

INVITATION FOR BIDS (IFB)

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| ISSUING OFFICE: Fiscal & Office Support Services Bureau of Management Services PA. Historical & Museum Commission State Museum of PA, 300 North Street, Room 529 Harrisburg, PA 17120-0024 CONTACT PERSON: Tobi Gilson PHONE NO.: 717-772-8875 EMAIL: tgilson@state.pa.us | BIDDER/CONTRACTOR'S NAME AND ADDRESS Berger Construction Company 1934 State Route 940 PO Box 239 Freeland Pa 18224-0239 | SHOW THIS SOLICITATION NO. ON BID ENVELOPE SOLICITATION NO. 00703 - 000 - 11 - AS-2 BID OPENING DATE Friday, February 24, 2012 BID OPENING TIME: 2:00 pm |
| | CONTACT PERSON: Paul Lawson PHONE NO. 570-636-2666 FAX NO. 570-636-0177 | BIDDER/CONTRACTOR'S VENDOR NUMBER 125490 |
| PROVIDE SERVICE TO: PA. Historical & Museum Commission Eckley Miners Village Rural Route 2, Box 236 Weatherly, PA 18255 CONTACT PERSON: Dave Dubick PHONE NO. 570-636-2070 FAX NO. | BIDDER/CONTRACTOR'S LICENSE OR REGISTRATION NO N/A | |
| | BIDDER / CONTRACTOR'S E-MAIL plawson@bergerconstruction.com | |
| | BIDDER/CONTRACTOR' WEB ADDRESS www.bergerconstruction.com | |
| | | |

SPECIFIED SERVICES

Roofs - Various Bldgs

As Per Specs And Drawings

Base Bid #1 - \$98,750.00**

Unit Price #1 - \$4.70/SF

Unit Price #2 - \$7.60/SF

CHECK HERE IF CONTINUED ON PAGE 2

In addition to this document, the following contract terms, conditions, and specifications are a part of the contract.

- Standard Purchase Order Terms and Conditions - SAP - STD-272 (SAP) Rev. 08/16/07
- General Conditions and Instructions To Bidders For RFQ-Invitation /For Bids - STD-203 (SAP) 1/17/03
- Specifications and Drawings and General Requirements

| | |
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| | In compliance with the bid and contract terms, conditions, and specifications, the undersigned, on behalf of the Bidder/Contractor, intending to be legally bound hereby, offers and agrees, if the Bid is accepted, to provide the specified services at the price(s) set forth above at the times(s) and point (s) specified. |
| | CONTRACTOR'S SIGNATURE (IN INK) |
| | PRESIDENT/VICE PRESIDENT/MANAGER/PARTNER/OWNER * (SIGN BELOW, PRINT NAME, AND CIRCLE TITLE ABOVE) |
| | DATE |
| | SECRETARY/ASSISTANT SECRETARY/TREASURE/ASSISTANT TREASURER * (SIGN BELOW) |
| | DATE |

*If someone other than one of these officers signs for the bidder/Contractor, a copy of a corporate resolution or other appropriate signature authorization must be included with the bid. Failure to include a copy of the appropriate signature authorization, if required, may result in the rejection of the bid unless the Issuing Office has a copy on file.

SUMMARY OF BIDS

| | | | |
|--|--|--|---|
| IFB/RFP NO 00703-000-11-AS-2 | AGENCY/INSTITUTION PHMC/Eckley | TYPE SERVICE Roof - various bldg | BID OPENING TIME & DATE 2/24/12 at 2 PM |
|--|--|--|---|

| VENDOR'S NAME, ADDRESS AND TELEPHONE NUMBER | BIDS | | | | | Comments |
|---|---------|----------|----------|--------|---------|----------|
| | BB 1 | Unit 1 | Unit 2 | Bull 1 | W9/ MBE | |
| Panzitta Enterprises, Inc 72 George Avenue, Wilkes-Barre, PA 18705 570-822-6720 | 124,740 | 10.00 SF | 12.00 SF | ✓ | ✓/✓ | |
| Diversified Construction, Inc., 23 Old School Road, Selinsgrove, PA 17870 | 105,900 | 4.00 SF | 8.00 SF | ✓ | ✓/✓ | |
| Berger Construction Company, Route 940 Jedd0, Freeland, PA 18224 | 98,750 | 4.70 SF | 7.60 SF | ✓ | ✓/✓ | |
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WITNESSES TO BID OPENING:
 WITNESS SIGNATURES PROVIDE CERTIFICATION THAT THE BID INFORMATION ON THE FORM IS TRUE AND ACCURATE.

SIGNATURE & TITLE _____
 SIGNATURE & TITLE _____

PROJECT FOR
ROOFS - VARIOUS BUILDINGS
RECTORY, HOUSE 94-96,139,146-148

Project # 00703-000-11-AS-2
ECKLEY MINERS' VILLAGE
ECKELY, PA

COMMONWEALTH OF PENNSYLVANIA
TOM CORBET, GOVERNOR
HARRISBURG, PENNSYLVANIA

PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
ANDREW E. MASICH, CHAIRMAN
JAMES M. VAUGHAN, EXECUTIVE DIRECTOR
HARRISBURG, PENNSYLVANIA

BUREAU OF HISTORIC SITES AND MUSEUMS
DIVISION OF ARCHITECTURE AND PRESERVATION
COMMONWEALTH KEYSTONE BUILDING, PLAZA LEVEL
400 NORTH STREET, HARRISBURG, PA 17120-0053

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SECTION 01000
GENERAL REQUIREMENTS

1.1 SCOPE OF THE WORK

- A. Project includes installation of new wood shingle roofs and associated flashing and gutters on the following buildings: Rectory, House 94/96, 139, 146/148 at Eckley Miners' Village, Luzern County.
- B. Project Manager: Joe Lauver Phone Number: 717-787-6242 email:jlauver@pa.gov
- C. Site Contact: Art Donadi Phone Number: 570-636-2070
- D. Detailed requirements of the Work are described in Specification Sections which follow and the attached drawings.

1.2 ISSUING OFFICE

- A. Bids must be returned to the following address:
Tobi Gilson
Fiscal & Office Support Services
Bureau of Management Services
PA Historical & Museum Commission
State Museum of PA, 300 North Street, Room 529
Harrisburg, PA 17120-0024
717-772-8875 Telephone
tgilson@state.pa.us

1.3 INVITATION FOR BID (IFB) INFORMATION

- A. Bids must be received at the **Issuing Office** listed in Section 1.2.A. Please note that the bidder assumes the responsibility to ensure that his/her bid reaches the Issuing Office by the date and time located on the invitation for bid form. The Pennsylvania Historical and Museum Commission (PHMC) will not be responsible for bids sent or delivered to the wrong office, even if it is another office of the PHMC. It is the responsibility of the bidder to call the issuing office to assure the bid has been received prior to the bid opening date and time.
- B. Bids received after the date and time of the bid opening will be rejected, and will be returned to the bidder unopened, unless it is necessary to open the bid to determine a return address.

1.4 PRE-BID MEETING

- A. Date: 2/9/12 Time: 10:00 AM
- B. Location: Eckley Miners' Village, Visitors Center
- C. It is highly recommended that either you or a representative of your firm attend the pre-bid meeting to inspect the work areas and ask questions prior to submitting a bid. The pre-bid conference is for information only. Any answers furnished during the conference will not be official until they have been verified, in writing, by the Issuing Office. The

pre-bid questions and answers will be posted to www.emarketplace.state.pa.us (click on “Solicitations”, enter Solicitation # “00703-000-11-AS-2”, click on “search”). If your company would like to visit the site to obtain further information (after the pre-bid meeting), call the site contact listed above for an appointment.

1.5 BID QUESTIONS

- A. Technical or project work related questions will be received in writing by the Project Manager (PM). Questions related to bidding or contracting procedures should be addressed to the Issuing Office. All questions must be received 10 calendar days prior to the bid due date and time. Answers to all questions and/or formal addendums will be posted to www.emarketplace.state.pa.us (click on “Solicitations”, enter Solicitation # “00703-000-11-AS-2”, click on “search”) 7 calendar days prior to the bid due date and time. No other questions will be permitted after this date. All questions and answers will become an addendum to the IFB. The issuing office shall not be bound by any verbal information nor shall it be bound by any written information that is not either contained within the IFB or formally issued as an addendum by the issuing office.
- B. If the Issuing Office deems it necessary to revise any part of this bid before the bid due date, revisions will be posted to www.emarketplace.state.pa.us (click on “Solicitations”, enter Solicitation # “00703-062-10-AS-2”, click on “search”). It is the potential vendor’s responsibility to periodically check the website for any new or revised bid information or addenda prior to submission of the bid. If a bid bulletin has been issued, bidder must print the bulletin, sign and return the bulletin as part of the bid package.
- C. Bid results will be posted http://www.portal.state.pa.us/portal/server.pt/community/phmc_home/1426/bid_results/259905 within 24 hours of bid opening.

1.6 WORK IN AND AROUND HISTORIC BUILDINGS

- A. Work is on a building and/or site of state or national historic significance. Take special care to avoid damage to any portion of the building, its contents, and its surrounding site.
- B. Comply with the Secretary of the Interior's Standards for The Treatment of Historic Properties as applicable. (Please contact the Project Manager for a copy if you do not have one.)
- C. Inform the Project Manager at least 48 hours prior to any excavation. The Project Manager, Site Administrator, and/or the Commission Archaeologist must be present at the time of excavation to monitor for buried cultural deposits and shall have the right to stop the Work for a period of time, not to exceed 5 business days, to perform mitigation archaeology at no additional expense.

1.7 CONTRACTOR USE OF PREMISES/ACCESS/WORKING HOURS

- A. Coordinate access to the site, delivery and storage of materials, parking and working hours with the Project Manager.
- B. Limit use of premises to allow normal operation of site and use of premises by public.
- C. Complete all Work between the hours of 8:00 am - 4:00 pm, Monday through Friday.
- D. Do not alter Work schedule without prior approval of the Project Manager and/or Site

Administrator.

- E. Use existing on-site roads for construction traffic.
- F. Use on-site parking areas designated by the Site Administrator, for construction personnel.
- G. Contractor will be on-site during all project work periods, including periods of all sub-contractor work, unless otherwise agreed upon by Project Manager.

1.8 WORKER AND COMMUNITY RIGHT TO KNOW

- A. The Pennsylvania Law 1984-159 provides for information to be made available to employees and community residents regarding hazardous substances introduced into the workplace and the general environment.
- B. Comply with this law and inform workmen of its provisions. Supply the site administrator with a list of all hazardous substances to be used in the course of the contract. Erect and maintain physical barriers, signs, or other devices as directed by the Project Manager.

1.9 PROTECTION OF THE ENVIRONMENT

- A. Provide for the prevention, control and abatement of land, water and air pollution in accordance with P.L. No. 247, Act. No. 247, dated October 26, 1972 which shall include but not be limited to:
 1. The prohibition of burning of all refuse.
 2. The removal of all refuse from site of work for disposal in accordance with rules and regulations of authority having jurisdiction over the disposal area.
 3. Providing for filtration of all contaminated water discharging directly into a stream.
 4. Should asbestos material be encountered on the job, compliance with all statutes and regulations of the Commonwealth of Pennsylvania and all rules and regulations of the United States Environmental Protection Agency as they pertain to the emission of asbestos into the air during construction and demolition work and the disposal of material asbestos. Particular attention is drawn to Code of Federal Regulations, Title 40, Part 61, Section 112 of Clean Air Act.
 5. Full compliance with the regulations of OSHA as they pertain to the protection of workers exposed to the emission of asbestos fibers and lead and take all steps necessary to protect employees, as well as all other people engaged in the building, from exposure to lead and asbestos fibers resulting from the work.
 6. Full compliance with any required permitting (including obtaining required permitting), as directed by the Bureau of Air Quality Control at the Department of Environmental Resources' regional office whenever asbestos material or lead is to be removed or disposed.

1.10 INSURANCE

- A. Comprehensive general liability insurance is required and shall be in an amount not less than \$1,000,000 for injuries, including accidental death, to any one person and subject to the same limit for each person, and in an amount not less than \$2,000,000 each occurrence. The property damage liability insurance shall be in an amount not less than \$2,000,000 each occurrence. The insurance shall also name the Commonwealth of Pennsylvania as an additional insured as its interests may appear.

- B. Insurance certificates as outlined above must be submitted to the Project Manager within ten (10) days of the Contractor's receipt of the fully executed contract, unless otherwise agreed upon by Project Manager. The Project Manager will not schedule the initial project conference until the Insurance Certificates are submitted.

1.11 GUARANTEE

- A. Guarantee all materials, equipment and workmanship for a period of one year following the Final Inspection. Within that period, correct all defects in the Work at no cost to the Commission.

1.12 PROJECT SIGN

- A. Post no sign unless approved by Project Manager.

1.13 PERMITS, LICENSES AND CERTIFICATES

- A. Secure all required approvals, permits, licenses or certificates. Provide one copy of each to the Project Manager. **NOTE: Because the work of this project is on Commonwealth-owned property, and as stipulated in Act 45 - the Uniform Construction Code (UCC), project reviews, building permits and certificates of occupancy will all be obtained only from the Pennsylvania Department of Labor and Industry. Townships, Counties and/or local jurisdictions do not have the authority to review and issue these documents for this project. As a result of the project review process, and in conformance with Act 45, the PHMC will obtain the project building permit as required.**

1.14 COORDINATION

- A. Coordinate scheduling, submittals and Work of the drawings and specifications for efficient and orderly sequence of installation of all construction materials.

1.15 FIELD ENGINEERING

- A. Locate and protect utilities. Utility locations shown on drawings are approximate. Verify locations before proceeding with the Work. Pursuant to the Pennsylvania One Call System, (811), call not less than three days prior to commencing excavation work.
- B. Verify all dimensions and conditions in the field. No additional compensation will be provided for inaccuracies in the dimensions or conditions shown on the Drawings.

1.16 CUTTING AND PATCHING

- A. Employ a skilled and experienced installer to perform all cutting and patching required to complete the Work, including any removal of existing materials and equipment and installation of new Work, to the satisfaction of the Project Manager; restore Work with new materials to match that being cut.
- B. Fit Work tight to adjacent materials. Maintain weather-tightness/integrity of existing conditions; completely seal voids. Patch any fire wall penetrations with fire stop material to meet fire rating of wall being penetrated.
- C. Refinish surfaces to match adjacent finishes.

- D. Obtain prior acceptance by Project Manager for any extensive cutting.

1.17 CONFERENCES

- A. Project Manager will schedule an Initial Job Conference after execution of the Contract and notice is provided to the Project Manager that the Contractor has obtained his/her performance bond and certificates of insurance, with all people involved (see 1.6 above and 1.33 below).
- B. Project Manager will schedule progress meetings as required with all people involved.
- C. Project Manager will schedule a Final Inspection Job Conference with all people involved.

1.18 SUBMITTAL PROCEDURES

- A. At the Initial Job Conference, submit a complete list of major Products proposed for use. Identify the Project, Contractor, Subcontractor or supplier, Products, models, options, other information and any references to the Drawings and Specifications. Sign to certify that you have reviewed and verified that the Products, field dimensions, adjacent construction Work, and coordination of information meet the requirements of the Work and the Drawings and Specifications.
- B. Revise and resubmit submittals if required by Project Manager; note all changes made from previous submittal.
- C. Submit three (3) copies to the Project Manager.
- D. Submit samples as required to show function and appearance of the Product for acceptance by the Project Manager.
- E. Submit Requests for Information (RFI) to Project Manager to allow a 48 hour response time, unless otherwise modified by Project Manager. No RFI-subject work will be performed prior to a response from the Project Manager.

1.19 MANUFACTURERS' INSTRUCTIONS/CERTIFICATES

- A. When listed in individual specification Sections, submit two copies of manufacturers' printed instructions for delivery, storage, assembly, installation, and finishing.
- B. When listed in individual specification Sections, submit two copies of manufacturers' certificate to Project Manager for review.
- C. Show that Product meets or exceeds Specifications. Submit supporting reference information and certifications as appropriate.

1.20 PHOTOGRAPHS

A. CONSTRUCTION PHOTOGRAPHS

1. Photographs: Provide digital photographs, two color prints of each, matte finish, approx. 4" x 6" size, professionally printed on high quality photo paper.
2. Identify photographs with date, time, direction, and project name/number, on the back of each print.
3. Provide two digital disks, each containing all construction photographs. Use flash when appropriate. Use appropriate lenses.
4. Submit the required number of photographs/ work day to document the following:

- a. The existing conditions before Work begins. For exterior work, submit a minimum of one photograph of each elevation.
 - b. Items uncovered or exposed, particularly if they are unusual or of potential historical significance.
 - c. The progress of the project.
 - d. Mechanics performing the Work.
 - e. Items as they are being closed up.
 - f. The completed project. For exterior work, submit a minimum of one photograph of each elevation.
5. Place all prints in archival sleeves, comparable to "Vue-All Photo Saver", product number 6028(available at most photo stores). Place the dates on the sleeves with a permanent marker.
6. Submit a photo key for each set of photographs; the key should describe each view, the direction of the view, and the names of any individuals in the view.
7. Submit the two sets of photo prints, two copies of the photo key, and two digital disks of photographs to Project Manager upon completion of the project.

1.21 CONSTRUCTION DRAWINGS

- A. Drawings: Provide Construction Drawings at Final Inspection, with any changes from the original Drawings marked in red ink.

1.22 QUALITY ASSURANCE/CONTROL OF INSTALLATION

- A. Monitor quality of Products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply fully with manufacturers' instructions. If manufacturers' instructions do not agree with Drawings and Specifications, ask direction from Project Manager before proceeding.
- C. Comply with specified standards as a minimum quality for the Work except when tolerances, codes, or Specifications require higher standards or more quality workmanship.
- D. Meet specified standard current as of Bid Opening date. Should specified standard conflict with Drawings and Specifications, ask direction from Project Manager before proceeding.
- E. Use only craftsmen who are highly skilled in their respective trade. Execute all work with the highest quality to meet or exceed the description and/or standard as specified for the Work. The Commission retains the right to remove from the project any employee of the contractor or subcontractor that does not show conformance to the standard of the Work.

1.23 TEMPORARY SANITARY FACILITIES

- A. Existing site facilities may be used with the concurrence of the Site Administrator.
- B. Maintain existing site facilities daily in clean and sanitary condition.

1.24 TEMPORARY SERVICES DURING CONSTRUCTION

- A. Make temporary connections to existing service lines in locations as directed by the

- Project Manager for electric light and power, temporary heat, and water for construction.
- B. Employ skilled craftsmen to repair any damage to historic building fabric.
- C. Maintain all services to, through and within the occupied areas of the building at all times. Schedule at the convenience of the Commission, and obtain written approval by the Project Manager, for any required interruption ten (10) days prior to the interruption of any service.

1.25 PROTECTION

- A. Erect barriers, barricades, signs, red plastic construction fencing and other protective devices as required to prevent unauthorized entry to construction areas and to protect existing facilities, historic building materials, Commission personnel, visiting public and adjacent properties from damage or injury.
- B. Repair, at no cost to the Commission, any areas of existing buildings, contents, landscaping, paving or other site features damaged during the Work to the satisfaction of the Project Manager. This building contains important historical collections and/or finishes. If damage occurs to these collections and/or finishes as a result of the Work, hire a Conservator, from a list supplied by the Commission, to do an assessment of the damage and conservation measures required at no expense to the Commission. Upon acceptance by the Commission of the Conservator's assessment report, arrange for the Conservator to perform those conservation measures on the damaged objects and/or finishes at no cost to the Commission.
- C. Use caution when working directly adjacent to and on existing structures, particularly those that are historic. Provide all necessary shoring, bracing and temporary support to ensure that all existing walls, roofs, floors, and miscellaneous features remain structurally sound and are neither damaged nor moved during the Work. Provide a plan for this work for acceptance by the Project Manager prior to proceeding.
- D. Provide a UL listed fire extinguisher at the construction site during the Work, suitable for all types of fires.

1.26 PROGRESS CLEANING

- A. Keep site clean and orderly, free of waste materials, construction-related debris, and rubbish. Provide thorough cleaning of the site daily.
- B. Use of chute and dumpster is allowed. Location of dumpster or vehicles on site shall be determined by Project Manager.

1.27 PRODUCTS

- A. Products and Equipment: All materials and misc. equip. for a complete installation.
- B. Do not use materials removed from site, except as specifically identified or allowed by the Drawings and Specifications, or as directed by the Project Manager. Store any materials designated by the Project Manager for salvage by the Commission at a location on site designated by the Site Administrator.
- C. Use only those Products that meet Specified Standards or Description.
- D. Submit a request for substitution for any manufacturer not named.
- E. In all cases where a device or part of the Products or equipment is herein referred, it shall apply to as many such items as are required to complete the installation.

1.28 TRANSPORTATION, HANDLING, STORAGE AND PROTECTION

- A. Transport, handle, store and protect Products in accordance with manufacturer's instructions.
- B. Deliver products to the site in unbroken rolls, bundles, sealed containers or bags, fully identified with the manufacturer's name, brand, type and grade.

1.29 STEEL PRODUCTS PROCUREMENT ACT

- A. In the performance of any contract awarded pursuant to this invitation to bid, the contractor, subcontractors, material men, or suppliers shall use only steel products, rolled, formed, shaped, drawn, extruded, forged, cast, fabricated, or otherwise similarly processed, or processed by a combination of two or more of such operations, from steel made in the United States by the open hearth, basic oxygen, electric furnace, Bessemer, or other steel-making process. Steel products include not only cast iron products, but also machinery and equipment listed in United States Department of Commerce Standard Industrial Classifications 25 (furniture and fixtures), 35 (machinery, except electrical), and 37 (transportation equipment), and made of, fabricated from, or containing steel components. If a product contains both foreign and United States steel it shall be determined to be a United States steel product only if at least 75% of the cost of the articles, materials, and supplies have been mined, produced, or manufactured, as the case may be, in the United States. Transportation equipment shall be determined to be a United States steel product only if it complies with Section 165 of Public Law 97-424 (96 Stat. 2136).
- B. When unidentified steel products are supplied under a contract, before any payment will be made, the contractor must provide documentation including, but not limited to invoices, bills of lading, and mill certification that the steel was melted and manufactured in the United States. If a steel product is identifiable from its face, the contractor must submit certification which satisfies the using agency that the contractor has fully complied with this provision. The Commonwealth shall not provide for or make any payments to any person who has not complied with the Act. Any such payments made to any person by the Commonwealth which should not have been made as a result of the Act shall be recoverable directly from the contractor, subcontractor, manufacturer, or supplier who did not comply with the Act.
- C. In addition to the withholding of payments, any person who willfully violates any of the provisions of the Act shall be prohibited from submitting any bids to any public agency for a period of five (5) years from the date of the determination that a violation has occurred. In the event the person who violates the provisions of the Act is a subcontractor, manufacturer, or supplier, such person shall be prohibited from performing any work or supplying any materials to a public agency for a period of five (5) years from the date of the determination that a violation has occurred.
- D. The contractor shall include the provisions of the Steel Products Procurement Act in every subcontract and supply contract so that the provisions of the Act shall be binding upon each subcontractor and supplier.

1.30 TRADE PRACTICES ACT

- A. In accordance with the Trade Practices Act of July 23, 1968, P.L. 686 (71 P.S. Section 773.101 et seq.), the contractor cannot and shall not use or permit to be used in the work any aluminum or steel products made in a foreign country which is listed below as a foreign country which discriminates against aluminum or steel products manufactured in

Pennsylvania. The countries of Brazil, South Korea, Spain, Mexico and Argentina have been found to discriminate against certain products manufactured in Pennsylvania. Therefore, the purchase or use of those countries' products, as listed below, is not permitted:

1. Brazil: welded carbon steel pipes and tubes; carbon steel wire rod; tool steel; certain stainless steel products including hot-rolled stainless steel bar; stainless steel wire rod and cold-formed stainless steel bar; prestressed concrete steel wire strand; hot-rolled carbon steel plate in coil; hot-rolled wire strand; hot rolled carbon steel plate in coil; hot-rolled carbon steel sheet; and cold-rolled carbon steel sheet.
 2. Spain: certain stainless steel products including stainless steel wire rod, hot-rolled stainless steel bars, and cold-formed stainless steel bars; prestressed concrete steel wire strand; and certain steel products including hot-rolled steel plate, cold-rolled carbon steel plate, carbon steel structural shapes, galvanized carbon steel sheet, hot-rolled carbon steel bars, and cold-formed carbon steel bars.
 3. South Korea: welded carbon steel pipes and tubes; hot-rolled carbon steel plate; hot-rolled carbon steel sheet; and galvanized steel sheet.
 4. Mexico: certain iron-metal construction castings including manhole covers, rings and frames, catch basin frames and grates, cleanout covers, grates, meter boxes, and valve boxes; galvanized carbon steel sheet; cold-rolled carbon steel sheet; carbon steel sheet; carbon steel plate in coil; carbon steel plate cut to length; and small diameter carbon steel plate welded pipe.
 5. Argentina: carbon steel wire rod and cold-rolled carbon steel sheet.
- B. Penalties for violation of this paragraph may be found in the Trade Practices Act, which penalties include becoming ineligible for public works contracts for a period of three years.
- C. Note: This provision in no way relieves the contractor of responsibility to comply with those provisions of this invitation to bid which prohibit the use of foreign-made steel and cast iron products.

1.31 CONTRACT INVOICING AND CLOSEOUT PROCEDURES

- A. Proper partial and final invoices will only be processed for completed work based on inspection and acceptance of the work by the Project Manager.
- B. Submit all invoices to the "Bill To" address on your purchase order. Invoices must be invoiced by line item listed on the purchase order. Invoices must include the purchase order number. Failure to provide the purchase order number on your invoice will result in a delay of your payment.
- C. Prior to submission of your final invoice, certify in writing that you have reviewed the drawings and Specifications, inspected the work, completed the work as specified and are ready for final inspection by the Project Manager.
- D. Final acceptance of the work may be subject to a final inspection by representatives of the Department of General Services.

1.32 FINAL CLEANING

- A. Do final cleaning prior to Final Inspection.
- B. Clean debris from site.
- C. Remove all Work-related waste, surplus and demolished materials, rubbish, and construction facilities from the site.

1.33 SPARE PARTS AND MAINTENANCE MATERIALS

- A. Provide Products, spare parts and maintenance materials in quantities specified in individual Specification sections.
 - B. Deliver to Project site and place in location as directed by Project Manager; obtain receipt prior to final inspection.
- 1.34 EXPLANATION OF BASE BIDS
- A. Base Bid #1 shall include all work as described in these specifications and shown on the drawings.
- 1.35 UNIT PRICES
- A. See Section 01001
- 1.36 CHANGES
- A. The Commission reserves the right to make changes in the contracted Work without additional expense to the Commission, unless such changes require additional labor and/or material. If such a change requires a less amount of labor and/or material than the contracted Work, the Commission shall be entitled to a credit equal to the difference of the cost of installation.
 - B. No verbal agreement or conversation with any officer, agent, or employee of the Commonwealth and/or Commission, either before, during bidding, or after the execution of the contract shall affect or modify any terms or obligations herein contained. If a revision is necessary, a change order to the purchase order must be executed and issued prior to any additions or changes.
- 1.37 PERFORMANCE BOND
- A. A Performance Bond (Bond) is required for the amount of the Project for the duration of the Work. The Bond is to cover payment for labor, materials, equipment rental and public utility services for the Duration of the Work.
 - B. The Bond must be submitted to the Project Manager within ten (10) days of the Contractor's receipt of the fully executed contract, unless otherwise agreed upon by Project Manager. The Project Manager will not schedule the initial project conference until the Bond is submitted.
- 1.38 BID BOND
- A. A Bid Bond is not required for this project.
- 1.39 PREVAILING WAGE ACT
- A. This maintenance project is not subject to the prevailing wage act.
- 1.40 MBE/WBE (Applies to bids over \$50,000 ONLY)
- A. In accordance with Provisions of Executive Order No. 1996-8 the Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) participation levels have been

set as follows;

MBE: 5%

WBE 3%

- B. Form STD-168 (MBE/WBE Subcontractor & Supplier Solicitation & Commitment Form) should be completed and submitted with Bid. In no case will the STD 168 be submitted more than two (2) days after the bid due date. The bidder must include with Form STD-168 all solicited and unsolicited quotes.

1.41 TERM OF PURCHASE ORDER and PROJECT

- A. The terms of the purchase order will commence on the Effective Date which is listed on the purchase order. The contractor shall not start the performance of any work prior to the Effective Date of the purchase Order and the Commonwealth shall not be liable to pay the selected contractor for any service or work performed or expenses incurred before the Effective Date of the purchase order. The contract and project dates are listed in the purchase order text. The Commonwealth has the option to extend the contract and/or project periods in accordance with the Standard Contract Terms and Conditions for Services. The Project Manager will determine if extensions are in the best interest of the Commonwealth.

1.42 CONTRACTOR PERFORMANCE EVALUATION

- A. An evaluation of the Contractor's project performance will be conducted by the Project Manager at the conclusion of the project. The evaluation will address Contractor's timeliness and quality of work, sensitivity to requirements of project and sensitivity to overall site operations.
- B. The evaluation will be placed in the PHMC files for future reference relative to future project opportunities.

1.43 VENDOR REGISTRATION NUMBER

- A. The successful vendor must apply for a Commonwealth vendor registration number. Information will be given upon award.

END OF SECTION

SECTION 01001
EXPLANATION OF UNIT COSTS

PART 1 – GENERAL

1.01 STIPULATIONS

- A. The “General Conditions”, “Special Requirements” and “General Requirements” are incorporated in this section by reference.

1.02 PROCEDURES

- A. Unit costs will be used as the basis for computing "additions to" or "deductions from" the contract price for extra work and for work countermanded, reduced, or omitted.
- B. The unit costs when accepted, adjusted, or established by the contract shall remain binding and irrevocable for the entire period of the contract regardless of the quantities of work ordered or required under such unit prices.
- C. The acceptance of a unit cost is on condition that the general character of the material and workmanship required for any work related thereto shall be equivalent to corresponding work as shown and specified, and that all costs, overhead, and profit, as well as all incidental work required in connection therewith, has been included in the unit price.
- D. Each bidder shall carefully check the drawings and specifications to determine the extent of each unit price required.
- E. Follow proposal instructions to bidders.
- F. The Commission will not be bound by the unit prices unless it accepts the same, in writing, before it issued a Notice of Award of the contract. The Commission may adjust any unit prices inserted by the bidder to an amount, agreeable to both the Commission and the bidder.

1.03 UNIT COSTS

- Unit Cost #1: The contractor shall include a cost per square foot for the replacement of plywood roof sheathing as specified in sections 07313. This price shall include all materials and labor required for the removal of deteriorated existing sheathing and installation of new material.
- Unit Cost #2: The contractor shall include a cost per square foot for the replacement of rough cut 1” thick roof sheathing as specified in sections 07313.

END OF SECTION

SECTION 01100
SPECIAL PROJECT PROCEDURES

GENERAL

1.01 DESCRIPTION

- A. This section describes special project procedures required for the work at the existing buildings. Protective measures and other requirements described in this section are in addition to all protection and restoration procedures specified in individual specification sections.
- B. Special project procedures work includes, but is not limited to, the following:
 - 1. Fire protection
 - 2. Protection of existing construction.
 - 3. Protection and security of museum collections.

PRODUCTS

Not Required

EXECUTION

3.01 FIRE PROTECTION

- A. Except where more stringent requirements are indicated in this section, all work shall be performed in accordance with NFPA 241, "Safeguarding Building Construction and Demolition Operations, 1989."
- B. Construction Processes and Hazards
 - 1. Smoking: Smoking shall be prohibited in and around the buildings at all times.
 - 2. Trash Disposal: Combustible waste material and rubbish shall not be stored or allowed to accumulate within the building or in the immediate vicinity, but shall be removed from the premises as rapidly as practical.
 - 3. Flammable Liquids: Do not store flammable liquids within the existing building.
 - 4. Do not use heat sources of any type to remove paint, including open flame torches, heat plates, or heat guns.
- C. Fire protection:
 - 1. Maintain existing exit stairways at all times
 - 2. Access for fire fighting:
 - a. Access for use of heavy fire fighting equipment shall be provided to the immediate job site at the start of construction and maintained until all construction is completed.
 - b. During all construction operations, free access to permanent, temporary, and portable first aid fire equipment shall be maintained at

all times.

3. Water supply: Determine location (s) of existing hose bibs at building exterior, and keep available and connected a garden hose of adequate length to reach all work areas within the building.

4. First-aid Fire Equipment:

a. At least two approved fire extinguishers shall also be provided in plain sight on each floor of each building at all times.

b. The suitability, distribution, and maintenance of extinguishers shall be in accordance with NFPA 10, but shall not be less than 20 lb. A-B-C type.

3.02 PROTECTION OF EXISTING CONSTRUCTION

A. The contractor shall provide suitable and adequate protection for all parts of the building and its contents where work under this contract is performed.

B. Protection of Historic Fabric - general:

1. Whether or not specified, use all measures required to protect interior and exterior historic finishes, materials, fixtures, and assemblies from damage resulting from the work of this contract. Provide all temporary protection and facilities required to ensure that no removed material falls against, abrades, mars, or otherwise damages historic surfaces not indicated to be removed.

2. During the course of the work, the project manager may require additional protective measures to ensure the safety of historic finishes from damage of all sorts.

3. Maintain protection until substantial completion.

END OF SECTION

**SECTION 02050
DEMOLITION**

GENERAL

1.01 DESCRIPTION OF THE WORK

- A. The work includes, but is not necessarily limited to the following:
 - 1. Removal of the existing deteriorated wood shingle roofs.
 - 2. Removal of existing asphalt roll roofing.
 - 3. Removal of deteriorated roof sheeting where required

1.02 SALVAGE

- A. The Commission retains the right of salvage to any removed materials. Contractor shall contact the Commission prior to demolition. All removed materials not retained by the Commission shall become the property of the Contractor, shall not be used in the work and shall be promptly removed from the site.

1.03 JOB CONDITIONS

- A. Cutting and removals indicated on the drawings are a general indication only and do not necessarily show the full extent of cutting and removals which may be required by job conditions.

1.04 SCHEDULING DEMOLITION

- A. All demolition-removal work must be done at times agreed upon by the representatives of the Historical and Museum Commission.
- B. Once commenced, work shall proceed as scheduled, in an efficient, quiet operation without delays or interruptions.

PRODUCTS

2.01 MATERIALS

- A. None required.

EXECUTION

3.01 PRECAUTIONS

- A. Perform the work in a manner to prevent damage or injury to property or the public. Provide barriers, warning lights and other protection as required.

Protection devices shall be maintained until completion of work, or until removal may be directed by the Project Manager. Restore any damage to grounds and building to original conditions or repair as directed at no additional cost.

- B. Use caution and wear appropriate protective clothing, including gloves and safety goggles while removing materials.
- C. Adopt a method for control and scheduling of loud noises.
- D. Carefully remove all materials scheduled for removal so that adjacent surfaces and finishes are not damaged.
- E. Leave all surrounding areas in a safe, clean condition.
- F. Repair all damage to existing materials scheduled to remain, including damage to adjacent fixtures, finishes and materials damaged by work performed under this section.

3.02 DISPOSITION OF UTILITIES

- A. NA.

3.03 PROHIBITIONS

- A. The use of burning at the project site for disposal of refuse and debris is not permitted.

3.04 CLEAN-UP

- A. Debris and rubbish: Remove debris and rubbish from the site daily. Do not allow to accumulate on site. Provide chutes from the roof to dumpster at ground level in locations satisfactory to the Site Administrator.
- B. Debris control: Remove and transport debris in a manner as to prevent spillage on streets or adjacent areas.
 - 1. Any area either temporary or permanent over which hauling operations or other moving operations are conducted shall be kept clean and any debris shall be removed promptly by the contractor.
 - 2. Streets, walks and drives, adjacent to the areas of construction, shall be kept clean and clear of obstructions at all times; they shall be kept clear of materials and debris to their full width and shall be maintained in such a manner as to permit safe and normal use.
- C. Regulations: Local regulations regarding hauling and disposal apply.

END OF SECTION

SECTION 07313
WOOD SHINGLES AND SHAKES

GENERAL

1.1 SECTION INCLUDES

- A. The Work of this Section requires the furnishing of all labor, and materials, tools, and equipment, and the performance of all operations and services necessary for installation of new wood shingle roofing and associated flashings on the various identified buildings in strict accordance with this Section and the requirements of the Drawings.

1.2 SUBMITTALS

- A. Product Data: Provide three copies of all data indicating material characteristics of shingles, sealant, nails. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information unique to this project as applicable.
- B. Manufacturer's Installation Instructions: Submit three copies of manufacturers' printed instructions for delivery, storage, preparation, installation, and finishing required for shingles and flashing.
- C. Samples: Provide three shingles, three shingling nails. Identify each with Project Name and Number, Contractor, Subcontractor or supplier.

1.3 QUALITY ASSURANCE

- A. Wood Shingles: Comply with recommendations of the National Roofing Contractors Association and Red Cedar Shingle and Handsplit Shake Bureau (RCSHSB). Should these recommendations conflict with contract documents, request clarification from Project Manager before proceeding.
- B. Flashing: Comply with Revere Copper and Brass, Inc., Copper and Common Sense, 6th edition and SMACMA, Architectural Sheet Metal Manual.
- C. Sheathing: Comply with "American Softwood Lumber Standard", PS 20 by the U.S. Department of Commerce and ALSC "National Grading Rule for Dimension Lumber".
- D. Roofing work shall be watertight for required weather exposures and shall not deteriorate in excess of normal weathering rate.
- E. Comply fully with manufacturers' instructions. Should manufacturers' instructions conflict with Contract Documents, request clarification from Project Manager before proceeding.

1.4 TRANSPORTATION, HANDLING, STORAGE AND PROTECTION

- A. Transport, handle, store and protect Products in accordance with manufacturer's instructions.
- B. Deliver products to the site in unbroken rolls, bundles, sealed containers, or bags, fully identified with the manufacturer's name, brand, type and grade.
- C. Store products and product materials only in such locations assigned for such purposes by the Project Manager.
- D. Keep storage area neat and clean.

1.5 WARRANTY

- A. The contractor shall guarantee all materials and workmanship for a period of one year following completion of Work and remedy any defects to same at no additional cost to the Pennsylvania Historical and Museum Commission.

PRODUCTS

2.1 SHINGLES

- A. Manufacturers: All roof surfaces shall be covered with shingles bearing the Cedar Shake & Shingle Bureau's office grade marked label.
- A. Cedar Shingles: RCSHSB sized and graded, No. 1, Premium, 100% edge grain, 100% heartwood, 100% clear, 5/8 butt certi- sawn, 18 inches long. With CERTI-LAST pressure treated preservative applied.
- B. Ridge Caps: 1x6 clear cedar as detailed on the drawings

2.2 ACCESSORIES

- A. Nails: stainless steel, splitless shingle type, of sufficient length to penetrate roof sheathing $\frac{3}{4}$ inch minimum.
- B. Underlayment
 - a. 30lb roofing felt:
 - b. Ice / Water Barrier:
 - c. Cedar Breather as manufactured by Benjamin Obdyke Inc.(800346-7655) or approved equal
- C. Roof Sheeting
 - a. $\frac{1}{2}$ " plywood to match existing roof sheeting in designated areas (see section 01001 for Unit Price information)
 - b. 1" rough cut hemlock or pine planks in designated section as necessary (see section 01001 for Unit Price information)

2.3 FLASHING MATERIALS

- A. Ridge Flashings: 16 oz. copper sheet
- B. Chimney Flashings: 16oz. lead coated copper sheet
- C. Valley Flashing: Terne Coated Stainless Steel (TCS II) , 26 gauge, as manufactured by Follansbee Steel.
- B. Nails: barbed roofing nails, No. 12 gauge of the same metal as the flashing; and of sufficient length to penetrate wood substrate 1/2 inch.

2.4 FLASHING FABRICATION

- A. Form flashings to protect materials from physical damage and to shed water.
- B. Form sections square and accurate to profile, in maximum possible lengths, free from distortion or defects detrimental to appearance or performance.

EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. Verify that plumbing stacks and roof penetrations are flashed to deck surfaces.
- B. Verify deck surfaces are dry, free of ridges, warps, or voids. Broom clean surfaces.
- D. Verify that sheathing is sound and securely fastened to rafters. Install new sheathing as required to repair damaged sections. See section 01001 regarding unit prices.
- E. Install Ice and Water shield at all valleys and eaves.
- F. Install 30 lb roofing felt and Cedar Breather according to manufactures guidelines at all locations where plywood sheathing exists.

3.2 INSTALLATION - SHINGLES

- A. Place shingles in accordance with RCSHSB requirements to produce straight weather exposure to produce triple thickness over roof area.
- B. Provide triple starter course at eaves.
- C. Project first course 1 ½ inch beyond face of fascia boards.
- D. Stagger joints. Joints in any one course are to be separated by a minimum 1 1/2 inch from the joints in an adjacent course. Joints in alternate course must not be in direct alignment.
- E. Maintain butt ends of all shingles in each course in straight, true alignment across roof.

- F. Joints are to be 1/4 inch minimum, 3/8 inch maximum.
- G. Maximum face width of shingle to be 8".
- H. Shingle exposure shall be 5 1/2 inches.
- I. Each shingle shall receive two nails. Nails shall be driven flush but not so the nail head crushes the wood. Drive nails 3/4 to 1 inch from each side edge of shingle and 1.5 to 2 inches above the butt line of the course to follow. Drive nails a minimum 3/4 inch into lath boards. Do not drive nail tips through lath boards.
- J. If contractor proposes to utilize pneumatic nail gun, proficiency and technique must be demonstrated and approved by project manager. Contractor must demonstrate proficiency on a course of shingles @ 10' long at the beginning of the project. Approval must be granted by the project manager prior to continued use of nail gun.
- K. Install continuous copper ridge cap projecting 1 1/2" on both sides from beneath 1 x 6 ridge cap.
- L. Coordinate repair or replacement, as required, and weather tight placement of counter flashings.
- J. Complete installation to provide weather tight service.

3.3 INSTALLATION - METAL FLASHING

- A. Install flashings in accordance with RCSHSB requirements and the details on the drawings.

END OF SECTION

SECTION 07620
GUTTERS AND DOWNSPOUTS

GENERAL

1.1 SUMMARY

- A. Section includes gutters and downspouts on the Rectory

1.2 SUBMITTALS

- A. Samples: Submit samples, of gutter hangers and hardware.

1.3 CODES AND STANDARDS

- A. Applicable portions of the following standards are by reference made part of this specification:
 1. "Architectural Sheet Metal Manual" by SMACNA
 2. "Copper and Common Sense", by Revere Copper and Brass, Inc.
 3. NRCA Roofing and Waterproofing manual"

PRODUCTS

2.1 GUTTERS

- A. Solder: 50-50 tin-lead solder, with rosin flux.
- B. Gutter hangers: #12 roof mount shanks with circle type hangers of material compatible with gutters.
- C. Downspout hangers: as supplied by Follansbee
- D. Gutters: 5" terne coated stainless steel (TCSII) half round as manufactured by Follansbee Steel
- E. Downspouts: 3" diameter, non-ribbed, terne coated stainless steel TCSII as manufactured by Follansbee Steel
- F. Hangers, joints, elbows and expansion joints as required of material to match gutters and downspouts.

2.2 ACCESSORIES

- A. Fasteners: Provide type, size, and material as req. by gutter mfg.

EXECUTION

3.1 EXAMINATION

- A. Verify all roofing surfaces are ready to receive gutter hangers.

3.2 INSTALLATION

- A. Install gutter hanger shanks securely to roof deck over ice and water barrier with stainless screws. Hangers shall be located at 24" on center and be located between shingles in the first starter course and covered by subsequent starter courses.

- B. Install circles and gutter to provide 1/4inch per foot minimum slope.
- C. Install outlets and gutters at locations indicated on the plans.
- D. All downspouts shall be returned to face of building and securely fastened using gutter and downspout manufactured recommended hardware.
- E. All downspouts shall terminate with an elbow 6" above existing grade.

END OF SECTION

END OF SPECIFICATIONS