

# REQUEST FOR PROPOSALS TO:

- INSTALL VINYL SIDING
- REPAIR SPALLING FOUNDATION
- INSULATE OVER OFFICE AREA
- CONSTRUCT 12' X 14 INTERIOR OFFICE SPACE

ALL WORK TO BE DONE  
ON THE  
SOUTH HERO TOWN HIGHWAY  
BUILDING,  
RT 2,  
SOUTH HERO, VT.

The Town of South Hero is seeking contractor services for the replacement of the siding and repair the concrete foundation on a portion of the Town Highway building located on Rt 2 in South Hero. Included in the project is insulating the ceiling over an office area and construction of a 12' x 14' interior office space.

BIDS MAY BE SUBMITTED FOR COMPLETE PROJECT OR ANY PART THEREOF.

## SCOPE OF PROJECT:

### Exterior siding and foundation repair:

- 1..Install new commercial grade vinyl siding & accessories ( including corners, light blocks, electrical outlet blocks, hose bib blocks, vent blocks, and J-channel) on the west and east sides of the older front portion of the facility, as well as south facing gable end where the front section joins the first garage section.
2. All trim to be P-5 or wrapped with metal.
3. Any rotted structural element and sheathing to be replaced on a time and materials basis; hourly rate and materials markup to be discussed.
4. Project may include insulating exterior walls with rock wool as needed.
5. Install appropriate exterior vapor barrier..
6. Clean and reparse foundation where needed.
7. Install a gable end eyebrow over office entryway, approximately 10 feet long 4 feet high, to match existing roof pitch.
8. Clean up all debris from job site.

### Insulation over office area

1. Install blown cellulose insulation over office space to equal R value.

### Construct interior office space

1. Full 2x4 wall construction with one interior door and possibly a fixed glass interior window.
2. Walls to be insulated with rock wool, sheathed with 5/8 sheet rock, taped and rough sanded.
3. Electrical outlets and lighting to be discussed.

## PERMITTING:

No permitting is anticipated to be necessary for this project.

## TERMS OF PAYMENT:

To be discussed at time of interview.

## INSPECTION OF PROPERTY:

Exterior examination of property is permitted at any time.  
For access to the building please contact  
Anne C Zolotas, Highway/Select Board Liaison 802-363-6686.

## PROPOSAL SUBMISSION AND EVALUATION:

Proposal shall be submitted to:

South Hero Town Clerk, 333 RT 2, South Hero, VT 05486  
Proposals must be received no later than 1:00 pm prevailing  
time, \_\_\_\_\_ 2025.

Proposals will be reviewed and evaluated by the South Hero  
Select Board. The evaluation will include the following areas in  
order of relative importance:

1. Adequacy of proposal in the terms of addressing the needs  
that are set forth in the Request for Proposals.
2. Relevant experience and past performance.
3. Quality of previous work.
4. Record of completing projects on time.
5. Project completion timeline.
6. Cost.

Proposers will be contacted in a timely fashion concerning  
results of the Town's evaluation. Proposers may be asked for an  
in person interview in case additional information is required.  
The Town reserves the right to accept or reject any and all  
Proposals or to waive any irregularities.

## REQUIRED DOCUMENTATION:

Each proposer shall provide a minimum of two references where  
similar services have been performed during the past three years.

Professional Liability Insurance's required for this project. Please  
include the level of coverage provided.