

PROJECT MANUAL

Bid Instructions and Forms

CHILD CARE OF THE BERKSHIRES, INC
Roofing Replacement Project
210 State Street
North Adams, MA 01247

February 14, 2025

Owner
CHILD CARE OF THE BERKSHIRES, INC
Amy Hall, President & CEO

Project Architects
Hake-Westall Design Group
187 Main Street
Williamstown, MA 01267
413.458.5139 - Telephone
413.458.1639 - FAX
bruce@hakewestalldesign.com

**Child Care of the Berkshires, Inc
Roofing Replacement Project**

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Child Care of the Berkshires, Inc
Monument Square Center Roofing Replacement Project

INVITATION TO BID

Child Care of the Berkshires, Inc. invites sealed Bids for renovations to the Monument Square Center in North Adams, MA in accordance with the Construction Documents as prepared by Hake-Westall Design Group.

Bids will be received until 3:00 pm, Friday, March 14, 2025 at Child Care of the Berkshires, 210 State Street, North Adams, MA 01247. Hand delivered Bids will be accepted at Child Care of the Berkshires between the hours of 8:00am to 5:00pm Monday through Friday, except for legal holidays. Bids received electronically shall be accepted at ahall@ccberkshire.org. Mailed Bids should be sent to Child Care of the Berkshires, 210 State Street, North Adams, MA 01247 and received no later than the date and time specified above.

A Bid Deposit is not required.

DCAM Certification is not required.

Prevailing Wage Rates are not required.

Child Care of the Berkshires, Inc is a tax exempt entity.

A Pre-Bid Conference and walk-through shall be held at the Monument Square Center, 210 State Street, North Adams, MA on Thursday, February 27, 2025 at 2:00 pm. **Attendance is not required, however attendance is highly encouraged.**

Successful Bidder must furnish a 50-percent Construction Performance and Payment Bond with surety company acceptable to the Owner, or if the successful Bidder cannot meet this requirement, at the discretion of the Owner, a letter of credit for a minimum of 15% of the construction contract amount must be provided.

No Bidder may withdraw their Bid for a period of thirty days, excluding Saturday, Sundays, and legal holidays, after the actual date of the opening of the Bids.

The Owner reserves the right to reject any or all Bids should the Owner deem it is in the public interest to do so and reserves the right to reject any Bid that does not represent the Bid of a person competent to perform the work as specified or that less than three such Bids were received and that the prices are not reasonable for acceptance without further competition.

Contract Documents may be obtained free of charge at Hake-Westall Design Group, 187 Main Street, Williamstown, MA (413-458-5139) beginning Tuesday, February 18, 2025, between the hours of 8:30am and 4:00pm, Monday through Friday.

Child Care of the Berkshires, Inc
Amy Hall, President & CEO

INVITATION TO BID

**Child Care of the Berkshires, Inc
Roofing Replacement Project**

INSTRUCTIONS TO BIDDERS

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- Part 2. Bidders Eligibility**
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- Part 4. Easements**
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- Part 12. Insurance Certificates**
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PART 1 - BIDS

1.1 RECEIPT OF SEALED BIDS

- A. Sealed Bids for the work of this Contract will be received at the time and place indicated in the Invitation to Bid.

1.2 REJECTION OF BIDS

- A. OWNER may reject any Bid not prepared and submitted in accordance with the provisions hereof.

1.3 DELIVERY OF BIDS

- A. Bidders are cautioned that it is the responsibility of each individual Bidder to assure that their Bid is in the possession of the responsible official, or their designated alternate, prior to the stated deadline, and that said Bid is at the appropriate place of the Bid Opening. Owner is not responsible for Bids delayed by mail and/or delivery services of any nature.

ART 2 - BIDDERS ELIGIBILITY

2.1 BIDDER QUALIFICATION

- A. The Owner may make such other investigation as it deems necessary, and the Bidder shall furnish to the Owner, under oaths if so required, all such information and data for the purpose of qualification, ability, and experience of the Bidder.

PART 3 - INFORMATION NOT GUARANTEED

3.1 DRAWINGS & CONTRACT DOCUMENTS

- A. All information given on the Drawings, or in the other Contract Documents relating to concealed and other 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 Bidders and is not guaranteed.

3.2 CONDITIONS

- A. It is agreed and understood that the Owner does not warrant or guarantee that these conditions, natural phenomena, existing pipes, or other structures encountered during construction, will be the same as those indicated on the Drawings or in the other Contract Documents.

3.3 USE OF INFORMATION

- A. It is further agreed and understood that no Bidder or Contractor shall use, or be entitled to use, any of the information made available to them, or obtained in any examination made by them in any manner, as a basis of or grounds for any claim or demand against the Owner or the Architect arising from, or by reason of any variance which may exist between the information made available and the actual subsurface or other conditions, natural phenomena, existing pipes, or other structures actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

PART 4 - EASEMENTS

4.1 CONTRACTOR RIGHTS

- A. On all other lands, the Contractor has no rights unless he obtains them from the proper parties.

4.2 WORKING, PARKING, & STORAGE

- A.** The Contractor shall not work, park vehicles, or store materials on any property other than the Project Site. All such activities on the Site shall be coordinated with the Owner.

PART 5 - BIDDERS TO INVESTIGATE

5.1 EXISTING CONDITIONS, REQUIREMENTS, EXECUTION, & ACCURACY

- A.** Bidders must satisfy themselves, by personal examination of the site of the Work and by such other means as they may wish, as to the actual conditions there existing, the character and requirements of the Work, the difficulties attendant upon its execution, and the accuracy of all estimated quantities stated in the Bid.

PART 6 - QUESTIONS REGARDING DRAWINGS & DOCUMENTS

6.1 SOURCE OF INFORMATION

- A.** In general, no answer will be given to prospective Bidders in reply to an oral question if the question involves an interpretation of the intent or meaning of the Drawings or Contract Documents, or the equality and use of products or methods, other than those designated or described on the Drawings or in the Specifications. Any information given to Bidders other than by means of the Drawings and Contract Documents, including Addenda as described below, is given informally, for information and the convenience of the Bidder only, and is not guaranteed. The Bidder agrees that such information shall not be used as the basis of, nor shall the giving of any such information entitle the Bidder to assert, any claim or demand against the Owner or the Architect on account thereof.

6.2 SUBMISSION OF QUESTIONS

- A.** To receive consideration, such questions shall be submitted in writing to Bruce Hake, Hake-Westall Design Group, 187 Main Street, Williamstown, MA, 01267, at least seven work days before the established date for receipt of Bids. In general, the Architect will neither approve nor disapprove particular products prior to the opening of Bids; such products will be considered when offered by the Contractor for incorporation into the Work.

6.3 ADDENDA

- A.** The Architect will set forth as Addenda, which shall become a part of the Contract Documents, such questions received as indicated above, provided, as in his sole judgment, they are appropriate or necessary per his decision regarding each. At least three days prior to

the receipt of Bids, he will send a copy of these Addenda to those prospective Bidders and parties known to have taken out sets of the Drawings and Contract Documents.

6.4 BIDDING

- A. The Contractor agrees to use and base their Bid on the products and methods designated or described in the Specifications as amended by the Addenda.

PART 7 - BLANK FORM FOR BIDDING

7.1 REQUIREMENTS

- A. All Bids must be written upon the blank Form for Bid contained herein, and include the Proposed Schedule of Values Form contained herein, state the proposed price for the Work, both in words and in figures, and be signed by the Bidder with their business address.

PART 8 - WITHDRAWAL OF BIDS

8.1 SUBMISSION AGREEMENT

- A. Except as hereinafter in this subsection or otherwise expressly provided, once the Contractors' Bid is submitted and received by the Owner for consideration and comparison with other Bids similarly submitted, the Bidder agrees that they may not, and will not, withdraw such Bid for 30-days.

8.2 REQUIREMENTS FOR WITHDRAWAL

- A. Upon proper written request and identification, Bids may be withdrawn up until seven (7) working days prior to the designated time for the opening of Bids.

8.3 ACCEPTANCE

- A. Unless a Bid is withdrawn as provided above, the Bidder agrees that it shall be deemed open for acceptance until the AGREEMENT has been executed by both parties thereto, or until the Owner notifies a Bidder in writing that their Bid is rejected, or that the Owner does not intend to accept such Bid. Notice of acceptance of a Bid shall not constitute rejection of any other Bid.

PART 9 - COMPARISON OF BIDS

9.1 LUMP-SUM DISCREPANCIES

- A. In the event that there is a discrepancy in the Bid between the lump-sum price written in words and figures, the price written in words shall govern.

9.2 AWARDING CRITERIA

- A. The Bids will be compared on the basis of the prices Bid. The contract will be awarded to the lowest responsible and eligible Bidder, as defined by General Laws of Massachusetts.

PART 10 - RIGHT TO REJECT BIDS

10.1 CRITERIA

- A. The Owner (awarding authority) reserves the right to reject any or all Bids should the Owner deem it to be in the public interest to do so. The Owner reserves the right to reject any Bid if it is determined that such Bid does not represent the Bid of a person competent to perform the Work specified, or that less than three such Bids were received and the prices are not reasonable for acceptance without further competition.

10.2 REQUIREMENTS

- A. Every Bid which is on a form not completely filled in, which is incomplete, conditional, obscure, or which contains any addition not called for, will be rejected.

PART 11 - CONTRACT BONDS

11.1 REQUIREMENTS

- A. The Bidder whose Bid is accepted agrees to furnish the Contract Bond in the forms which is provided for such PAYMENT BOND, in the sum of 50-percent of full amount of the Contract, and duly executed by the said Bidder as Principal, and by a surety company qualified to do business under the laws of the Commonwealth of Massachusetts, and satisfactory to the Owner as Surety for payment for labor and materials. The premiums for such Bond shall be paid by the Contractor.
- B. The Bidder to whom the Contract is awarded will be required to, and agrees to, duly execute the AGREEMENT and furnish the required CONTRACT BOND within the time limit stated in the BID after notification that the AGREEMENT is ready for signatures.

PART 12 - INSURANCE CERTIFICATES

12.1 REQUIREMENTS

- A.** The Contractor will not be permitted to start any construction work until they have submitted certificates covering all insurances called for herein.

- B.** The General Contractor SHALL PROVIDE AND MAINTAIN, during the entire term of the Project, the following types and levels of Insurance:
 - 1. Statutory Workman's Compensation and Employer's Liability.
 - 2. Comprehensive General Liability Insurance with Limits of not less than \$1,000,000 for any one person and \$1,000,000 for any one accident or occurrence for personal injury, including death, and \$1,000,000 for any one accident or occurrence for damage to property.
 - 3. Comprehensive Automobile Liability Insurance including owned, non-owned, and hired automobiles, with bodily injury, including death, with limits of \$1,000,000 per person, \$1,000,000 per occurrence.
 - 4. Contractor shall secure, pay for, and maintain ALL-RISK Insurance as necessary to protect himself against loss of owned or rented capital equipment and tools, equipment and scaffolding, staging, towers and forms owned or rented by Contractor with provisions for waiver of subrogation against Owner.

PART 13 - MASSACHUSETTS SALES & USE TAX

13.1 MATERIALS & EQUIPMENT

- A.** Materials and equipment purchased for installation in this Project is exempt from Massachusetts Sales and Use Tax.

PART 14 - UTILITY UNDERGROUND PLANT DAMAGE PREVENTION SYSTEM

14.1 EXCAVATIONS

- A.** Excavations within public or private ways, if any, are subject to the requirements of Massachusetts General Law, Chapter 82, Section 40.

PART 15 - REQUIRED SUBMISSIONS WITH BID

15.1 REQUIREMENTS

- A.** The following documents are to be submitted with each Bid. Failure of a Bidder to make all required and applicable submissions may cause the Owner to consider the Bid unacceptable.

- 1. Bid Form**
- 2. Proposed Schedule of Values Form**

**Child Care of the Berkshires, Inc
Roofing Replacement**

FORM FOR BID

To the Awarding Authority:

A. The Undersigned proposes to furnish all labor and materials required for renovations to the Monument Square Center in North Adams, Massachusetts in accordance with the accompanying plans and specifications prepared by Westall Architects, Hesnor Engineering Associates, and Fire Protection Services for the contract price specified below, (including Building Permit fee) subject to additions and deductions according to the terms of the specifications. **PLEASE ATTACH SEPARATE SCHEDULE OF VALUE SHEET.**

B. This Bid includes addenda in the form provided numbered _____

C. The proposed contract price is _____ dollars (\$ _____)

D. Unit prices shall cover cost of materials in place, including all labor, materials, equipment, incidentals, services, overhead and profit.

1. Add price for removal of deteriorated roof deck and replacement with 3/4" TH. CDX plywood, exterior Exposure 1 and roof sheathing, if required, at price per sheet (32 sq. ft.) \$ _____ Sheet

E. The undersigned agrees that, if selected as General Contractor, they will within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the Owner, execute a contract in accordance with the terms of this Bid and furnish a payment bond, of a surety company qualified to do business under the laws of the Commonwealth and satisfactory to the Owner and each in the sum of the contract price, the premiums for which are to be paid by the General Contractor and are included in the contract price.

F. The undersigned hereby certifies that they are able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee.

G. The undersigned further certifies under the penalties of perjury that this Bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

H. The undersigned further certifies that they are a duly licensed Contractor for the type of Work proposed, in the Commonwealth of Massachusetts.

(Name of General Bidder)

(Business Address)

(City, State, Zip Code)

(E-mail Address)

(Telephone)

(Fax Number)

(Tax I.D.)

(Contact Person)

By: (Name of Person Signing Bid and Title)

Date:

Affix Company Seal here

PROPOSED SCHEDULE OF VALUES FORM

TRADE COST BREAKDOWN FOR BID FORM

MONUMENT SQUARE ROOFING REPLACEMENT PROJECT, 210 STATE STREET, NORTH ADAMS

NO.	DIV.	ITEM	SUBCONTRACTOR NAME	AMOUNT
1	6	Rough Carpentry		
2	7	Insulation		
3	7	Roofing		
4	7	Sheet Metal and Flashing		
5		Other/Misc		
6		Total Improvements		
7	1	General Conditions		
8		Subtotal		
9	1	Builders Overhead		
10	1	Builders Profit		
		TOTAL BASE BID AMOUNT		

**Child Care of the Berkshires, Inc
Monument Square Center Renovation Project**

CONTRACT CLOSEOUT

PART 1 – GENERAL

1.1 SUMMARY

- A.** This Section specifies administrative and procedural requirements for Project closeout, including but not limited to:
 - 1. Closeout procedures.
 - 2. Final cleaning.

1.2 CLOSEOUT PROCEDURES

- A.** Submit written certification that Contract Documents have been reviewed, Work has been inspected, and that Work is completed in accordance with Contract Documents and ready for Architect's inspection.
- B.** Provide submittals to Architect that are required by governing or other authorities.
- C.** Submit final Application for Payment identifying total adjusted Contract Sum, previous payment, and sum remaining due.
- D.** Submit all warranties, certified payrolls, affidavits, and other documents required by the Contract Documents.
- E.** Submit written notice that all subcontractors and suppliers have been paid in final.
- F.** Submit written notice showing all insurance filings and claims.

1.3 FINAL CLEANING

- A.** Complete the following cleaning operations before requesting inspection for Certification of Substantial Completion.
 - 1. Remove labels that are not permanent labels.

2. Clean exposed exterior hard-surfaced finishes to a dust-free condition, free of stains, films and similar foreign substances. Restore reflective surfaces to their original reflective conditions.
3. Contractor shall wipe all surface of mechanical and electrical equipment to remove dust and other substances resulting from construction.
4. Clean the site, including landscape areas, of rubbish, litter, and other foreign substances. Sweep paved areas broom clean; remove stains, spills and other foreign deposits. Rake grounds that are neither paved or planted, to a smooth even- textured surface.

CONTRACT CLOSEOUT

Payment Bond

Any singular reference to Contractor, Surety, Owner 01 other party shall be considered plural where applicable.

CONTRACTOR (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

CONTRACT Date: Amount: Description
(Name and Location):

BOND Date (Not earlier than Contract Date):
Amount:
Modifications to this Bond Form:

Surety and Contractor, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Payment Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

SURETY

Company: (Corp. Seal)

Company: (Corp. Seal)

Signature: _____
Name and Title:

Signature: _____
Name and Title:

(Attach Power of Attorney)

(Space is provided below for signatures of additional parties, if required.)

CONTRACTOR AS PRINCIPAL

SURETY

Company: (Corp. Seal)

Company: (Corp. Seal)

Signature: _____

Signature: _____

Name and Title:

Name and Title:

1. The CONTRACTOR and the Surety, jointly and severally, bind themselves, (heir heirs, executors, administrators, successors and assigns to the OWNER to pay for labor, materials and equipment furnished for use in (he performance of die Contract, which is incorporated herein by reference.

2. With respect to the OWNER, this obligation shall be null and void if the CONTRACTOR:

2.1. Promptly makes payment, directly or indirectly, for all sums due
→ Claimants, and

2.2. Defends, indemnifies and holds harmless the OWNER from all claims, demands, liens or suits by any. person or entity who furnished labor^A materials or equipment for use in the performance of the Contract, provided the OWNER has promptly notified the CONTRACTOR and the Surety (at the addresses described in paragraph 12) of any claims, demands, liens or suits and tendered defense of such claims, demands, Hem or suits to the CONTRACTOR and the Surety, and provided there is no OWNER Default

3. With respect to Claimants, this obligation shall be null and void if the CONTRACTOR promptly makes payment, directly or indirectly, for all sums due.

4. The Surety shall have no obligation to Claimants under this Bond until:

4.1. Claimants who are employed by or have a direct contract with the CONTRACTOR have given notice to the Surety (at (he addresses described in paragraph 12) and sent a copy, or notice thereof, to the OWNER, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.

4.2. Claimants who do not have a direct contract with the CONTRACTOR:

1. Have furnished written notice to the CONTRACTOR and sent a copy, or notice thereof, to the OWNER, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the parry to whom the materials were furnished or supplied or for whom the labor was done or performed; and

2. Have either received a rejection in whole or in part from the CONTRACTOR, or not received within 30 days of furnishing the above notice any communication from the CONTRACTOR by which the CONTRACTOR had indicated (lie claim will be paid directly or indirectly; and

3. Not having been paid within the above 30 days, have sent a written notice to the Surety and sent a copy, or notice thereof, to the OWNER, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to the CONTRACTOR.

5. If a notice required by paragraph 4 is given by the OWNER to the CONTRACTOR or to the Surety that is sufficient compliance.

6. When the Claimant has satisfied (he conditions of paragraph 4, the Surety shall promptly and at the Surety's expense tike the following actions;

6.1. Send an answer to the Claimant, with a copy to the OWNER, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts mat are disputed.

6.2. Pay or arrange for payment of any undisputed amounts.

7. The Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

8. Amounts owed by the OWNER to the CONTRACTOR under the Contract shall be used for the performance of the Contract and to satisfy claims, if any, under any Performance Bond. By the CONTRACTOR furnishing and the OWNER accepting this Bond, they agree that all funds earned by the CONTRACTOR in the performance of the Contract are dedicated to satisfy obligations of the

CONTRACTOR and the Surety under this Bond, subject to the OWNER'S priority to use the funds for the completion of the Work.

9. The Surety shall not be. liable to the OWNER, Claimants or others for obligations of (he CONTRACTOR that are unrelated to the Contract, The OWNER shall not be liable for payment of any costs or expenses of any Claimant under this Bond, and shall have tinder this Bond no obligations to make payments to, give notices on behalf of, or otherwise have obligations to Claimants under this Bond.

10. The Surety hereby waives notice of any change, including changes of time, to the Contract or to related Subcontracts, purchase orders and other obligations.

11. No suit or action shall be commenced by a Claimant under this Bond other than a court of competent jurisdiction in the location in which the Work or. part of the Work is located or after the expiration of one year from the date (1) on which the Claimant gave the notice required by paragraph 4.1 or paragraph 4.2.3, or (2) on which the last labor or service was performed by anyone- or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

12. Notice to the Surety, the OWNER or the CONTRACTOR shall be mailed or delivered to the addresses shown on the signature page. Actual receipt of notice by Surety, the OWNER or the CONTRACTOR, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.

13. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the Contract was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted here from and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory Bond and not as a common law bond.

14. Upon request of any person or entity appearing to be a potential beneficiary of this Bond, the CONTRACTOR shall promptly furnish a copy of this Bond or shall permit a copy to be made.

15. DEFINITIONS

15.1. Claimant: An individual or entity having a direct contract with the CONTRACTOR or with a Subcontractor of the CONTRACTOR to furnish labor, materials or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that pan of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Contract, ' architectural and engineering services required for performance of die Work of the CONTRACTOR and the CONTRACTOR'S Subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

15.2. Contract: The agreement between the OWNER and the CONTRACTOR identified on the signature page, including all Contract Documents and changes thereto.

15.3. OWNER Default: Failure of the OWNER, which has neither been remedied nor waived, to pay the CONTRACTOR as required by the Contract or to perform and complete or comply with the other terms thereof.

(FOR INFORMATION ONLY- Name, Address and Telephone)

AGENCY or BROKER: OWNER'S
REPRESENTATIVE (Engineer or other party)

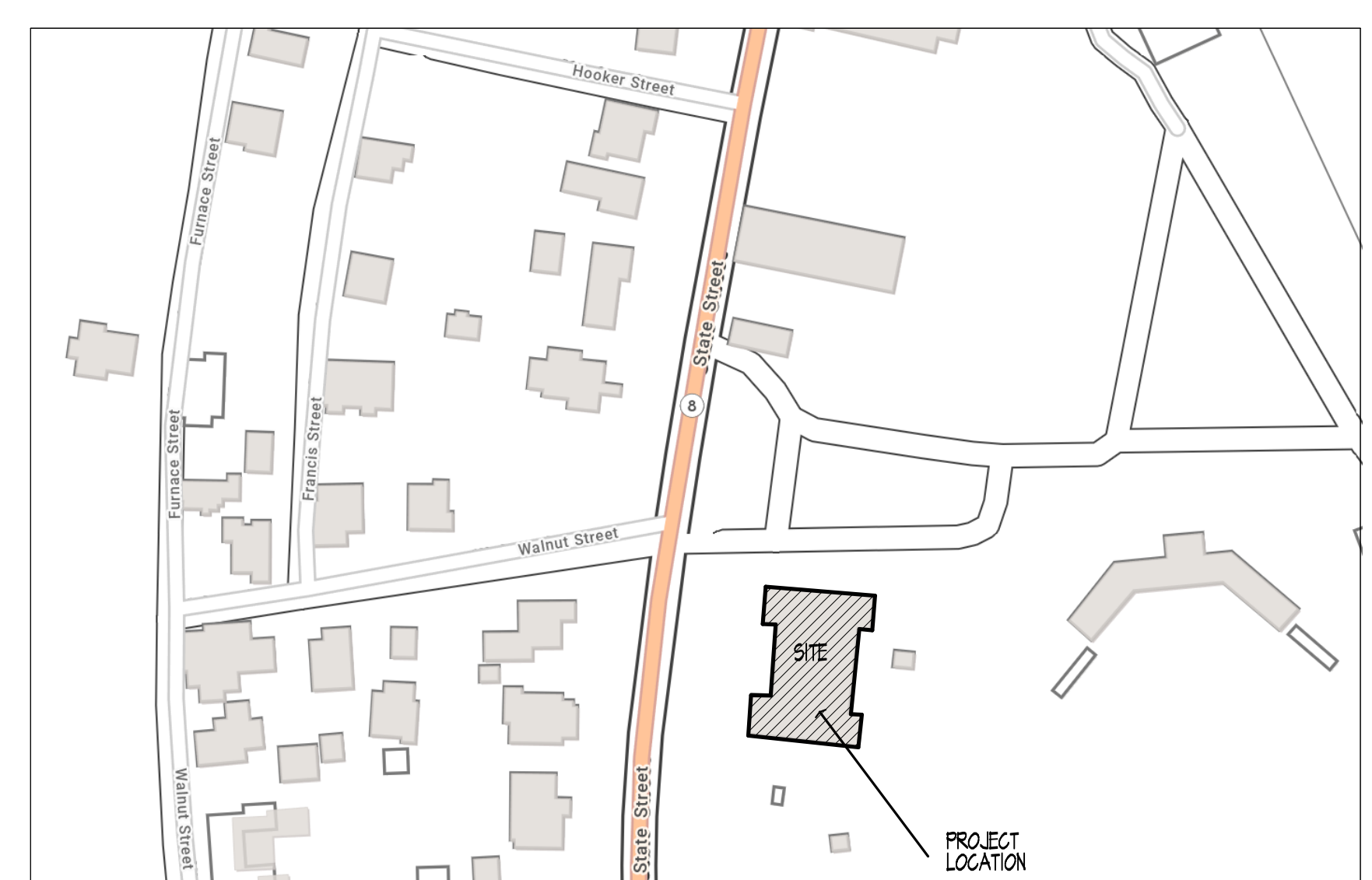
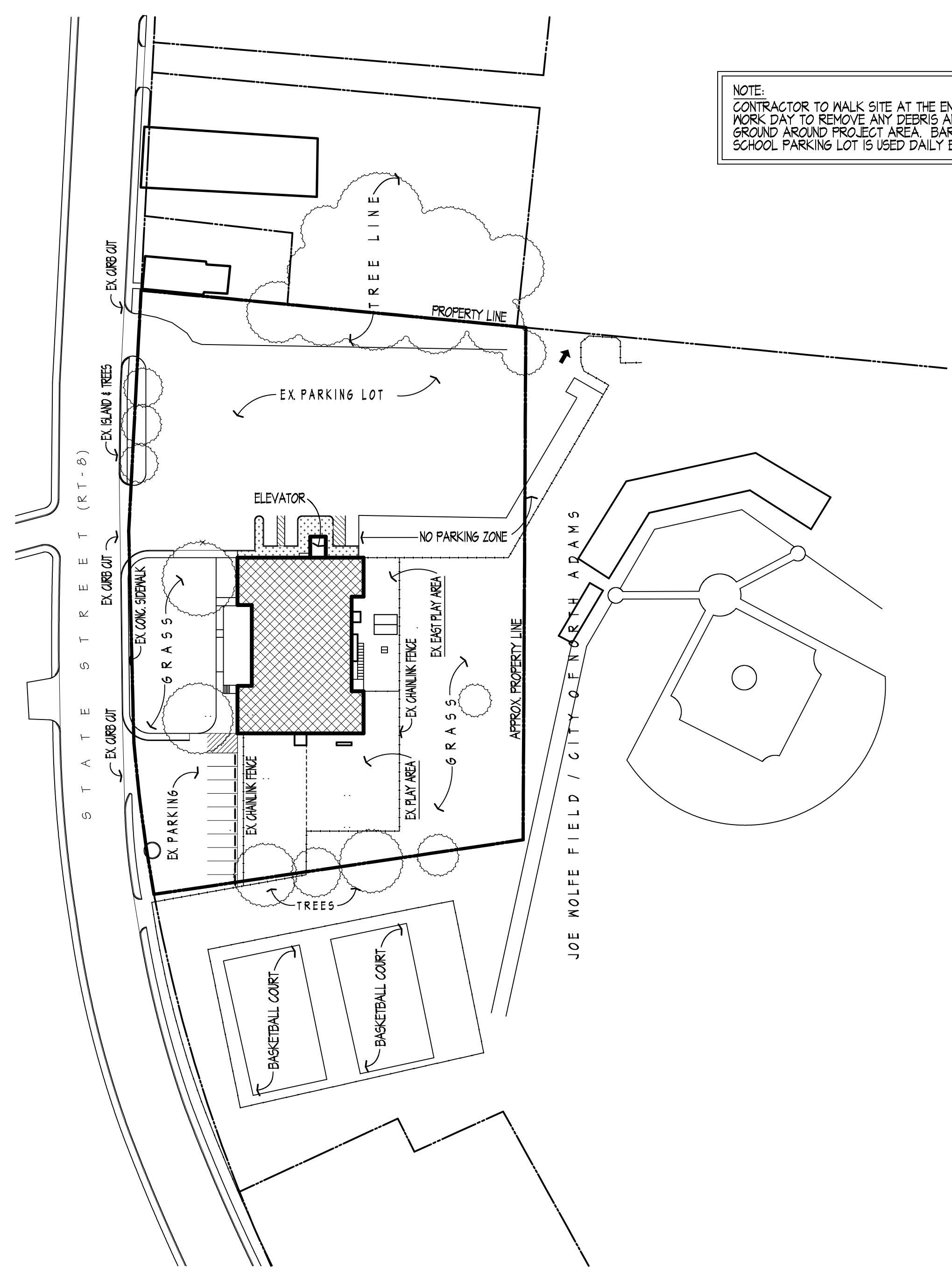
GENERAL NOTES:

- ALL WORK SHALL COMPLY WITH STATE AND LOCAL CODES AND ORDINANCES. THE CONTRACTOR(S) SHALL APPLY FOR ALL PERMITS AND SHALL PAY ALL PERMIT RELATED FEES. ALL NECESSARY PERMITS SHALL BE OBTAINED PRIOR TO THE START OF WORK, AND THE CONTRACTOR(S) SHALL BE RESPONSIBLE FOR OBTAINING THE CERTIFICATE OF OCCUPANCY.
- CONTRACTOR(S) SHALL PROVIDE ALL NECESSARY SERVICE ON ALL MATERIALS AND WORKMANSHIP PROVIDED UNDER THIS CONTRACT FOR A PERIOD OF ONE YEAR FROM DATE OF SUBSTANTIAL COMPLETION AT NO ADDITIONAL COST TO THE OWNER. CONTRACTOR(S) SHALL EXTEND ALL AVAILABLE WARRANTIES ON THE EQUIPMENT IN WRITING TO THE OWNER.
- THE CONTRACTOR(S) SHALL MAINTAIN THE JOB CLEAR OF TRASH AND DEBRIS, AND SHALL PRESENT THE PROJECT TO THE OWNER FOR FINAL ACCEPTANCE CLEAN AND READY FOR OCCUPANCY. ALL AFFECTED GLASS AND METAL FRAMES SHALL BE CLEANED, AND THE PROJECT AREA LEFT FREE OF TRASH AND DEBRIS.
- TEMPORARY FACILITIES FOR PROTECTION OF TOOLS AND EQUIPMENT SHALL CONFORM TO LOCAL REGULATIONS AND SHALL BE THE CONTRACTOR(S) RESPONSIBILITY.
- THESE DOCUMENTS DO NOT INCLUDE THE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. SAFETY CARE OF ADJACENT PROPERTIES DURING CONSTRUCTION AND COMPLIANCE WITH STATE AND FEDERAL REGULATIONS REGARDING SAFETY SHALL BE THE CONTRACTOR(S) RESPONSIBILITY.
- THE CONTRACTOR AND SUB-CONTRACTORS SHALL VISIT THE SITE AND BECOME FAMILIAR WITH ALL CONDITIONS PRIOR TO SUBMITTING BID. CLAIMS FOR EXTRA PAYMENT WILL NOT BE ALLOWED BECAUSE OF UNFAMILIARITY WITH THE WORK TO BE PERFORMED, EXISTING CONDITIONS AT THE JOB SITE, LOCAL, STATE OR FEDERAL LAWS, OR ALTERATIONS DUE TO FIELD CONDITIONS.
- CONTRACTOR(S) SHALL VERIFY ALL DIMENSIONS IN BOTH HORIZONTAL AND VERTICAL PLANES AND CONDITIONS SHOWN ON THE CONTRACT DOCUMENTS WITH THOSE ON THE JOB PRIOR TO COMMENCEMENT OF ANY WORK. ANY VARIATION WHICH REQUIRES PHYSICAL CHANGE SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE ARCHITECT.
- THE CONTRACTOR AND SUB-CONTRACTORS SHALL IMMEDIATELY CONTACT THE ARCHITECT AND PROVIDE A SHOP DRAWING/SKETCH FOR DETERMINATION SHOULD THEY FIND ANY CONFLICT OR INCONSISTENCY BETWEEN THE WORK SHOWN ON THE CONTRACT DOCUMENTS AND NORMAL ACCEPTED CONSTRUCTION PRACTICES, OR ASSUME RESPONSIBILITY FOR ALL CORRECTIONS.
- MODIFICATIONS REQUIRED FOR ANY REVISIONS TO THE CONTRACT DOCUMENTS INITIATED BY THE CONTRACTOR OR SUB-CONTRACTOR WITHOUT PRIOR WRITTEN APPROVAL BY THE ARCHITECT SHALL BE ACCOMPLISHED AT THE CONTRACTOR(S) RISK.
- DO NOT SCALE DRAWINGS FOR ANY PURPOSE.
- ALL STAIRS AND MEANS OF EGRESS ROUTES SHALL REMAIN ACCESSIBLE AT ALL TIMES.
- EXISTING CONSTRUCTION NOT SCHEDULED FOR WORK SHALL BE PROTECTED THROUGHOUT CONSTRUCTION.
- CONTRACTOR(S) SHALL SUBMIT FOUR (4) COPIES OF CATALOG CUT SHEETS FOR ALL MATERIALS TO THE ARCHITECT FOR APPROVAL BEFORE ANY WORK IS TO BEGIN. NO CHANGES OR SUBSTITUTIONS ALLOWED WITHOUT WRITTEN APPROVAL FROM THE ARCHITECT OR OWNER.
- CONTRACTOR(S) SHALL COORDINATE WITH OTHER TRADES TO ELIMINATE ANY INTERFERENCES WITH PIPES, DUCTS, ETC.
- MISCELLANEOUS DEFINITIONS:
"PROVIDE" MEANS SUPPLY, DELIVER, AND INSTALL COMPLETE, AND READY FOR USE. PROVIDE ANY AND ALL ITEMS NECESSARY TO COMPLETE THE SYSTEMS.
- WHERE PRE-MANUFACTURED COMPONENTS/DEVICES/EQUIPMENT (ETC.) ARE IDENTIFIED, THE CONTRACTOR SHALL STRICTLY FOLLOW ALL MANUFACTURER INSTRUCTIONS AND RECOMMENDATIONS FOR INSTALLATION.
- ANY DAMAGE TO EXISTING UTILITIES, STRUCTURES, FINISHES OR PROPERTY MUST BE REPORTED TO THE OWNER FOR REVIEW AND DIRECTION AS TO THE REPAIR, REPLACEMENT OR ABANDONMENT AT THE CONTRACTOR'S EXPENSE.

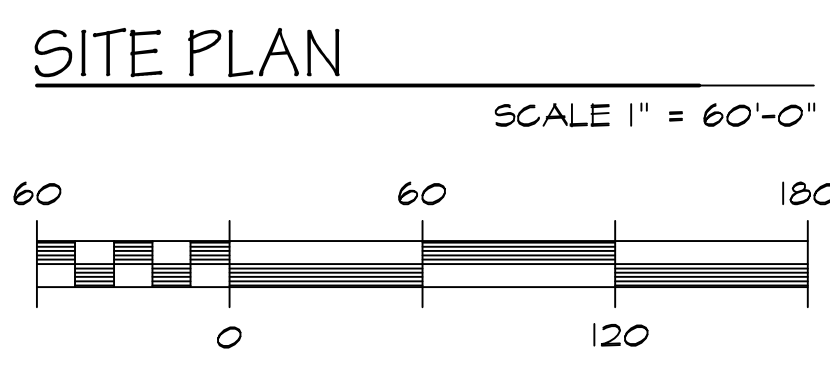
DEMOLITION NOTES:

- CONTRACTOR SHALL ERECT ALL SAFETY BARRICADES AND POST PROPER NOTICES PRIOR TO COMMENCING WORK.
- GC SHALL COORDINATE ALL SUBCONTRACTOR DEMOLITION, CUTTING, PATCHING, ETC.
- ITEMS TO BE REMOVED SHALL BE CLEANLY CUT BACK TO THE LIMITS SHOWN ON THE DRAWINGS, OR AS DIRECTED BY THE OWNER REPRESENTATIVE OR ARCHITECT.
- DEMOLISH ALL WORK IN A SAFE MANNER AND PROTECT ALL WORK WHICH IS TO REMAIN. RESTORE ALL CONDITIONS WHICH BECOME DAMAGED, THAT ARE NOT SCHEDULED TO BE DEMOLISHED, TO THEIR ORIGINAL STATE.
- CONTRACTOR SHALL ERECT DUST PARTITION/PROTECTION BARRIERS TO PROTECT ADJACENT AREAS TO REMAIN, AND CONTRACTOR SHALL CLEAN THOSE AREAS WHICH HAVE BECOME AFFECTED.
- CONTRACTOR SHALL COMPLY WITH RULES AND REGULATIONS ESTABLISHED BY GOVERNMENTAL AGENCIES TO PROPERLY TRANSPORT DEMOLITION MATERIALS USING CONTAINERS DESIGNED FOR PARTICULAR WASTE TO APPROVED DISPOSAL SITES. CONTRACTOR SHALL OBTAIN ALL PERMITS AND PAY ALL FEES. DEBRIS SHALL BE REMOVED ON A DAILY BASIS.
- CONTRACTOR SHALL IMMEDIATELY HALT WORK AND NOTIFY ARCHITECT IF HAZARDOUS MATERIAL IS FOUND DURING DEMOLITION.
- COORDINATE WITH OWNER FOR THOSE ITEMS WHICH ARE TO BE TURNED OVER TO OWNER, OR THOSE ITEMS WHICH ARE TO BE REMOVED BY OWNER.
- COORDINATE WITH OWNER FOR WORK NEAR MACHINERY/EQUIPMENT AND BUILDING SYSTEMS AND FOR HVAC, PLUMBING OR ELECTRICAL SHUT DOWN PRIOR TO DEMOLITION.
- ALL ASSOCIATED ELECTRICAL POWER SHALL BE DISCONNECTED PRIOR TO DEMOLITION.

NOTE:
CONTRACTOR TO WALK SITE AT THE END OF EACH WORK DAY TO REMOVE ANY DEBRIS AND NAILS ON GROUND AROUND PROJECT AREA. BART CHARTER SCHOOL PARKING LOT IS USED DAILY BY THE PUBLIC.

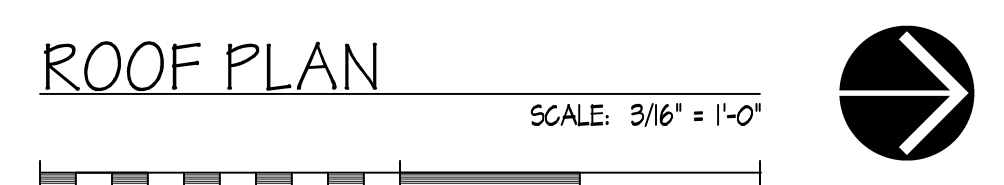
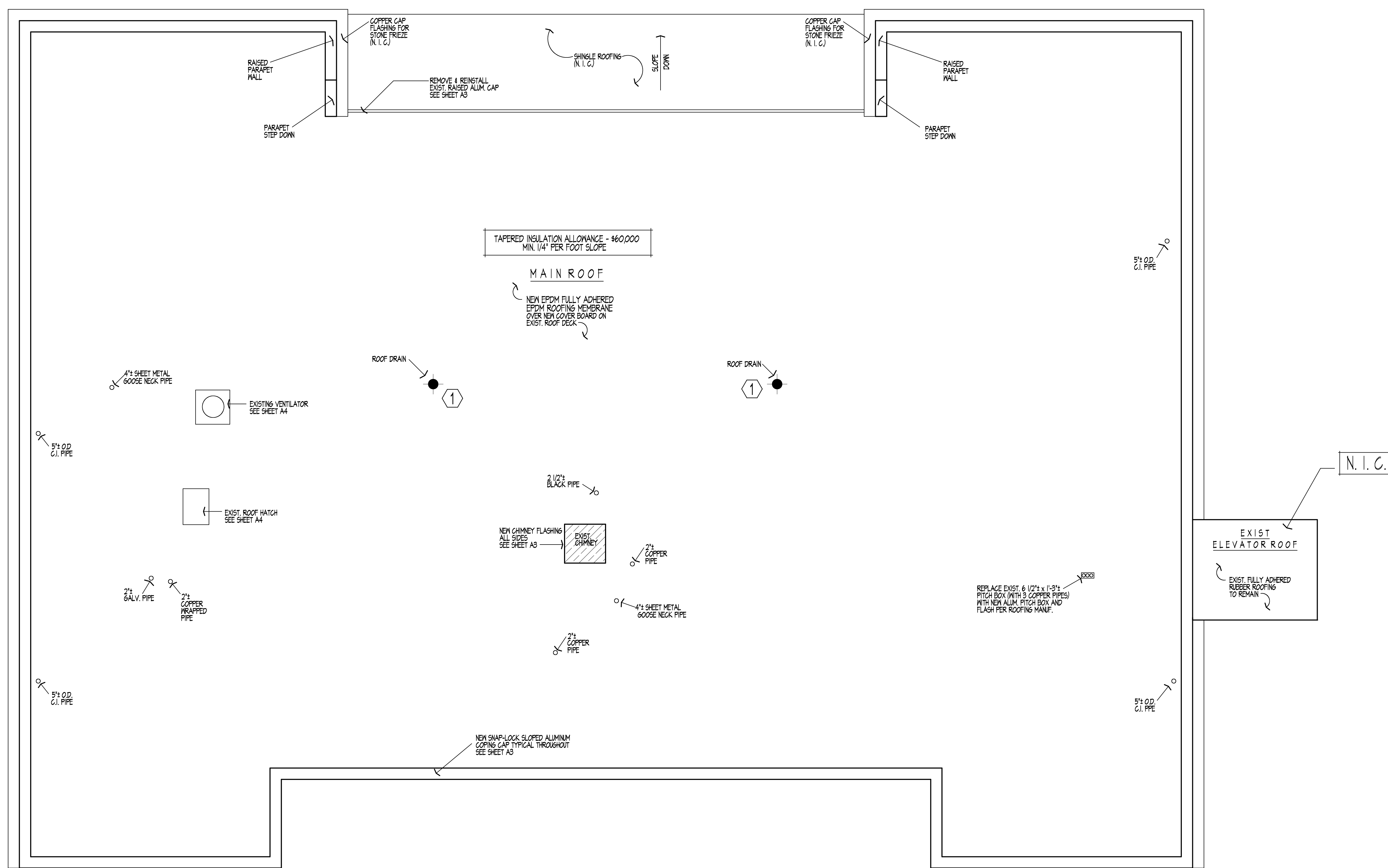


LOCUS PLAN
N.T.S.



KEY TO SYMBOLS





- NOTES
1. ALL DIMENSIONS AS NOTED ARE APPROXIMATE FROM EXISTING DRAWINGS DOCUMENTATION AND LIMITED FIELD VERIFICATION.
 2. ALL PENETRATIONS EXISTING, UNLESS OTHERWISE NOTED.
 3. ALL SINGLE PIPE PENETRATIONS TO FIT WITH "PORTALS PLUS" PIPE BOOT (SIZE- VERIFY IN FIELD)

- SYMBOLS:
- ① "PORTALS PLUS" ALUMINUM REROOF DRAIN (SIZE- VERIFY IN FIELD)

PRODUCT DATA: CATALOG CUTS, SPECIFICATIONS, INSTALLATION INSTRUCTIONS, FOR EACH MATERIAL SPECIFIED.
SHOP DRAWINGS: DETAIL DRAWINGS FOR ALL FLASHING DETAILS

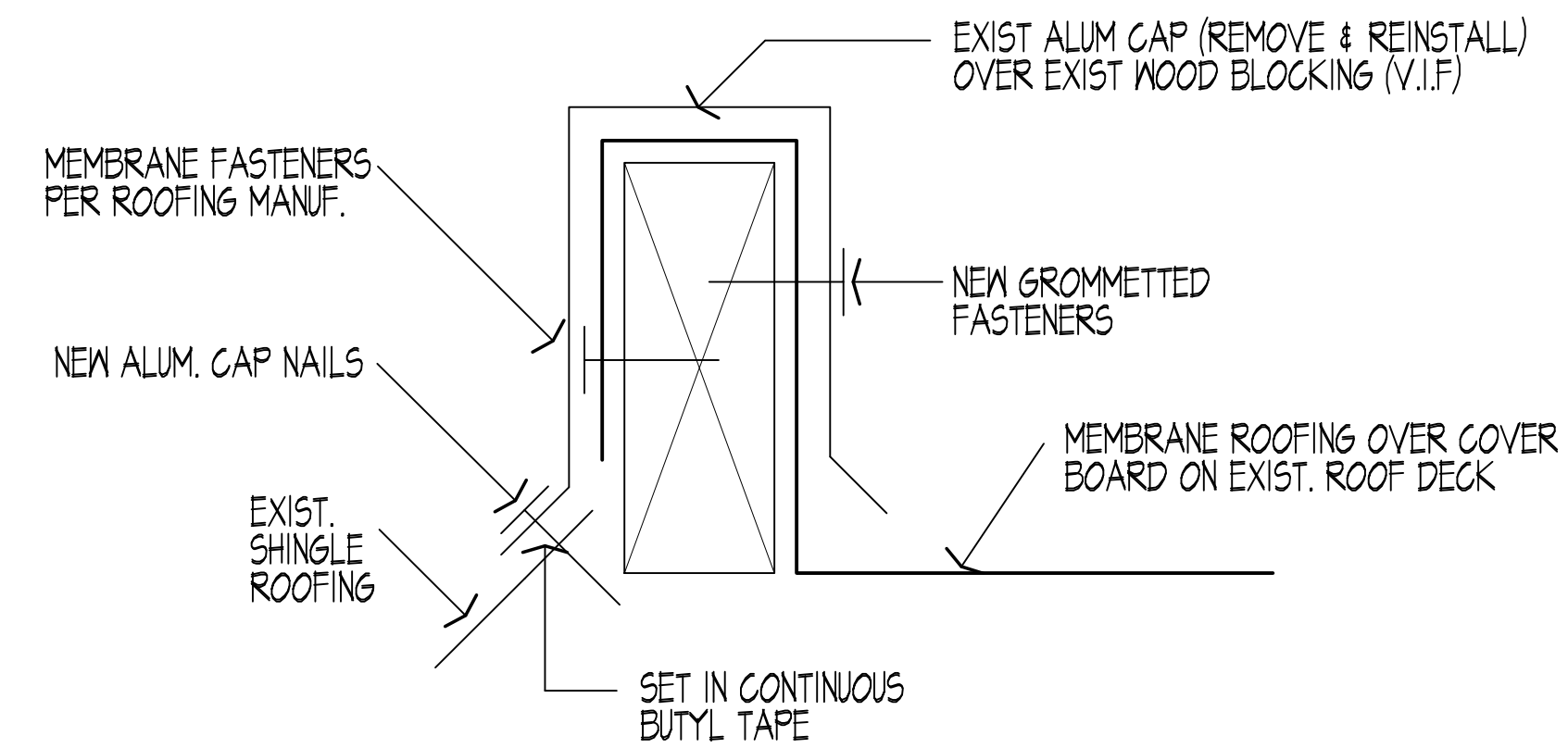
Revisions:	3/16" = 1'-0"
Scale:	GILMAN
Dwn. By:	HAKE
Chk. By:	
Proj. No.:	



EXIST. RAISED ALUM. CAP
NEW ALUM. CAP NAILS

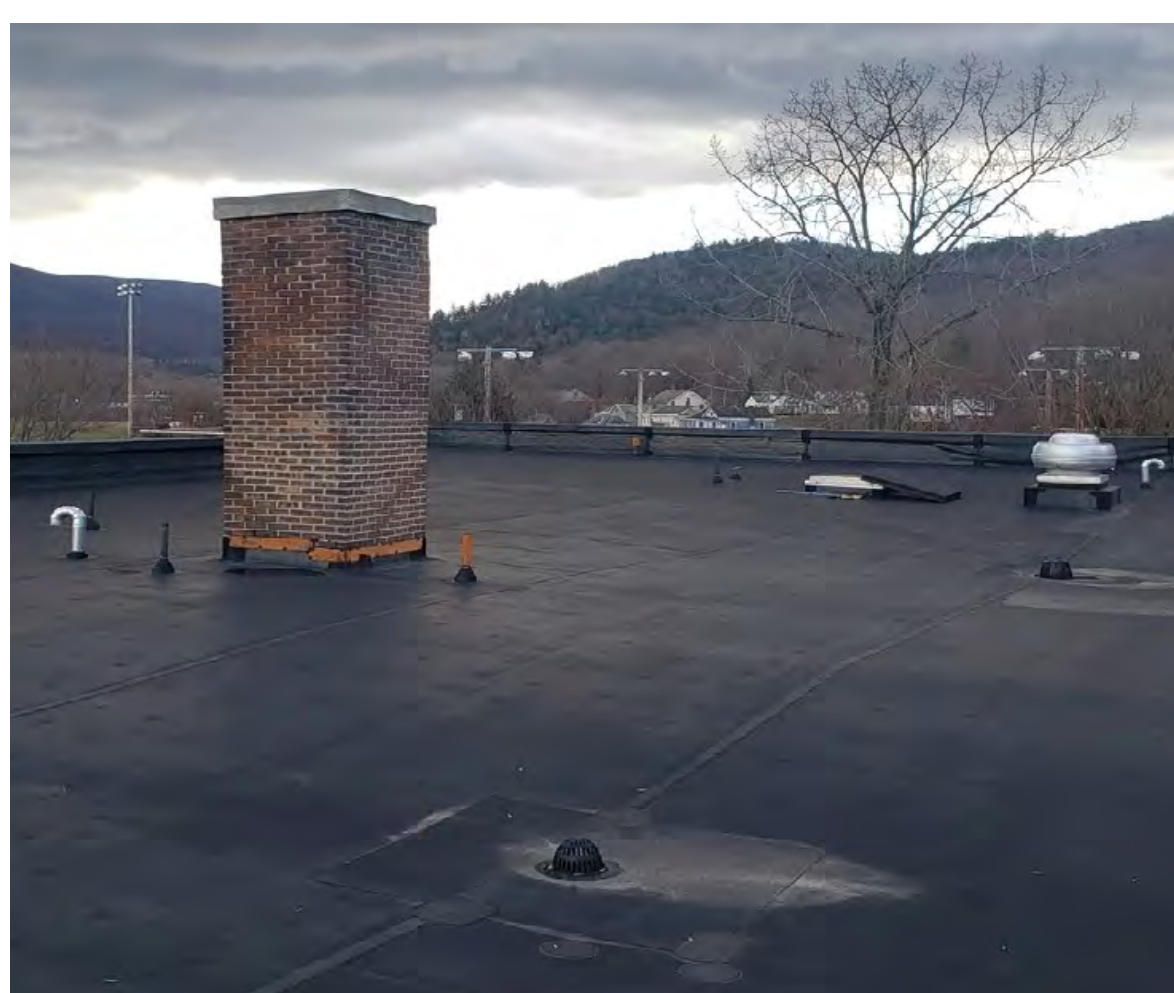
REINSTALL CAP WITH NEW STAINLESS STEEL
SCREW FASTENERS & NEOPRENE SEPARATION WASHERS

EXIST. ALUMINUM CAP (REMOVE & REINSTALL)



SCHMATIC RAISED ALUM. CAP SECTION

NOT TO SCALE



EXIST. BRICK
CHIMNEY

SEE NOTE # 1

MEMBRANE
BASE FLASHING

MEMBRANE
ROOFING

CHIMNEY FLASHING

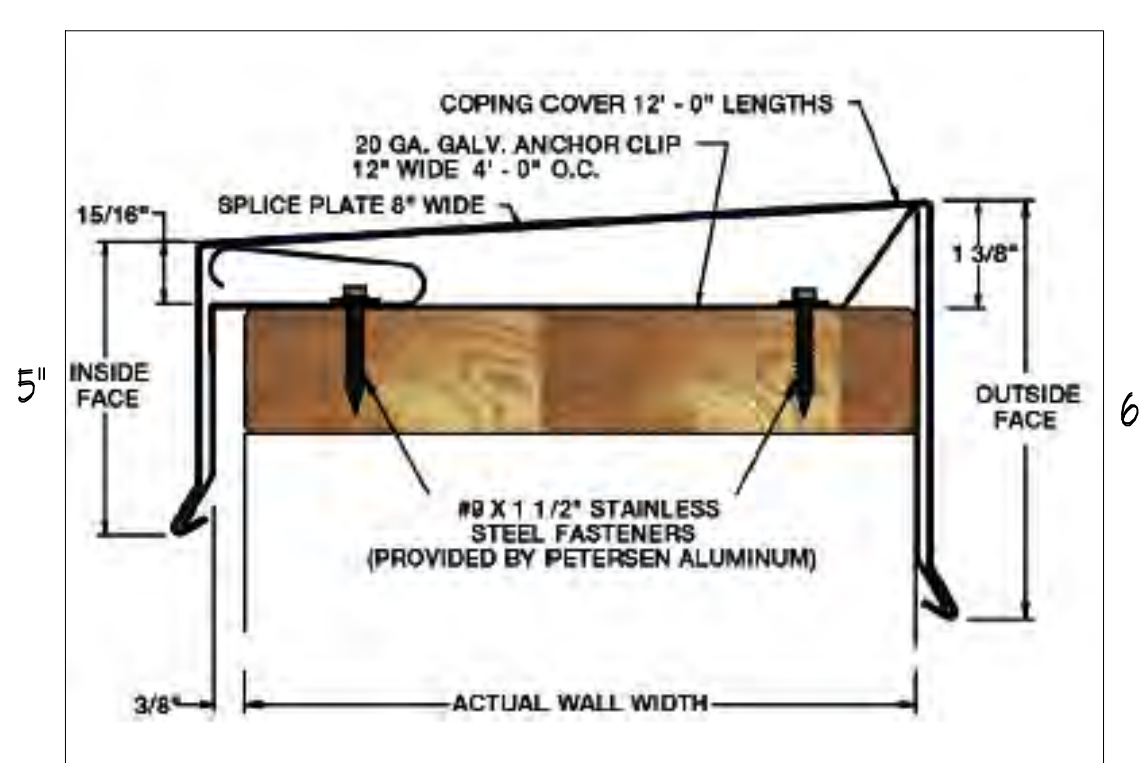
NOTES:

- CUT BACK EXISTING COUNTER FLASHING FLUSH WITH FACE OF EXISTING BRICK.
RETURN MEMBRANE ROOFING 8" MINIMUM VERTICALLY UP FACE OF CHIMNEY BRICK.
SECURE TOP EDGE OF MEMBRANE WITH ALUMINUM TERMINATION BAR (WITH LIP).
FILL TOP LIP WITH MANUF. RECOMMENDED SEALANT PRODUCT.

PROVIDE ALUMINUM 2 PIECE SURFACE MOUNTED REGLET "SNAPLOK" FLASHING SYSTEM
BY FRY REGLET CORPORATION.

NOT TO SCALE

PAC-TITE COPING CAP



NOT TO SCALE

PAC-TITE COPING CAP

PROVIDE 2" TH. (V.I.F) RIGID BOARD INSULATION
TO FLUSH WITH INSIDE FACE OF EXIST. CONC. COPING STONE

TYPICAL THROUGHOUT

PROVIDE NEW WOOD BLOCKING AND SLOPED
SNAP-LOCK "PAC-TITE" ALUMINUM COPING CAP

TYP. THROUGHOUT

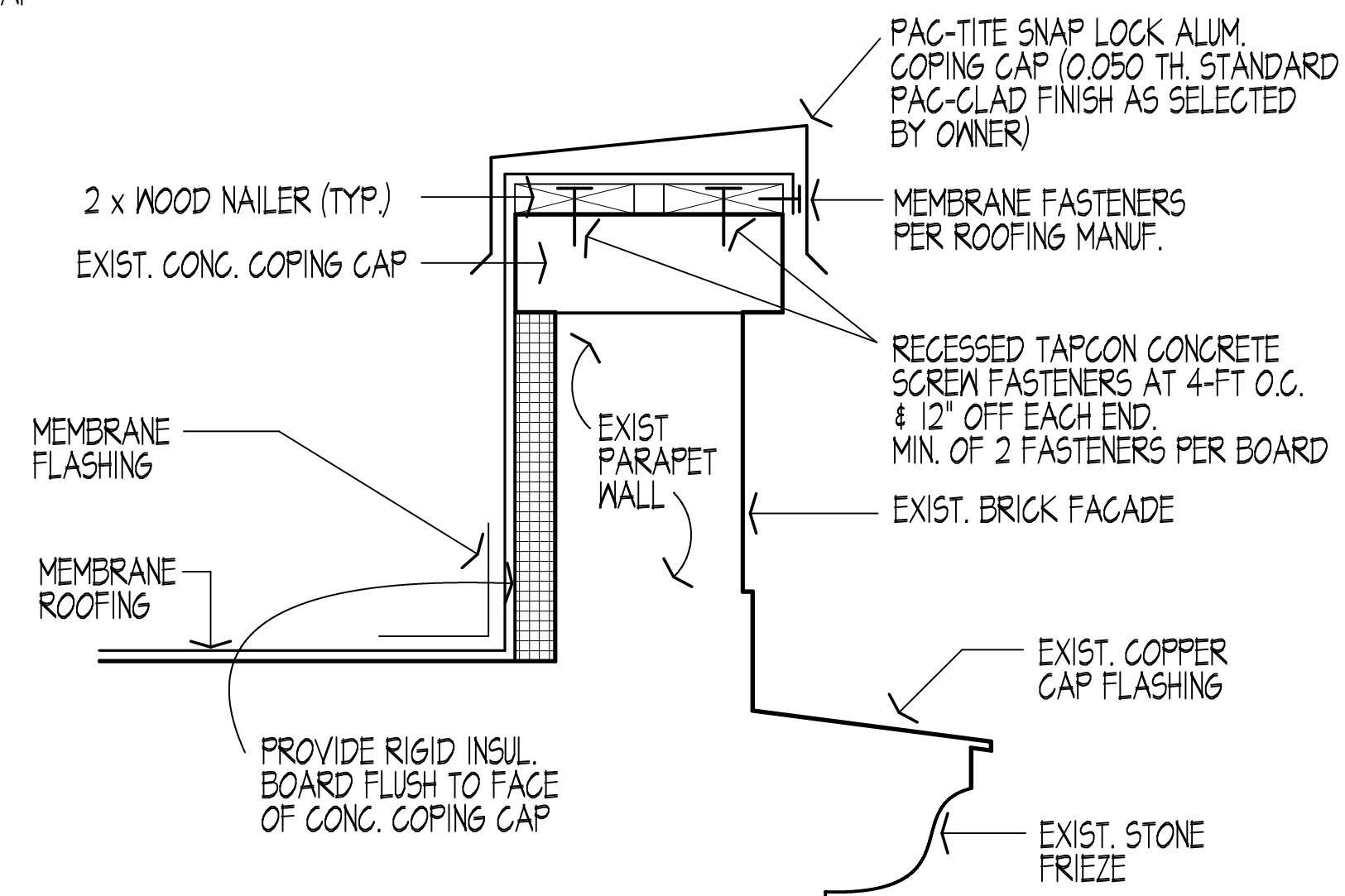


SLOPED PARAPET COPING CAP

NOTES:

- REMOVE TERMINATION BAR(S) AND EPDM
ROOFING MEMBRANE (TYPICAL THROUGHOUT)

NOT TO SCALE



SCHMATIC PARAPET DETAIL

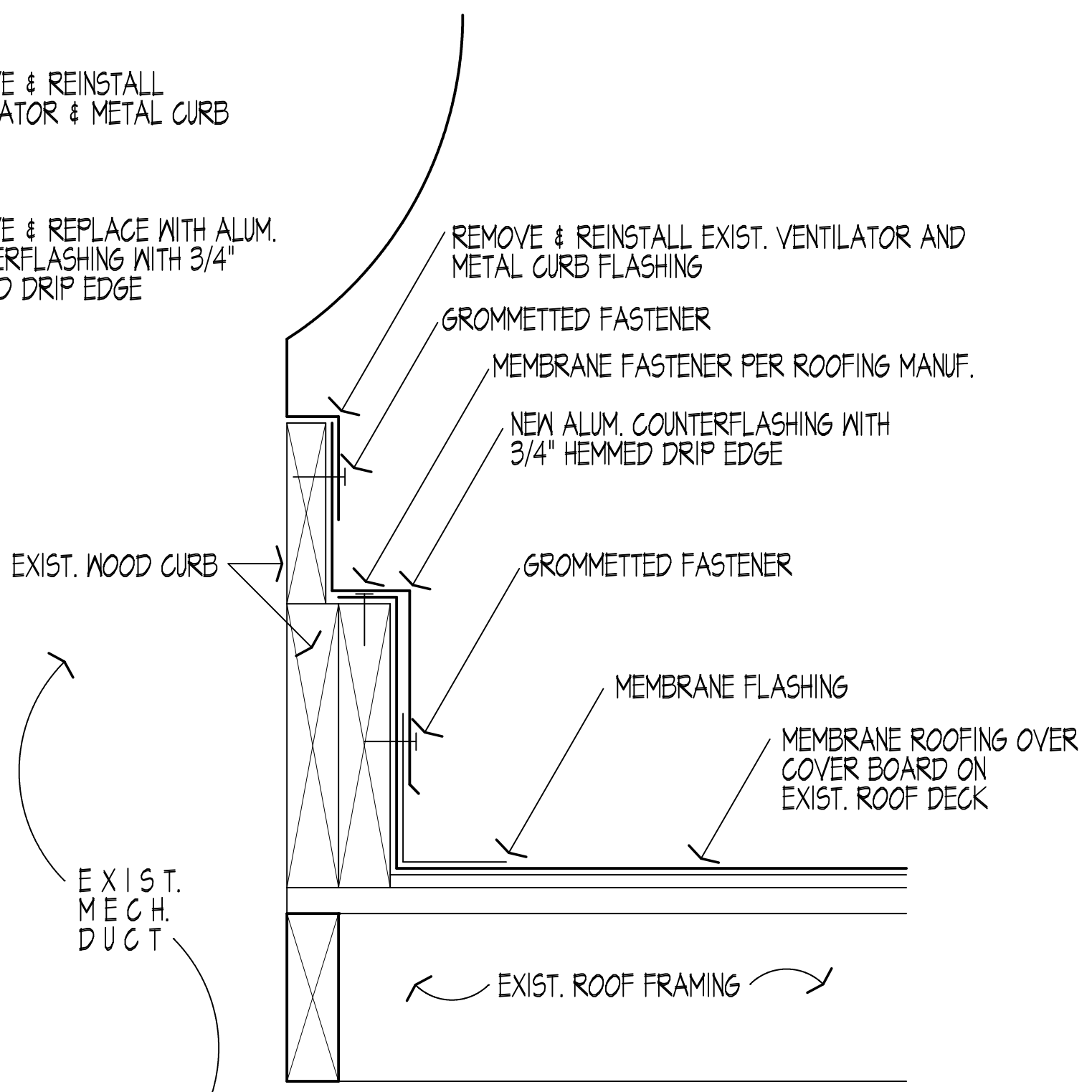
NOT TO SCALE

Revisions:	3/16" = 1'-0"
Scale:	GILMAN
Drawn By:	HAKE
Checked By:	
Project No.:	



REMOVE & REINSTALL
VENTILATOR & METAL CURB

REMOVE & REPLACE WITH ALUM.
COUNTERFLASHING WITH 3/4"
HEMMED DRIP EDGE



VENTILATOR CURB SECTION

NOT TO SCALE

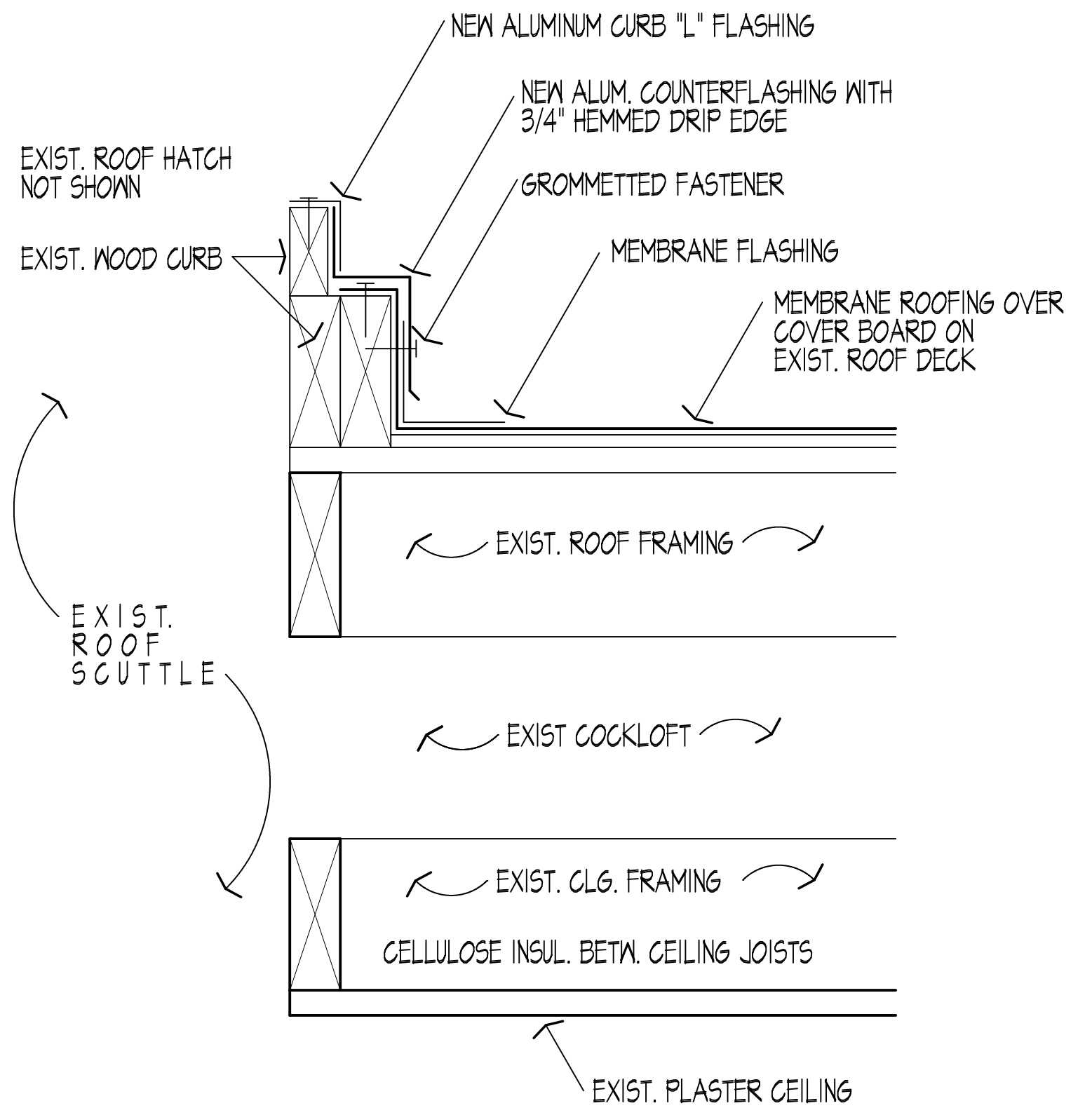


EXIST. ROOF HATCH
NOT SHOWN

EXIST. WOOD CURB



EXIST.
ROOF
SCUTTLE

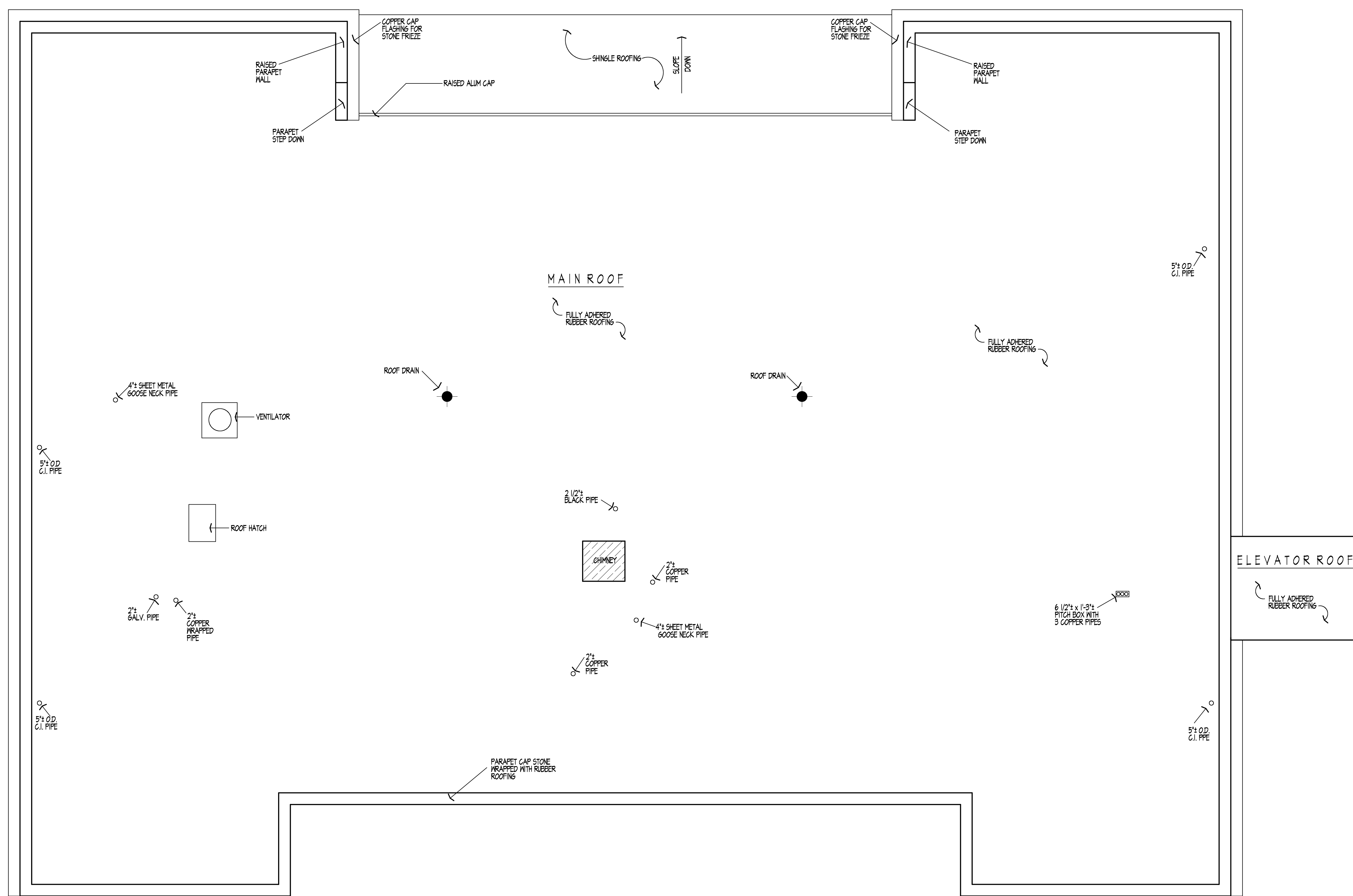


ROOF HATCH / SCUTTLE SECTION

NOT TO SCALE

Revisions:	3/16" = 1'-0"
Scale:	GILMAN
Drawn By:	HAKE
Checked By:	
Proj. No.:	

ROOFING REPLACEMENT
CHILD CARE OF THE BERKSHIRES
210 STATE STREET, NORTH ADAMS, MA



EXIST. ROOF PLAN
SCALE: 3/16" = 1'-0"
SCALE IN FEET

NOTES:
1. ALL DIMENSIONS AS NOTED ARE APPROXIMATE FROM EXISTING DRAWINGS DOCUMENTATION AND LIMITED FIELD VERIFICATION.

Revisions:	3/16" = 1'-0"
Scale:	GILMAN
Dwn By:	HAKE
Chk By:	
Proj. No.:	

M:\DRAWINGS\Large Projects\CCB Roof\CCB ROOF EX1 Plan

Contractor Bid Request

New Roofing Installation for the former Haskins School/Child Care of the Berkshires

North Adams, MA

Child Care of the Berkshires is seeking bids from qualified contractors for the installation of a new EPDM roof system at the former Haskins School, 210 State Street. North Adams, MA.

The roof area is approximately 8,800 sq. ft.

Scope of Work:

The project will encompass the demolition and removal of the current single ply EPDM roofing and substrate, install new high quality roofing material and separation board, adjust drains, follow OSHA safety rules, and provide a 20 year warranty. New roof installation must meet all current State and City Codes. Work to be completed by August 15, 2025.

Bid must include:

- Safely remove current roofing material and insulation to wood roof deck.
- Furnish and install type X substrate board over existing wood plank roof deck.
- Install approximately 8800 SF EPDM roofing membrane. Include specifics of roofing materials to be installed.
- Adjust the height of drains as needed for the installation of the roof, or by architect's specifications.
- Furnish and install .060 non-reinforced fully adhered EPDM roof system.
- Furnish and install membrane roof flashings for all existing roof penetrations.
- Furnish and install .04 aluminum edge metal with .050 aluminum receiver. Standard colors only.
- Collect all debris in a debris container and remove debris from site.

Included:

- Contractor will set up job site in accordance with OSHA Standards.
- Access to the roof will be from the exterior of the facility; there is very limited access to the roof through the facility.
- Permits: Contractor will obtain all required permits from relevant authorities for the installation of the new roof.
- Contractor will provide CCB with a 20 year, no dollar limit, labor and material warranty.

Exclusions:

Not included:

- Excludes winter conditions, snow and ice removal.
- Excludes slope/metal shingle roofing.
- If there is a need to replace areas of the deck, CCB will be responsible for time and materials.
- CCB is a not-for-profit agency; no sales tax is required.
- Prevailing wage not required.

Submission Requirements:

Interested contractors are required to submit a comprehensive bid proposal that includes the following information:

- Detailed breakdown of costs and scope of work.
- Information on the proposed roofing material and company including specifications.
- Brief outline of the contractor's experience with similar projects and relevant certifications.
- Estimated timeline for completion of the project, including start and finish dates.
- Proof of insurance and any necessary licenses must be provided within ten (10) calendar days from the date when the written "Notice of Award" of the Contract. In case of failure by the Bidder, the Owner may, at their option, consider that the Bidder has abandoned the Contract.
- Bids furnished by "out-of-state" corporations will not be considered unless these Corporations can furnish evidence of proof to the Owner that a permit to transact business within the State of Massachusetts has been secured.
- The Contractor shall submit a construction schedule(s) with the bid.
- Bidders must satisfy themselves by personal examination of the location of the proposed Work, by examination of the Plans and Specifications, by reviewing the requirements of the Work and the accuracy of the estimates of the quantities of the Work to be done, and shall not at any time after the submission of a bid, dispute or complain of such estimates nor assert that there was any misunderstanding in regard to the nature or amount of work to be done.
- The Contract Documents including the detailed Plans contain the provisions required for the construction of the Project. No information obtained from any officer, agent, or employee of the Owner on any such matter shall in any way effect the risk or obligation assumed by the Contractor or relieve him from fulfilling any of the conditions of the Contract.
- Bid specifications may be obtained from CHILD CARE OF THE BERKSHIRES.
- Inspection trips may be scheduled for this project by contacting the ADMINISTRATIVE Office of CHILD CARE OF THE BERKSHIRES, 413-663-6593.

All contracts must comply with the Title VI of Civil Rights Act of 1963, the Equal Opportunity clause. Contractors must have a MA valid license and liability insurance in the minimum amount of \$200,000.

Submission Deadline:

All bids must be submitted by MARCH 14, 2025 to the following address:

210 State Street, North Adams, MA 01247 or ahall@ccberkshire.org.

Contact Information:

For inquiries or to schedule a site visit, please contact Amy Hall at 413-663-6593 or ahall@ccberkshire.org.

Competitive Negotiation Procedures

Contract(s) for the work shall be awarded based on Competitive Negotiation Procedures. Award of contract shall be based on the Bidder(s) who submit the highest ranked proposal as that which is determined to be the most advantageous to the Owner, considering technical merit, price and other factors. **Although price is an important factor, the award may not necessarily be made to the Bidder submitting the lowest bid.**

Child Care of the Berkshires may make such investigations as she/he deems necessary to determine the ability of the Bidder to perform the work, and the Bidder shall furnish to Owner/CCB all such information and data for this as the Owner/CCB may request. The Owner/CCB may request some or all of the Bidder to appear before the Evaluation Committee and make a presentation of their proposals. The Owner/CCB reserves the right to reject any Bid if the evidence submitted by, or an investigation of, such Bidder fails to satisfy the Owner/CCB that such Bidder is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.

The following information shall be submitted as part of the Proposal:

- Bidder's Proposal and Construction schedule.

Unacceptable bidders.

The following will not be allowed to bid on, or negotiate for, a contract or subcontract related to the construction of the project:

- (1) The governing body's officers, employees, or agents;
- (2) Any member of the immediate family or partners in the entities referred to in paragraphs (1), (2) of this section; or
- (3) An organization which employs, or is about to employ, any person in the entities referred to in paragraphs (1), (2) of this section.

Owner: Amy Hall, President/CEO, Child Care of the Berkshires ahall@ccberkshire.org

Child Care of the Berkshires looks forward to reviewing your proposal and selecting a qualified contractor for this important project.