

**Addison County Solid Waste Management District
REQUEST FOR BIDS
Painting Services**

REQUESTED BY: Addison County Solid Waste Management District
DATE: Friday, June 24, 2022
DUE DATE: **Friday, August 5th, 4 PM**
CONTACTS: Patti Johnson, Business Manager, OR
Teresa Kuczynski, District Manager
ACSWMD
1223 Route 7 South
Middlebury, VT 05753
Tel: (802) 388-2333
Email: patti@acswmd.org
teri@acswmd.org



INTRODUCTION

The Addison County Solid Waste Management District (ACSWMD) is a tax-exempt, 501(C)(1) union municipal district comprised of 21 towns of Addison County. The purpose of this Request for Bids (RFB) is to obtain bids from qualified Painting Contractors for painting services at the District Transfer Station, 1223 Route 7 South, in Middlebury, VT. The project involves painting of the interior of the District's Office Building. The District offices are open 8 AM-4 PM on weekdays. The Transfer Station is open 7 AM-3 PM on weekdays, and 8 AM-1 PM on Saturdays.

SCOPE OF SERVICE

1. Office Building:

- Painting of all interior painted surfaces, including baseboards, ceilings, window frames and walls. The District office area includes 5 offices, a conference room, kitchen area, 2 restrooms, hallways, closets and entrance area.
- Any prep work required such as spackling, sanding etc.

The bid must include an estimate of the cost of all paint and supplies. Labor estimates are to include hourly rate(s) and number of hours for all painting and prep work such as sanding, spackling, etc. The interior paint will be latex paint - with low or no VOC's, if available - of a quality equivalent to Sherwin Williams. The Bidder should recommend the brand/type, and staff will choose colors within that brand/type. **A site visit will be required to make an estimate of labor and costs.**

The painting schedule should be designed to accommodate the continued and uninterrupted function of the District Transfer Station and Office during work hours.

PREPARATION OF BID

Contractors must call the office to arrange a site visit before submitting a bid for the proposed project. Contractors are to include the following information with their bids:

1. The name, address, phone number, cell phone number, e-mail address of Contractor, and the name of the key contact person for this contract;
2. Not-to-exceed lump sum price, with a breakdown of hourly rate(s) and number of hours;
3. Timeline for the project, start to finish;
4. Evidence of painting experience;
5. References from at least three former customers.

Prior to signing a contract, the selected Contractor will need to provide:

1. Evidence of Professional Liability Insurance covering the personnel involved in the project, and Comprehensive Liability Insurance for injuries to persons and property while working on the project;
2. Evidence of Worker's Compensation Insurance, if required by state law, or, if not required, a willingness to sign a waiver.

CONTRACTOR SELECTION

Sealed bids must be received by no later than **4 PM, Friday, August 5, 2022** in an envelope marked, "**Painting Services RFB**", and may either be hand-delivered, emailed or mailed to:

Patti Johnson
Business Manager
Addison County Solid Waste Management District
1223 Route 7 South
Middlebury, VT 05753
patti@acswmd.org

Bids will be opened and recorded at 10 AM on Monday August 8, 2022. Staff will review the bids with the District Board of Supervisors Executive Board (E.Bd), with the intent to contact the successful bidder by Friday, August 12, 2022, or as soon as the E.Bd makes its award. Bids will be evaluated on the basis of Contractor's experience and qualifications, financial costs, timeliness, and references.

REVISIONS TO REQUEST FOR BIDS

If it becomes necessary to revise any portion of this RFB, the addenda will be sent to all providers who were mailed the original request and any parties who were provided copies of this request. The District also reserves the right to negotiate with the bidders to modify or amend certain portions of their respective bids.

REJECTION OF BIDS

The District reserves the right to reject any and all bids in the best interest of the District.

LIMITATION OF LIABILITY

Bidders shall bear the full cost of preparation and, if selected by the District, negotiation of the final purchase agreement. There may be no claims whatsoever for reimbursement from the District for costs and expenses associated with this process.