

REQUEST FOR PROPOSAL

Replacement Windows at 1100 Valley Road

PROJECT MANAGER: Ross Baker, PE
Nevada Department of Wildlife
4600 Kietzke Lane, Ste. D-134
Reno, Nevada 89502
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PRE-BID MEETING: 1:30pm on March 31, 2010 at project location
BIDDERS DATE: March 23, 2010
BIDDERS CLOSING: April 7, 2010, not later than 4:00pm
PLACE: Same as above

PROPOSAL

Address to: Nevada Department of Wildlife – see address above. The undersigned bidder hereby proposes to furnish all labor, materials, equipment, tools, and services necessary to perform all work required. The bidder agrees that he will execute said agreement in the required form of Scope of Work, if awarded the bid. The bidder further agrees to complete all work required under the agreement within the time stipulated in the Specifications.

PROJECT LOCATION

The project is located at NDOW headquarters, 1100 Valley Road, Reno, NV 89512.

BID PROPOSAL SHEET

The best bid shall be determined based upon the base bid plus any combination of additive alternates as selected by, and at the sole discretion of, the Department of Wildlife's Project Manager. The base bid and any alternates must be complete bids for the work described in this Scope of Work.

RECEIPT OF PROPOSALS

Sealed proposals will be received by Project Manager at 4600 Kietzke Lane Suite D-134, Reno, Nevada 89502 not later than 4:00pm local time, April 7, 2010. Proposals received after 4:00pm on April 7, 2010 will not be considered.

CONSTRUCTION SUPPORT

Utility Service and Construction Support Facilities

The Contractor may use the Department of Wildlife's electrical, gas and water services for this work; however the contractor shall be responsible for all connections thereto.

Contractor is otherwise responsible for providing all other and necessary utilities and services he may require to complete the project.

COMPLETION OF WORK

All work must be substantially completed and functional for the Department of Wildlife's purposes as determined by Project Manager, and contractor's equipment and materials removed when the project is completed.

MATERIAL DISPOSAL

Materials from this project must be disposed of or recycled in any legal manner which terminates the Department of Wildlife's liability for same. The Department of Wildlife's trash collection and recycling facilities shall not be used for material disposal.

TIME OF PROJECT

Contractor shall not commence work before Saturday, May 1, 2010. Work shall be complete not later than Sunday, May 9, 2010. Work shall occur only on Saturdays and Sundays during this time period. Working hours shall be from 9:00am to 5:00pm.

CONTRACTOR'S LICENSE

Contractor must be a Nevada licensed contractor. Please enclose a copy of your Nevada contractor's license with your sealed bid.

MANDATORY INSURANCE REQUIREMENTS

Copies of the following insurance certificates will need to be provided to Project Manager upon award of the bid:

- A. Workers Compensation Insurance and Employer's Liability**
 - a. \$100,000 Each Accident**
 - b. \$100,000 Disease – Each Employee**
 - c. \$500,000 Disease – Policy Limit**
- B. Commercial General Liability Insurance**
 - a. \$2,000,000 General Aggregate**
 - b. \$1,000,000 Products Completed Operations Aggregate**
 - c. \$1,000,000 Personal & Advertising Injury**
 - d. \$1,000,000 Each Occurrence**
- C. Business Automobile Liability**
 - a. \$1,000,000 Combined Single Limit**

BIDDER'S PROPOSAL

BIDDERS NAME: _____
STREET: _____
CITY, STATE, ZIP: _____
PHONE NO: _____
FAX: _____

Lump-sum bid amount
_____ \$ _____
(Price write amount)

Optional amount for item 2.2.2
_____ \$ _____
(Price write amount)

THIS IS PREPARED AND SIGNED BY:

BY: (Signature) _____

(Type or print): _____

(Date) _____ **Nevada Contractor's License No.** _____

Replacement Windows

Scope of work

Contractor shall remove and replace the existing windows at the east side of 1100 Valley Road. New windows meeting the minimum specifications as outlined below shall be installed. Eleven windows require replacement; ten measure nominally 6'x4', and one measures nominally 4'x3'. Contractor shall make all necessary measurements to determine the exact size of windows to complete the work. Contractor shall provide all labor and materials to complete the work. A pre-bid meeting shall be scheduled in order that Project Manager may clearly demonstrate to all interested bidders the exact windows that constitute the work.

Off-site disposal of all demolished windows and other construction debris resulting from activity related to the work shall be the responsibility of Contractor.

Contractor shall take care to minimize any disturbance within the building while performing the work, and upon completion of the work shall ensure that the job site is clean and orderly.

Specifications

1. Site Conditions

1.1. Delivery, Storage, and Handling

1.1.1. Materials shall be stored in a dry, well-ventilated, weather-tight place where they will be protected from cosmetic and functional damage.

1.2. Installation conditions

1.2.1. Windows will be installed in a working office building. Therefore, Contractor shall ensure that current and forecasted weather conditions will not substantially interfere with the activities of the office. Additionally, the work shall not occur during any weather conditions that could interfere with the quality of the installation itself.

1.2.2. The manner of installation – including all incidental materials such as caulks, adhesives, fasteners, paints, stains, tape, etc. – shall comply with *2006 IBC*, all manufacturer recommendations, and these specifications. If Contractor deems that deviation from such code and recommendations is necessary, such deviation shall be approved by Project Manager *before* the work is commenced. In the event of conflict between referenced standards and these specifications, these specifications shall prevail.

1.2.3. No fastener shall be placed in the bottom of the window sill if it will be exposed to the exterior environment.

1.3. Material disposal

1.3.1. Contractor shall be responsible for disposal of all trash or other construction debris relating to or arising from the work. Contractor shall haul all such trash off-site at his own expense. Contractor shall ensure that the work site be left in a clean, orderly state after the work is complete.

2. Product Specifications

2.1. Lock type

2.1.1. Lock shall be either lever-type or twist-type.

2.2. Screen

2.2.1. Window shall be equipped with a bug screen that will prevent insects, debris, etc. from entering the interior environment. The screen shall be reasonably transparent to allow unobstructed view through the window.

2.2.2. OPTIONAL: Please include a price option in the bid for aluminum screens.

2.3. Glass

2.3.1. Panels

The window sash shall be constructed with a minimum of two panes of glass (“double-pane”) that are sealed to prevent moisture or atmospheric intrusion between the panes.

2.3.2. Coating

Panels shall be constructed with a low-emission (“low-e”) coating to minimize solar heat gain of the interior environment.

2.3.3. Insulation

The empty space between the panes of the window shall be charged with an appropriate gas to enhance the thermal insulating effect of the window. An exception to this requirement may be granted by Project Manager if no gas-filled window is available due to the elevation of the project.

2.4. Frame

2.4.1. Material

Frames shall be white vinyl or other non-metallic material.

2.4.2. Configuration

Frames shall be slide-by-type and shall open horizontally from right to left.

2.5. Incidental Materials

2.5.1. Caulk

Caulk shall be Sonneborn NP-1 polyurethane or approved equal. All surfaces that require caulk shall be thoroughly cleaned and dried per the caulk manufacturer’s specifications prior to placement of caulk to ensure a positive bond. Caulk shall be placed continuously around the inside and outside edges of the window to obtain a leak-free seal and shall be “tooled” in order to maintain an aesthetically clean appearance. Gaps over which caulk is placed shall be per the manufacturer’s specifications.

2.5.2. Fasteners

Fasteners shall be hot-dip zinc galvanized per ASTM A153.

3. Submittal

3.1. At least one week prior to any work, Contractor shall submit to Project Manager material specifications for all products chosen by Contractor to be installed during the work. Work shall not begin before Project Manager has reviewed and approved the proposed material specifications and returned a copy of such specifications clearly indicating his approval to Contractor.

4. Workmanship

- 4.1. Work shall be done in a manner consistent with generally accepted construction practices. When completed, the windows and appurtenant areas of the building affected during the course of the work shall have good aesthetic quality as judged by Project Manager.
- 4.2. Materials shall carry a warranty against defects for a minimum of 20 years. Labor shall be warranted for a minimum of one year.