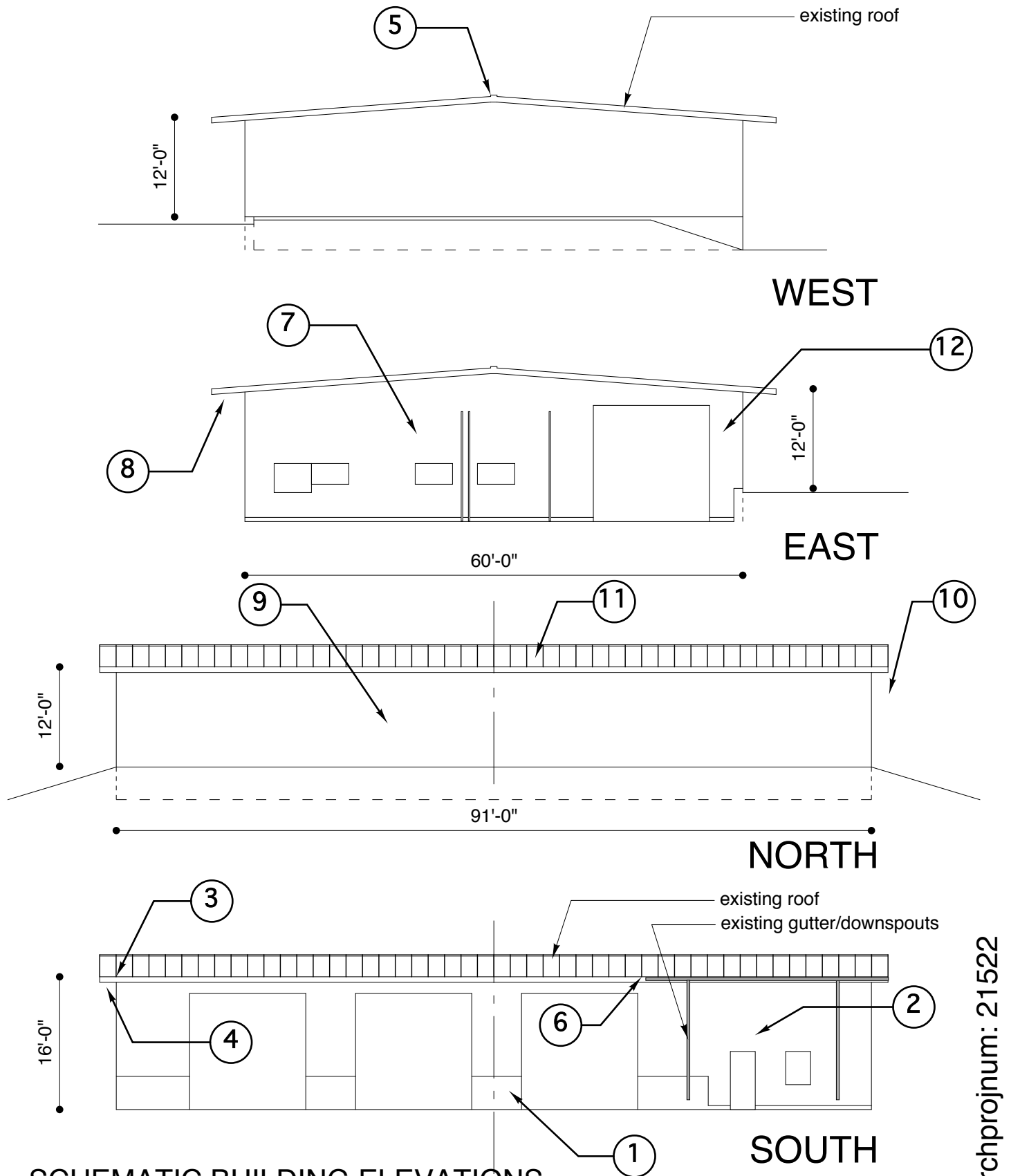
Use manufacturer's insulation support system.

INSTALLATION – METAL ROOF SYSTEM

Metal Roof System Installation: Install roof system in accordance with metal building system manufacturer's instructions at locations indicated on the Drawings. Install the roof system and fascia weathertight.

PROTECTION: Protect installed metal building system to ensure that, except for normal weathering, metal building system will be without damage or deterioration at time of Substantial Completion.

ITEM 3: DRAWINGS/PHOTOS (follow)



SCHEMATIC BUILDING ELEVATIONS

<p>Re-Roofing Project Town of Northfield Highway Garage 49 Caldwell Road Northfield, Massachusetts</p>	<p>25 GUY MANNERS RD SHELBURNE MASSACHUSETTS 01370 VOICE: 413.625.2584</p>	<p>JOSEPH P. MATTEI & ASSOCIATES A-1</p> <p>archprojnum: 21522</p> <p>Full Service Architectural Firm Serving MASSACHUSETTS CONNECTICUT VERMONT NEW HAMPSHIRE MAINE</p>
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archprojnum: 21522

PHOTOGRAPHIC BUILDING INFORMATION

<p>Re-Roofing Project Town of Northfield Highway Garage 49 Caldwell Road Northfield, Massachusetts</p>	<p>25 GUY MANNERS RD SHELBURNE MASSACHUSETTS 01370 VOICE: 413.625.2584</p>	<p>JOSEPH P. MATTEI & ASSOCIATES A-2</p> <p>Full Service Architectural Firm Serving MASSACHUSETTS CONNECTICUT VERMONT NEW HAMPSHIRE MAINE</p>
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archprojnum: 21522

PHOTOGRAPHIC BUILDING INFORMATION

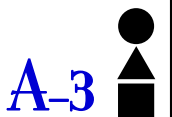
Re-Roofing Project
Town of Northfield
Highway Garage
49 Caldwell Road
Northfield, Massachusetts

25 GUY MANNERS RD
SHELBURNE
MASSACHUSETTS
01370

VOICE: 413.625.2584

Full Service Architectural Firm Serving MASSACHUSETTS CONNECTICUT VERMONT NEW HAMPSHIRE MAINE

**JOSEPH
P.
MATTEI
& ASSOCIATES**





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PHOTOGRAPHIC BUILDING INFORMATION

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**JOSEPH
P.
MATTEI
& ASSOCIATES**





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PHOTOGRAPHIC BUILDING INFORMATION

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P.
MATTEI
& ASSOCIATES**

A-6





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archprojnum: 21522

PHOTOGRAPHIC BUILDING INFORMATION

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