



City Hall Renovation

RFP No. F-2017-02

**REQUEST FOR PROPOSALS
FOR
City Hall Renovation
(RFP No. F-2017-02)**

A. BACKGROUND

The City of Fruitland is a community of approximately 5000 people in Wicomico County, Maryland. By this Request for Proposals (RFP), the City is seeking a qualified contractor to provide pricing information for the City Hall Renovation project.

B. SCOPE OF WORK

1. **General.** The City is seeking a qualified licensed General Contractor to provide services related to the exterior renovation of City Hall, inclusive of all materials.
2. **Services.** As part of the general scope of work, the selected Contractor shall perform and provide the following:
 - a. Remove and dispose of all existing siding and all existing soffits, tape/seal all joints and holes in foam;
 - b. Install new siding (double 4 inch vinyl siding), soffit, j channel, corners and include all caulking as needed;
 - c. Remove existing lights and install 5 light boxes on the vinyl siding area, reinstall lights;
 - d. Replace 4 downspouts;
 - e. Power wash to remove all dirt and foreign material from the “Dryvit”;
 - f. Remove loose and defective caulk from the vinyl or “Dryvit” to the frames of doors and windows, and re-caulk with one part urethane caulk;
 - g. Install a base coat and a new Quarzputz finish to the 6 columns in the front of the building to match existing;
 - h. Fill cracks and punctures with an elastomeric patching compound on all other “Dryvit” areas;
 - i. Paint all “Dryvit” with 2 coats elastomeric coating, prep and paint 3 single doors, 1 double door, including frames with 2 coats alkyd coating;
 - j. Remove and dispose of 5 existing windows;
 - k. Furnish and install 5 aluminum clad, double pane, double casement windows with stationary windows above and below to match existing, include all caulking;
 - l. Furnish all labor and material to construct a small portico (approximately 6’x6’) at rear entrance to the building, include vinyl soffit, aluminum wrapped fascia, beams, etc.

TOTAL COST TO FURNISH ALL LABOR AND MATERIALS TO PERFORM THE RENOVATIONS TO CITY HALL PER THE ABOVE MENTIONED SCOPE OF WORK.

TOTAL USD\$_____

C. QUALIFICATIONS

Contractors shall provide satisfactory and credible proof of their technical expertise to perform the scope of work described herein. Contractor shall maintain sufficient work force to provide the Scope of Work described herein in an efficient and effective manner.

At least three (3) references must be supplied of clients with a similar scope and type of work.

D. OFFICIAL POINT OF CONTACT AND INFORMATION REQUESTS

1. Official Point of Contact. The City’s Official Point of Contact regarding the administration of this solicitation is as follows:

Mike Gibbons
Director of Public Works
City of Fruitland, Maryland
401 E. Main Street
Fruitland, Maryland 21826
410-548-2800
mgibbons@cityoffruitland.com

**City of Fruitland
City Hall Renovation Project
Application Form**

OFFEROR INFORMATION

Organization (Full Legal Name): _____

Street Address: _____

Mailing Address: _____

Maryland Business License No.: _____

Maryland Contractor's License No.: _____

Federal Taxpayer ID No.: _____ State Taxpayer ID No.: _____

Contact Person: _____

Phone: _____ Email: _____

CERTIFICATION:

The information contained in this application is true and correct to the best of my knowledge and belief. The document has been duly authorized by the governing body of the offeror's organization.

Signature of Authorized Official Date _____

Print Name Title _____

Please attach a bid form to this sheet.