



TOWN OF ELSMERE

REQUEST FOR PROPOSAL NO. 25-02

Town Hall Window Replacement

February 7, 2025

**Deadline to Respond
Wednesday, March 5, 2025
2:00 PM**

REQUEST FOR PROPOSAL NO. 25-02

Town Hall Window Replacements

ALL OFFERORS:

The enclosed packet contains "REQUEST FOR PROPOSAL 25-02" for replacement windows for the Town of Elsmere, Delaware. The proposal consists of the following documents:

1. Appendix "A" Proposal Form
2. Appendix "B" Affidavit of Workers Eligibility
3. Appendix "C" Debarment Certification
4. Appendix "D" Sample Certificate of Insurance
5. Proposal

Your proposal and the proposal reply section must be executed completely and correctly and returned in a clearly marked envelope displaying the RFP Number by 2:00 p.m., Wednesday, February 26, 2025, to be considered. Proposals shall be submitted to the Town of Elsmere, Finance Department, 11 Poplar Avenue, Elsmere, Delaware 19805. Electronic proposals will not be accepted.

A mandatory pre-bid meeting will be held on February 18th at 10:00 am.

Please review and follow the information and instructions contained in the General Provisions and this Request for Proposal. Should you need additional information, please contact the Town Manger Steven Martin via email at Smartin@townofelsmere.com.

SECTION 1

1. COMPETITIVE SEALED PROPOSAL:

It has been determined by The Town of Elsmere, in the best interest of the Town, this solicitation be offered as a request for proposals so that the Town will be able to:

1. Provide Proposers an opportunity for discussion and revision of their proposal. Revisions may be permitted after submission of proposals but prior to the award of a contract for the purpose of obtaining a final contract which is in the best interest of the Town.
2. To allow negotiations between the Town and a responsible Proposer who has submitted a Proposal found to be reasonably likely to be selected for awarding a contract. The contents of any proposal shall not be disclosed so as to be available to competing Proposers during the negotiation process.
3. Conduct oral or written discussions with Proposers concerning technical and price aspects of their proposal; and
4. Compare the different price, quality and contractual factors of all proposals submitted.

2. PROPOSAL REQUIREMENTS:

Any proposal must have costs and equipment lists broken down and must include all removal, disposal, purchase and installation of all equipment and materials.

3. CONTRACT PERIOD:

Should the Mayor and Council decide to issue a contract, each Proposer's contract shall be valid until the construction under this contract is complete.

4. PRICES:

Prices and/or rates shall be all inclusive and shall remain firm for the term of the contract, unless further negotiations are deemed necessary by the Town.

The pricing policy that you choose to submit must address the following concerns:

- a. The structure must be clear, accountable and auditable.
- b. It must cover the full spectrum of services required.
- c. Costs and compensation must be consistent with the rates established or negotiated as a result of this RFP or P.O. issued based on any contract.

5. QUANTITIES:

The attention of Proposers is called to the fact that, unless stated otherwise, the quantities given in the proposal are best estimates, and are given as a basis for the comparison of the proposals. Quantities ordered may be increased or decreased by the Town as deemed necessary during the period of any contract.

6. FUNDING OUT:

Proposals are being requested to allow the Town to determine the feasibility of continuing to outsource the services requested in the proposal. It is anticipated that a decision by the Town will be reached regarding the feasibility completing work requested in the proposal within sixty (60) days of the proposal deadline. If a decision to complete the project is approved, the actual award of a contract will be reached within ninety days (90) of that decision. The awarding or continuation of any contract which may ultimately be awarded, is contingent upon funding being appropriated by the Mayor and Council.

7. PERFORMANCE BOND REQUIREMENT:

Should a contract be awarded, the proposer shall be required to post a performance bond in an amount equal to the total amount of their proposal.

8. MANDATORY INSURANCE REQUIREMENTS:

Certificate of Insurance and/or copies of insurance policies for the following:

1. As a part of the contract requirements, the Proposer shall obtain at its own cost and expense and keep in force and effect during the term of this contract, including all extensions, the minimum coverage's provided coverage limits specified below with a carrier satisfactory to the Town. Proof of such coverages must be provided to the Town prior to any work being performed.

A. Comprehensive General Liability

- \$1,000,000 Each Occurrence
- \$2,000,000 Products/Completed Operations
- \$1,000,000 Personal & Advertising Injury
- \$2,000,000 General Aggregate

The Town of Elsmere must be included as an Additional Insured via form CG2010 and CG2037 or equivalent. Additional Insured status must be granted on a Primary & Non-Contributory Basis. A Waiver of Subrogation is granted in favor of The Town of Elsmere.

B. Automotive Liability

\$1,000,000 Combined Single Limit

Includes ALL Owned, Hired & Non-Owned Vehicles

The Town of Elsmere must be included as an Additional Insured and Additional Insured status must be granted on a Primary & Non-Contributory Basis. A Waiver of Subrogation is granted in favor of The Town of Elsmere.

C. Workers Compensation & Employers Liability

Workers Compensation - Statutory Coverage (All owners, sole proprietors, members, partners, etc. must be included in Workers Compensation Coverage)

Employers Liability

Each Accident -	\$1,000,000
Each Disease -	\$1,000,000
Disease Policy Limit -	\$1,000,000

A Waiver of Subrogation is granted in favor of The Town of Elsmere.

D. Umbrella Liability

\$2,000,000 Each Occurrence
\$2,000,000 General Aggregate

The Town of Elsmere must be included as an Additional Insured via form CG2010 and CG2037 or equivalent (Following the Underlying Additional Insured Forms) Additional Insured status must be granted on a Primary & Non-Contributory Basis. A Waiver of Subrogation is granted in favor of The Town of Elsmere.

E. Errors & Omissions (Subject to The Town of Elsmere Requirements)

9. BUSINESS LICENSE:

Prior to receiving an award, the successful Proposer shall furnish the Town with proof of a State of Delaware, New Castle County (if applicable) and Town of Elsmere Business Licensure.

10.HOLD HARMLESS:

The Proposer agrees that it shall indemnify and hold the Town of Elsmere and all its agencies and employees harmless from and against all claims for injury, loss of life, or damage to or loss of use of property caused or alleged to be caused, by acts or omissions of the Proposer, its employees, and invitees on or about the premises and which arise out of the Proposer's performance, or failure to perform as specified in the Agreement.

11.NON-PERFORMANCE:

In the event the Proposer does not fulfill its obligations under the terms and conditions of this contract, the Town may purchase equivalent product on the open market. Any difference in cost between the contract prices herein and the price of open market product shall be the responsibility of the Proposer. Under no circumstances shall monies be due to the Proposer in the event open market products can be obtained below contract cost. Any monies charged to the Proposer may be deducted from an open invoice.

12.FORCE MAJEURE:

Neither the Proposer nor the Town of Elsmere shall be held liable for non-performance under the terms and conditions of this contract due, but not limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.

13.EXCEPTIONS:

Proposers may elect to make minor exceptions to the terms and conditions of this RFP. The Town of Elsmere will evaluate each exception according to the intent of the terms and conditions contained herein, but the Town shall reject exceptions that do not conform to Federal, State or Local law and/or create inequality in the treatment of Proposers.

Exceptions shall be considered only if they are submitted with the proposal or before the date and time of the proposal opening.

14.BUSINESS REFERENCES:

Proposers must supply three (3) business references consisting of current or previous customers to which they provided similar services to a similar number of residential properties. Each reference provided shall contain the name, address, telephone number, fax number, e-mail address, and the name of a verifiable current contact person.

15.RESPONSIBILITY:

Those providing a proposal must affirmatively demonstrate their ability to meet the following requirements:

- a. Have adequate financial resources, or the ability to obtain such resources as required.
- b. Be able to comply with the required or proposed delivery schedule.
- c. Own a sufficient number of vehicles and equipment to ensure consistent delivery of the services without interruption should the Proposer experience break down or equipment failures.
- d. Employ enough employees to convince the Town that a lack of employees will not be an issue throughout the contract period.
- e. Have a satisfactory record of performance.
- f. Be otherwise qualified and eligible to receive an award.
- g. Possess and maintain throughout the term of the contract should one be awarded, a valid State of Delaware, New Castle County and Town of Elsmere, Business License.
- h. All services shall be provided during the normal work week (Monday through Friday) between the hours of 8:00am and 4:00pm. Prior approval of the Town Manager must be obtained prior to any work being performed after 4:00pm or on a Saturday or Sunday.

The Town may request other information sufficient to determine provider's ability to meet requirements of this Request for Proposal.

16. PROPOSAL ADMINISTRATION:

Under this Proposal, the Town Manager of the Town of Elsmere, shall be the Proposal Administrator with designated responsibility to ensure compliance with proposal requirements, such as but not limited to, acceptance, inspection and delivery. The Proposal Administrator will serve as liaison between the Town of Elsmere and the successful Proposer.

17. DESIGNATED CONTACT PERSON:

Proposer shall provide the Town with a local contact number within the (302) area code, and one specific person who shall be designated by the Proposer as a single point of contact. This person is to serve as liaison between the Proposer and the Town concerning all compliance issues with proposal requirements.

18. BILLING AND PAYMENT:

Payment shall be made by check from the Town of Elsmere upon satisfactory completion and acceptance of items and submission of an invoice to the Town for work specified by this

Proposal Document. All payments owed will be paid no later than thirty (30) days after the invoice is received by the Town.

At a minimum, invoices shall include:

1. Name, address, and telephone number of Vendor and similar information in the event the payment is to be made to a different address
2. Town of Elsmere Proposal Number, Purchase Order, and/or delivery order number
3. Identification of items or service as outlined in the Proposal
4. The quantity or quantities, applicable unit prices, total prices, and total amount
5. Any additional payment information which may be called for by the Proposal

Payment inquiries should be directed to the Town of Elsmere Finance Department; Attention: Valarie Strzempa at (302) 998-2215.

19. DOCUMENT(S) EXECUTION:

Both the non-collusion statement that is enclosed with this Request for Proposal and the contract form delivered to the successful Proposer for signature shall be executed by a representative who has the legal authority to enter the organization into a formal contract with the Town of Elsmere.

20. FORMAL CONTRACT AND/OR PURCHASE ORDER:

No Proposer or any of their employees is authorized to begin any work prior to receipt of a Town of Elsmere award letter signed by authorized representatives of the Town authorizing the service. No purchase order, telephone call, or fax shall serve as the authorization to proceed with work in accordance with the bid specifications and the special instructions.

21. TIME OF PERFORMANCE:

The services of the Proposer are to commence after receipt of an award letter and shall be undertaken and completed in such sequence as to assure their expeditious completion in the light of the purposes of the contract. In any event all the services required hereunder shall be completed no later than the time periods set out in any schedule contained in the project Scope of Work. Any such schedule shall be maintained by the Proposer unless amended, in writing, by both parties.

22. PROPOSER RESPONSIBILITY:

The Town may enter into a contract with the successful Proposer. The successful Proposer shall be responsible for all products and services as required by this RFP. Sub-proposers, if any, shall be clearly identified in the financial proposal.

23. PERSONNEL:

- a. The Proposer represents that they have, or will secure at their own expense, all personnel required to perform the services required under this contract.
- b. All of the services required hereunder shall be performed by the Proposer or under their direct supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized under State and local law to perform such services.
- c. None of the work or services covered by this contract shall be subcontracted without the prior written approval of the Town.

24. TERMINATION OF CONTRACT:

Should a contract be awarded, if for any reason, or through any cause, the Proposer fails to fulfill in timely and proper manner his obligations, or if the Proposer violates any of the covenants, agreements, or stipulations of the contract, the Town of Elsmere shall have the right to terminate the contract by giving written notice to the Proposer of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Proposer in the performance of the contract shall, at the option of the Town of Elsmere, become its property, and the Proposer shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the Town.

25. CHANGES:

Both parties may, from time to time, require changes in the services to be provided by the Proposer under the Scope of Work. Such changes, including any increase or decrease in the amount of the Proposer's compensation, which are mutually agreed upon by and between the Town and the Proposer, shall be incorporated in written amendments any contract awarded.

26. RIGHTS AND OBLIGATIONS:

The rights and obligations of each party to this agreement shall not be effective, and no party shall be bound by the terms of this agreement, unless and until a valid contract has been awarded and executed.

27. ASSIGNMENT OF ANTITRUST CLAIMS:

As consideration for the award and execution of this contract by the Town of Elsmere, the Proposer hereby grants, conveys, sells, assigns, and transfers to the Town of Elsmere all of its rights, title and interest in and to all known or unknown causes of action it presently has, or may now, or hereafter acquire under the antitrust laws of the United States and the Town

of Elsmere, relating to the particular goods or services purchased or acquired by the Town of Elsmere pursuant to this contract.

28. COVENANT AGAINST CONTINGENT FEES:

The Proposer warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees. For breach or violation of this warranty, the Town of Elsmere shall have the right to annul this contract without liability, or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

29. GRATUITIES:

- a. If it is found, after notice and hearing, by the Town of Elsmere that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the Proposer or any agent of the Town of Elsmere with a view toward securing a contract, or securing favorable treatment with respect to the awarding, amending, or the making of any determinations with respect to the performance of this contract, the Town of Elsmere may, by written notice to the Proposer,
- b. terminate the right of the Proposer to proceed under this contract and/or may pursue such other rights and remedies provided by law or under this agreement; provided that the existence of the facts upon which the Town of Elsmere makes such findings shall be in issue and may be reviewed in proceedings pursuant to the remedies clause of this contract; and
- c. In the event this contract is terminated pursuant to subparagraph "a", the Town of Elsmere shall be entitled (i) to pursue the same remedies against the Proposer, and (ii) to exemplary damages, as a penalty in addition to any other damages to which it may be entitled by law, in an amount which shall be not less than three, nor more than ten, times the costs incurred by the Proposer in providing any such gratuities to any such officer or employee. The amount of such exemplary damages shall be in the sole discretion of the Town of Elsmere.

30. AFFIRMATION:

The Proposer must affirm that within the past five (5) years the firm or any officer, controlling stockholder, partner, principal, or other person substantially involved in the contracting activities of the business is not currently suspended or debarred and is not a successor, subsidiary, or affiliate of a suspended or debarred business.

31. AUDIT ACCESS TO RECORDS:

The Proposer shall maintain books, records, documents, and other evidence pertaining to this Contract to the extent and in such detail as shall adequately reflect performance

hereunder. The Proposer agrees to preserve and make available to the Town of Elsmere, upon request, such records for a period of five (5) years from the date services were rendered by the Proposer. Records involving matters in litigation shall be retained for one (1) year following the termination of such litigation. The Proposer agrees to make such records available for inspection, audit, or reproduction to any official Town of Elsmere representative in the performance of his/her duties under the Contract. Upon notice given to the Proposer, representatives of the Town of Elsmere or other duly authorized Town of Elsmere or Federal agency may inspect, monitor, and/or evaluate the cost and billing records or other material relative to this Contract. The cost of any Contract audit disallowances resulting from the examination of the Proposer's financial records will be borne by the Proposer.

Reimbursement to the Town of Elsmere for disallowances shall be drawn from the Proposer's own resources and not charged to Contract cost or cost pools indirectly charging Contract costs.

32. TERMINATION OF CONTRACT:

a. Termination for Cause - If, for any reasons, or through any cause, the Proposer fails to fulfill in timely and proper manner his obligations under this Contract, or if the Proposer violates any of the covenants, agreements, or stipulations of this Contract, the Town of Elsmere shall thereupon have the right to terminate this contract by giving written notice to the Proposer of such termination and specifying the effective date thereof, at least 5 days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Proposer under this Contract shall, at the option of the Town of Elsmere, become its property, and the Proposer shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the Town of Elsmere.

b. Termination for Convenience - The Town of Elsmere may terminate this Contract at any time by giving written notice of such termination and specifying the effective date thereof, at least 15 days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the Town of Elsmere, become its property and the Proposer shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials, and which is usable to the Town of Elsmere. If the Contract is terminated by the Town of Elsmere as provided herein, the Proposer will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Proposer covered by this Contract, less payments of compensation previously made. Provided however that if less than 60 percent of the services covered by this Contract have been performed upon the effective date of termination, the Proposer shall be reimbursed (in addition to the above payment) for that portion of the actual out-of-pocket expenses (not otherwise reimbursed under this Contract) incurred by the Proposer during the Contract period which are directly attributable to the uncompleted portion of the services covered by this Contract.

33. REMEDIES:

Except as otherwise provided in this contract, all claims, counterclaims, disputes, and other matters in question between the Town of Elsmere and the Proposer arising out of, or relating to, this contract, or a breach of it may be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction.

34. AMENDMENTS:

This contract may be amended, in writing, by agreement of both parties.

35. PROFESSIONAL SERVICES PROCUREMENT METHOD (IF APPLICABLE):

The Town of Elsmere shall evaluate qualifications and prepare a list, ranking in order of preference, of the Proposals deemed to be qualified to perform the required services for each service/contract.

The Town of Elsmere will enter into negotiations with the most qualified Proposer selected as a result of the Request for Proposal process.

Beginning with the top Proposer designated on the list for the Service/Contract; the Town of Elsmere shall begin negotiations. After the successful negotiations, a contract will be entered into with the successful Proposer. If the Town of Elsmere is unsuccessful in negotiating the most qualified Proposer, it will negotiate with the next most qualified Proposer, and so on.

36. SUBCONTRACTS:

Subcontracting is permitted under this RFP and contract. However, every Sub-Proposer shall be identified in the Proposal and agreed to in writing by the Town of Elsmere. Any substitutions in or additions to such Sub-Proposers, associates, or consultants will be subject to the prior written approval of the Town of Elsmere.

The Proposer(s) shall be responsible for compliance by the Sub-Proposer with all terms, conditions and requirements of the RFP and with all local, State and Federal Laws. The Proposer shall be liable for any noncompliance by any Sub-Proposer. Further, nothing contained herein or in any Sub-Proposer agreement shall be construed as creating any contractual relationship between the Sub-Proposer and the Town of Elsmere.

37. TOWNS RESPONSIBILITIES:

The Town shall:

- a. Examine and review in detail all letters, reports, drawings and other documents presented by the Proposer to the Town and render to the Proposer in writing, findings

and decisions pertaining thereto within a reasonable time so as not to delay the services of Proposer.

b. Give prompt written notice to the Proposer whenever the Agency observes or otherwise becomes aware of any development that affects the scope or timing of the Proposer's services.

38.CONFIDENTIALITY:

Specific attention should be given to the identification of those portions of your proposal which you deem to be confidential or proprietary information which should not be disclosed under the Delaware Public Information Act. Proposers are advised that upon request for this information from a third party, the Town is required to make an independent determination as to whether the information may be or must be divulged to the party.

39.CONTRACT DOCUMENTS:

The Definitions and General Provisions and any Special Instructions, Specifications, Request for Proposal, Proposal, Purchase Order, and Contract shall be a part of and constitute the entire Agreement entered into by the Town of Elsmere and any Proposer. In the event there is any discrepancy between any of these contract documents, the following order of documents governs so that the former prevails over the latter:

Contract
Request for Proposal Specifications or Scope of Work Definitions & General Provisions
Proposal
Purchase Order Special Instructions

40.ASSIGNMENT:

This contract shall not be assigned except by express written consent from the Town of Elsmere.

SECTION 2

1. FORMAT FOR PROPOSAL:

A. INTRODUCTION:

This section prescribes the mandatory format for the presentation of a proposal in response to this RFP. Each Proposer must provide every component listed in the order shown in this RFP, using the format prescribed for each component. A proposal may be rejected if it is incomplete or conditional.

B. COVER LETTER:

Each proposal will have a cover letter on the letterhead of the company or organization submitting the proposal. The cover letter must briefly summarize the Proposers ability to provide the services specified in the RFP.

The cover letter shall be signed by a representative who has the legal capacity to enter the organization into a formal contract with the Town of Elsmere.

C. TABLE OF CONTENTS:

Each proposal must include a Table of Contents with page numbers for each of the required components of the proposal.

D. DESCRIPTION OF SERVICES AND QUALIFICATIONS:

Each proposal must contain a detailed description of how the Proposer will provide each of the services outlined in this RFP. This part of the proposal may also include descriptions of any enhancements or additional services or qualifications the Proposer will provide that are not mentioned in this RFP.

E. NUMBER OF COPIES WITH MAILING OF PROPOSAL:

Four (4) copies of the Proposal and 1 USB copy shall be submitted in a sealed package clearly marked with the name of the Proposer and labeled Town of Elsmere RFP 25-02, Town Hall Window Replacements. One of the copies shall be marked "Master Copy" and will contain original signatures in all locations requiring a Proposers signature. The remaining three (3) copies do not require original signatures.

F. ADDENDA TO THE RFP:

If it becomes necessary to revise any part of this RFP, revisions in writing will be provided to all Proposers known to have received a copy of the RFP. Potential Proposers shall acknowledge in writing receipt of all amendments, addenda and changes issued in connection with this RFP by submitting an affirmative statement in the Proposal.

G. INCURRED EXPENSES:

The Town of Elsmere will not be responsible for any expenses incurred by the bidder in preparing and submitting a proposal.

H. ECONOMY OF PREPARATION:

Proposals should be prepared simply and economically, providing a straight-forward, concise description of the Proposers offer to meet the requirements of the RFP. DO NOT USE RING BINDERS.

I. RIGHT TO REJECT PROPOSALS/WAIVE OR CORRECT MINOR IRREGULARITIES:

The Town of Elsmere reserves the right to withdraw this Request for Proposal, to reject any proposals, to waive minor irregularities in proposals or to allow the offeror to correct a minor irregularity if the best interest of the Town of Elsmere will be served by doing so.

SECTION 3

GENERAL INSTRUCTIONS:

All Proposals submitted must be valid for a period of one hundred eighty (180) days after Proposal Deadline.

The successful proposal if awarded will become a part of the contract between the Town of Elsmere and the successful Vendor.

Prior to submitting Proposal, Proposers are required to examine the Proposer instructions, specifications and Proposal forms carefully. Failure to do so will be at the Proposers risk.

All costs directly or indirectly related to the preparation of a response to this Proposal, or any oral presentation required by the Town of Elsmere to supplement and/or clarify a Proposal shall be the sole responsibility of the Proposer.

All certificates of insurance coverage must be provided to the following individual prior to beginning work:

Steven Martin
Town Manager
Town of Elsmere
11 Poplar Avenue
Elsmere, Delaware 19805

Proposers must provide a list of at least three (3) entities where projects and services have been provided that is similar in size and scope.

It shall be the sole responsibility of the Proposer to visit the sites where the grounds are to be maintained and ask any questions, they may have request clarification as to the specific requirements of this request for proposal with the Town Manager or his designated representative prior to submitting a proposal.

The successful Proposer must supply all of the equipment, materials and labor. The Town of Elsmere may provide storage space for the Proposers equipment only after written requests have been submitted.

The Proposer must submit a status report of jobs completed to the Town Manager on a weekly basis. This report will list completed job duties during the reporting period. Duties to be reported include work performed, and project status updates. Problem conditions that are encountered during the normal duties of the Proposer shall be reported as well. This report may also contain any other comments or suggestions. A representative of the Town of Elsmere will periodically throughout the year conduct site evaluations and compliance reports will be completed and turned into the Town Manger on the performance of the Proposer based on the project completion schedule and specifications.

If at any time the Proposers performance fails to meet expectations the Proposer will be provided an opportunity to correct any deficiencies which will not exceed a period of thirty (30) days. If performance does not improve, the contract will be cancelled.

GENERAL SPECIFICATIONS

Description: This RFP is for replacement of various windows throughout the Town Hall building.

A mandatory pre-bid meeting will be held on February 18th at 10:00 am.

All proposals shall ensure the inclusion of the following:



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PROCUREMENT AND CONTRACTING REQUIREMENTS

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SPECIFICATIONS

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OWNER

DIVISION 02 -- EXISTING CONDITIONS

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DIVISION 06 -- WOOD, PLASTICS, AND COMPOSITES

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DIVISION 07 -- THERMAL AND MOISTURE PROTECTION

07 21 00	Thermal Insulation	M4D
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DIVISION 08 -- OPENINGS

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08 56 66	Detention Window Screens	M4D
08 80 00	Glazing	M4D

DIVISION 09 -- FINISHES

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END OF SECTION 00 01 10



SECTION 00 01 15
DRAWING INDEX

1.01 GENERAL

G100 COVER SHEET, GENERAL NOTES, SYMBOLS & DRAWING INDEX

1.02 ARCHITECTURAL

A100 BASEMENT FLOOR PLAN

A101 1ST AND 2ND FLOOR PLANS

A200 WINDOW DETAILS AND ELEVATIONS

END OF DOCUMENT 00 01 15



SECTION 00 31 13
PRELIMINARY SCHEDULE

1.01 GENERAL

A. The following represents the preliminary construction schedule for the Work. This schedule is the current estimate of the Owner to be used for purposes of bidding. All Bidders shall include the costs of all overtime, double-shift, or so-called "premium" time that may be necessary to meet this milestone.

1.02 PRELIMINARY SCHEDULE

- | | |
|----------------------------------|----------------|
| A. Award of Contract: | March 13, 2025 |
| B. Commencement of Construction: | April 1, 2025 |
| C. Substantial Completion: | July 31, 2025 |

END OF DOCUMENT 00 31 13



SECTION 02 41 00

DEMOLITION

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Selective demolition of building elements for alteration purposes.

1.02 RELATED REQUIREMENTS

- A. Section 01 10 00 - Summary: Limitations on Contractor's use of site and premises.
- B. Section 01 10 00 - Summary: Sequencing and staging requirements.
- C. Section 01 50 00 - Temporary Facilities and Controls: Security, protective barriers, and waste removal.

1.03 REFERENCE STANDARDS

- A. 29 CFR 1926 - Safety and Health Regulations for Construction; Current Edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2022, with Errata (2021).

1.04 DEFINITIONS

- A. Where the term "demolish" is used it shall be construed to mean remove and legally dispose of off-site.
- B. Where the term "refurbish" is used it shall be construed to mean refinish, repair and otherwise restore to like-new condition.
- C. Where the term "relocate" is used it shall be construed to mean disconnect from existing utilities, move to new location and reinstall and reconnect to utilities.
- D. Where the term "salvage" is used it shall be construed to mean carefully remove so as to prevent damage.
 - 1. If the item is to be saved for reinstallation or relocation as part of the Work, "salvage" shall also be construed to mean clean, adjust, lubricate and otherwise restore to best possible condition without repair or refinishing. Otherwise, "salvage" shall mean clean item surfaces and turn over to the Owner for storage and possible future use.
- E. Where the phrase "salvage in place" is used it shall be construed to mean protect in place so as to prevent damage while adjacent elements are demolished, restore to best possible condition without repair or refinishing, and modify as necessary to properly incorporate and integrate with new Work.

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION

3.01 SCOPE



A. Remove building components as indicated on the drawings.

3.02 GENERAL PROCEDURES AND PROJECT CONDITIONS

- A. Comply with other requirements specified in Section 01 70 00.
- B. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
1. Obtain required permits.
 2. Comply with applicable requirements of NFPA 241.
 3. Use of explosives is not permitted.
 4. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
 5. Provide, erect, and maintain temporary barriers and security devices.
 6. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
 7. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
 8. Do not close or obstruct roadways or sidewalks without permit.
 9. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.
 10. Obtain written permission from owners of adjacent properties when demolition equipment will traverse, infringe upon or limit access to their property.
- C. Do not begin removal until receipt of notification to proceed from Owner.
- D. Do not begin removal until Owner's furniture and Equipment to be salvaged or relocated have been removed.
- E. Protect existing structures and other elements that are not to be removed.
1. Provide bracing and shoring.
 2. Prevent movement or settlement of adjacent structures.
 3. Stop work immediately if adjacent structures appear to be in danger.
- F. Minimize production of dust due to demolition operations; do not use water if that will result in ice, flooding, sedimentation of public waterways or storm sewers, or other pollution.
- G. Hazardous Materials: Comply with 29 CFR 1926 and state and local regulations.
- H. Perform demolition in a manner that maximizes salvage and recycling of materials.
1. Dismantle existing construction and separate materials.
 2. Set aside reusable, recyclable, and salvageable materials; store and deliver to collection point or point of reuse.

3.03 SELECTIVE DEMOLITION FOR ALTERATIONS

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
1. Verify that construction and utility arrangements are as shown.
 2. Report discrepancies to Owner Representative before disturbing existing installation.



3. Beginning of demolition work constitutes acceptance of existing conditions that would be apparent upon examination prior to starting demolition.
- B. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.
- C. Remove existing work as indicated and as required to accomplish new work.
 1. Remove rotted wood, corroded metals, and deteriorated masonry and concrete; replace with new construction specified.
 2. Remove items indicated on drawings.
- D. Protect existing work to remain.
 1. Prevent movement of structure; provide shoring and bracing if necessary.
 2. Perform cutting to accomplish removals neatly and as specified for cutting new work.
 3. Repair adjacent construction and finishes damaged during removal work.
 4. Patch as specified for patching new work.

3.04 DEBRIS AND WASTE REMOVAL

- A. Remove debris, junk, and trash from site.
- B. Leave site in clean condition, ready for subsequent work.
- C. Clean up spillage and wind-blown debris from public and private lands.

END OF SECTION 02 41 00



SECTION 06 10 00 ROUGH CARPENTRY

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Rough opening framing for window openings.
- B. Preservative treated wood materials.
- C. Miscellaneous wood nailers, furring, and grounds.

1.02 REFERENCE STANDARDS

- A. ASTM D2898 - Standard Practice for Accelerated Weathering of Fire-Retardant-Treated Wood for Fire Testing; 2010 (Reapproved 2017).
- B. ASTM D3273 - Standard Test Method for Resistance to Growth of Mold on the Surface of Interior Coatings in an Environmental Chamber; 2021.
- C. ASTM E2178 - Standard Test Method for Determining Air Leakage Rate and Calculation of Air Permeance of Building Materials; 2021a.
- D. ASTM E2357 - Standard Test Method for Determining Air Leakage Rate of Air Barrier Assemblies; 2024.
- E. ASTM E283/E283M - Standard Test Method for Determining Rate of Air Leakage Through Exterior Windows, Skylights, Curtain Walls, and Doors Under Specified Pressure Differences Across the Specimen; 2019.
- F. ASTM E330/E330M - Standard Test Method for Structural Performance of Exterior Windows, Doors, Skylights and Curtain Walls by Uniform Static Air Pressure Difference; 2014 (Reapproved 2021).
- G. ASTM E331 - Standard Test Method for Water Penetration of Exterior Windows, Skylights, Doors, and Curtain Walls by Uniform Static Air Pressure Difference; 2000 (Reapproved 2023).
- H. AWPA U1 - Use Category System: User Specification for Treated Wood; 2023.
- I. PS 20 - American Softwood Lumber Standard; 2021.
- J. WWPA G-5 - Western Lumber Grading Rules; 2021.

1.03 DELIVERY, STORAGE, AND HANDLING

- A. General: Cover wood products to protect against moisture. Support stacked products to prevent deformation and to allow air circulation.

PART 2 PRODUCTS

2.01 GENERAL REQUIREMENTS

- A. Dimension Lumber: Comply with PS 20 and requirements of specified grading agencies.
 - 1. Species: Douglas Fir-Larch, unless otherwise indicated.



2. If no species is specified, provide species graded by the agency specified; if no grading agency is specified, provide lumber graded by grading agency meeting the specified requirements.
 3. Grading Agency: Grading agency whose rules are approved by the Board of Review, American Lumber Standard Committee at www.alsc.org, and who provides grading service for the species and grade specified; provide lumber stamped with grade mark unless otherwise indicated.
- B. Provide sustainably harvested wood; see Section 01 60 00 - Product Requirements for requirements.

2.02 DIMENSION LUMBER

- A. Grading Agency: Western Wood Products Association; WWPA G-5.
- B. Sizes: Nominal sizes as indicated on drawings, S4S.
- C. Moisture Content: S-dry or MC19.
- D. Miscellaneous Framing, Blocking, Nailers, Grounds, and Furring:
 1. Lumber: S4S, No. 2 or Standard Grade.
 2. Boards: Standard or No. 3.

2.03 FACTORY WOOD TREATMENT

- A. Treated Lumber and Plywood: Comply with requirements of AWPA U1 - Use Category System for wood treatments determined by use categories, expected service conditions, and specific applications.
 1. Preservative-Treated Wood: Provide lumber and plywood marked or stamped by an ALSC-accredited testing agency, certifying level and type of treatment in accordance with AWPA standards.
- B. Preservative Pressure Treatment of Lumber Above Grade: AWPA U1, Use Category UC3B, Commodity Specification A using waterborne preservative.
 1. Kiln dry lumber after treatment to maximum moisture content of 15 percent.
 2. Treat lumber in contact with flashing or waterproofing.
 3. Treat lumber in contact with masonry or concrete.
 4. Treat lumber less than 18 inches above grade.
 5. Preservative Pressure Treatment of Plywood Above Grade: AWPA U1, Use Category UC2 and UC3B, Commodity Specification F using waterborne preservative.
 - a. Kiln dry plywood after treatment to maximum moisture content of 15 percent.
 - b. Treat plywood in contact with roofing, flashing, or waterproofing.
 - c. Treat plywood in contact with masonry or concrete.
 - d. Treat plywood less than 18 inches above grade.
- C. Restrictions: Do not use lumber or plywood treated with chromated copper arsenate (CCA) in exposed exterior applications subject to leaching.

PART 3 EXECUTION



3.01 PREPARATION

- A. Where wood framing bears on cementitious foundations, install full width sill flashing continuous over top of foundation, lap ends of flashing minimum of 4 inches and seal.
- B. Coordinate installation of rough carpentry members specified in other sections.

3.02 INSTALLATION - GENERAL

- A. Select material sizes to minimize waste.
- B. Reuse scrap to the greatest extent possible; clearly separate scrap for use on site as accessory components, including: shims, bracing, and blocking.
- C. Where treated wood is used on interior, provide temporary ventilation during and immediately after installation sufficient to remove indoor air contaminants.

3.03 BLOCKING, NAILERS, AND SUPPORTS

- A. Provide framing and blocking members as indicated or as required to support finishes, fixtures, specialty items, and trim.

3.04 CLEANING

- A. Waste Disposal:
 - 1. Comply with applicable regulations.
 - 2. Do not burn scrap on project site.
 - 3. Do not burn scraps that have been pressure treated.
 - 4. Do not send materials treated with pentachlorophenol, CCA, or ACA to co-generation facilities or "waste-to-energy" facilities.
- B. Do not leave wood, shavings, sawdust, etc. on the ground or buried in fill.
- C. Prevent sawdust and wood shavings from entering the storm drainage system.

3.05 SCHEDULE

- A. Blocking and Shims for window replacement: Pressure preservative treated.

END OF SECTION 06 10 00



SECTION 07 21 00 THERMAL INSULATION

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Board insulation and integral vapor retarder at cavity wall construction wall interior wall with facer providing exposed finish.
- B. Nailable composite board insulation under steep sloped roofing systems.
- C. Batt insulation and vapor retarder in exterior wall construction.
- D. Batt insulation for filling perimeter window and door shim spaces.

1.02 RELATED REQUIREMENTS

- A. Section 06 10 00 - Rough Carpentry: Installation requirements for board insulation over steep slope roof sheathing or roof structure.
- B. Section 07 92 00 – Joint Sealers.

1.03 REFERENCE STANDARDS

- A. ASTM C578 - Standard Specification for Rigid, Cellular Polystyrene Thermal Insulation; 2023.
- B. ASTM C665 - Standard Specification for Mineral-Fiber Blanket Thermal Insulation for Light Frame Construction and Manufactured Housing; 2023.
- C. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2023d.
- D. ASTM E136 - Standard Test Method for Assessing Combustibility of Materials Using a Vertical Tube Furnace at 750 Degrees C; 2024.

1.04 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data: Provide data on product characteristics, performance criteria, and product limitations.
- C. Manufacturer's Certificate: Certify that products meet or exceed specified requirements.
- D. Manufacturer's Installation Instructions: Include information on special environmental conditions required for installation and installation techniques.

1.05 FIELD CONDITIONS

- A. Do not install insulation adhesives when temperature or weather conditions are detrimental to successful installation.



PART 2

PRODUCTS

2.01 APPLICATIONS

- A. Insulation Under Concrete Slabs: Extruded polystyrene (XPS) board.
- B. Insulation at Perimeter of Foundation: Extruded polystyrene (XPS) board.
- C. Insulation Inside Masonry Cavity Walls: Extruded polystyrene (XPS) board.

2.02 FOAM BOARD INSULATION MATERIALS

- A. Extruded Polystyrene (XPS) Insulation Board Inside Masonry Cavity Walls: Complies with ASTM C578 and manufactured using carbon black technology.
 - 1. Type and Compressive Resistance: Type IV, 25 psi (173 kPa), minimum.
 - 2. Flame Spread Index (FSI): Class A - 0 to 25, when tested in accordance with ASTM E84.
 - 3. Smoke Developed Index (SDI): 450 or less, when tested in accordance with ASTM E84.
 - 4. Type and Thermal Resistance, R-value: Type IV, 5.6 (0.98), minimum, per 1 inch thickness at 75 degrees F mean temperature.
 - 5. Board Size: 15-3/4 inch by 96 inch.
 - 6. Board Thickness: 3.0 inch, unless indicated otherwise on the Drawings.
 - 7. Board Edges: Square.
 - 8. Type and Water Absorption: Type IV, 0.3 percent by volume, maximum, by total immersion.
 - 9. Products:
 - a. DuPont de Nemours, Inc; Styrofoam Brand Cavitymate Ultra: building.dupont.com.
 - b. Substitutions: See Section 01 60 00 - Product Requirements.
- B. Nailbase Insulation Board: Polyisocyanurate rigid cellular foam, complying with ASTM C 1289; Type V bonded with vent spacer strips to 7/16 inch OSB top surface.
 - 1. Flame Spread Index: 75 or less, when tested in accordance with ASTM E 84.
 - 2. Smoke Developed Index: 450 or less, when tested in accordance with ASTM E 84.
 - 3. Compressive Strength: 16 psi
 - 4. Board Size: 48 x 96 inch.
 - 5. Air Space: 1 inch.
 - 6. Overall Thickness: 5 inch.
 - 7. Thermal Resistance: R-value of 20 (min.).
 - 8. Manufacturers:
 - a. Atlas Roofing Corporation: www.atlasroofing.com.
 - b. Cornell Corporation: www.cornellcorp.com.
 - 9. Substitutions: See Section 01 60 00 - Product Requirements.
 - 10. Product:
 - a. Atlas ACFoam CrossVent.
 - b. Cornell Therma Cal 1.

2.03 MINERAL FIBER BLANKET INSULATION MATERIALS

- A. Flexible Glass Fiber Blanket Thermal Insulation: Preformed insulation, complying with ASTM C665; friction fit.

1. Flame Spread Index: 25 or less, when tested in accordance with ASTM E84.
 2. Smoke Developed Index: 450 or less, when tested in accordance with ASTM E84.
 3. Combustibility: Non-combustible, when tested in accordance with ASTM E136, except for facing, if any.
 4. Formaldehyde Content: Zero.
 5. Thermal Resistance: R-value as indicated on the Drawings.
 6. Thickness: Sized to fill cavity, unless specific thickness is annotated on the Drawings.
 7. Facing: Unfaced or .
 8. Products:
 - a. CertainTeed Corporation: www.certainteed.com.
 - b. Johns Manville: www.jm.com.
 - c. Owens Corning Corporation: www.ocbuildingspec.com.
- B. Mineral Wool Blanket Thermal Insulation: Flexible or semi-rigid preformed insulation, complying with ASTM C665.
1. Flame Spread Index: 25 or less, when tested in accordance with ASTM E84.
 2. Smoke Developed Index: 450 or less, when tested in accordance with ASTM E84.
 3. Provide foil facing on one side, at locations indicated on drawings.
 4. Thermal Resistance: R-value as indicated on the Drawings.
 5. Thickness: Sized to fill cavity, unless a specific thickness is annotated on the Drawings.
 6. Products:
 - a. Johns Manville: www.jm.com.
 - b. ROCKWOOL (ROXUL, Inc)COMFORTBATT: www.rockwool.com.
 - c. Thermafiber, Inc; SAFB: www.thermafiber.com.

2.04 ACCESSORIES

- A. Insulation Fasteners: Impaling clip of unfinished steel with washer retainer and clips, to be adhered to surface to receive insulation, length to suit insulation thickness and substrate, capable of securely and rigidly fastening insulation in place.
- B. Nails or Staples: Steel wire; electroplated or galvanized; type and size to suit application.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that substrate, adjacent materials, and insulation materials are dry and that substrates are ready to receive insulation.
- B. Verify substrate surfaces are flat, free of irregularities.

3.02 BOARD INSTALLATION AT FOUNDATION PERIMETER

- A. Install boards horizontally on foundation perimeter.
1. Butt edges and ends tightly to adjacent boards and to protrusions.
- B. Cut and fit insulation tightly to protrusions or interruptions to the insulation plane.

3.03 BOARD INSTALLATION AT EXTERIOR WALLS



- A. Install boards horizontally on walls.
- B. Cut and fit insulation tightly to protrusions or interruptions to the insulation plane.

3.04 BOARD INSTALLATION AT CAVITY WALLS

- A. Install boards to fit snugly between wall ties.
- B. Install boards horizontally on walls.
- C. Cut and fit insulation tightly to protrusions or interruptions to the insulation plane.

3.05 BOARD INSTALLATION UNDER CONCRETE SLABS

- A. Place insulation under slabs on grade after base for slab has been compacted.
- B. Cut and fit insulation tightly to protrusions or interruptions to the insulation plane.
- C. Prevent insulation from being displaced or damaged while placing vapor retarder and placing slab.

3.06 BOARD INSTALLATION OVER LOW SLOPE ROOF DECK

3.07 BOARD INSTALLATION OVER STEEP SLOPE ROOF SHEATHING OR ROOF STRUCTURE

- A. Installation of board insulation over steep slope roof structure or roof sheathing, see Section 06 10 00.

3.08 BATT INSTALLATION

- A. Install insulation and vapor retarder in accordance with manufacturer's instructions.
- B. Install in exterior wall spaces without gaps or voids. Do not compress insulation.
- C. Trim insulation neatly to fit spaces. Insulate miscellaneous gaps and voids.
- D. Fit insulation tightly in cavities and tightly to exterior side of mechanical and electrical services within the plane of the insulation.
- E. Install with factory-applied vapor retarder membrane facing warm side of building spaces. Lap ends and side flanges of membrane over framing members.
- F. Tape seal butt ends, lapped flanges, and tears or cuts in membrane.
- G. Coordinate work of this section with construction of air barrier seal, see Section 07 27 00.

3.09 PROTECTION

- A. Do not permit installed insulation to be damaged prior to its concealment.

END OF SECTION 07 21 00



SECTION 07 92 00
JOINT SEALANTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Non-sag gunnable joint sealants.
- B. Joint backings and accessories.

1.02 REFERENCE STANDARDS

- A. ASTM C794 - Standard Test Method for Adhesion-in-Peel of Elastomeric Joint Sealants; 2018 (Reapproved 2022).
- B. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2018.
- C. ASTM C1087 - Standard Test Method for Determining Compatibility of Liquid-Applied Sealants with Accessories Used in Structural Glazing Systems; 2023.
- D. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2016 (Reapproved 2023).
- E. ASTM C1248 - Standard Test Method for Staining of Porous Substrate by Joint Sealants; 2022.
- F. ASTM C1311 - Standard Specification for Solvent Release Sealants; 2022.
- G. ASTM C1330 - Standard Specification for Cylindrical Sealant Backing for Use with Cold Liquid-Applied Sealants; 2023.
- H. ASTM C1521 - Standard Practice for Evaluating Adhesion of Installed Weatherproofing Sealant Joints; 2019 (Reapproved 2020).
- I. ASTM D2240 - Standard Test Method for Rubber Property--Durometer Hardness; 2015 (Reapproved 2021).
- J. SCAQMD 1168 - Adhesive and Sealant Applications; 1989, with Amendment (2022).
- K. SWRI (VAL) - SWR Institute Validated Products Directory; Current Edition.

1.03 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data: Submit manufacturer's technical datasheets for each product to be used; include the following:
 - 1. Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
 - 2. List of backing materials approved for use with the specific product.
 - 3. Backing material recommended by sealant manufacturer.
 - 4. Substrates that product is known to satisfactorily adhere to and with which it is compatible.
 - 5. Substrates the product should not be used on.
 - 6. Substrates for which use of primer is required.
 - 7. Substrates for which laboratory adhesion and/or compatibility testing is required.
 - 8. Installation instructions, including precautions, limitations, recommended backing and tools.

9. Sample product warranty.
 10. Certification by manufacturer indicating that product complies with specification requirements.
 11. SWRI Validation: Provide currently available sealant product validations as listed by SWRI (VAL) for specified sealants.
- C. Product Data for Accessory Products: Submit manufacturer's technical data sheet for each product to be used, including physical characteristics, installation instructions, and recommended tools.
 - D. Color Cards for Selection: Where sealant color is not specified, submit manufacturer's color cards showing standard colors available for selection.
 - E. Samples for Verification: Where custom sealant color is specified, obtain directions from Owner Representative and submit at least two physical samples for verification of color of each required sealant.
 - F. Preconstruction Laboratory Test Reports: Submit at least four weeks prior to start of installation.
 - G. Preinstallation Field Adhesion Test Plan: Submit at least two weeks prior to start of installation.
 - H. Preinstallation Field Adhesion Test Reports: Submit filled out Preinstallation Field Adhesion Test Reports log within 10 days after completion of tests; include bagged test samples and photographic records.
 - I. Installer's qualification statement.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum ten years experience.
- B. Installer Qualifications: Company specializing in performing the work of this section and with at least five years of documented experience.
- C. Preconstruction Laboratory Testing: Arrange for sealant manufacturer(s) to test each combination of sealant, substrate, backing, and accessories.
 1. Adhesion Testing: In accordance with ASTM C794.
 2. Compatibility Testing: In accordance with ASTM C1087.
 3. Allow sufficient time for testing to avoid delaying the work.
 4. Deliver sufficient samples to manufacturer for testing.
 5. Report manufacturer's recommended corrective measures, if any, including primers or techniques not indicated in product data submittals.
- D. Preinstallation Field Adhesion Test Plan: Include destructive field adhesion testing of one sample of each combination of sealant type and substrate, except interior acrylic latex sealants, and include the following for each tested sample.
 1. Preinstallation Field Adhesion Test Log Form: Include the following data fields, with known information filled out.
 - a. Test date.
 - b. Copy of test method documents.



- c. Age of sealant upon date of testing.
 - d. Test results, modeled after the sample form in the test method document.
 - e. Indicate use of photographic record of test.
- E. Field Adhesion Test Procedures:
- 1. Allow sealants to fully cure as recommended by manufacturer before testing.
 - 2. Have a copy of the test method document available during tests.
 - 3. Record the type of failure that occurred, other information required by test method, and the information required on the Field Quality Control Log.
 - 4. When performing destructive tests, also inspect the opened joint for proper installation characteristics recommended by manufacturer, and report any deficiencies.
 - 5. Deliver the samples removed during destructive tests in separate sealed plastic bags, identified with project, location, test date, and test results, to Owner.
 - 6. If any combination of sealant type and substrate does not show evidence of minimum adhesion or shows cohesion failure before minimum adhesion, report results to Architect/Engineer.
- F. Destructive Field Adhesion Test: Test for adhesion in accordance with ASTM C1521, using Destructive Tail Procedure.
- 1. Sample: At least 18 inches long.
 - 2. Minimum Elongation Without Adhesive Failure: Consider the tail at rest, not under any elongation stress; multiply the stated movement capability of the sealant in percent by two; then multiply 1 inch by that percentage; if adhesion failure occurs before the 1-inch mark is that distance from the substrate, the test has failed.
 - 3. If either adhesive or cohesive failure occurs before minimum elongation, take necessary measures to correct conditions and retest; record each modification to products or installation procedures.

1.05 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Manufacturer Warranty: Provide 2-year manufacturer warranty for installed sealants and accessories that fail to achieve a watertight seal, exhibit loss of adhesion or cohesion, or do not cure. Complete forms in Owner's name and register with manufacturer.
- C. Extended Correction Period: Correct defective work within 2-year period commencing on Date of Substantial Completion.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Non-sag Sealants:
 - 1. Dow Corning Corporation: www.dowcorning.com/construction.
 - 2. Hilti, Inc: www.us.hilti.com.
 - 3. Master Builders Solutions by BASF: www.master-builders-solutions.basf.us/en-us.
 - 4. Momentive Performance Materials, Inc (formerly GE Silicones): www.momentive.com.
 - 5. Pecora Corporation: www.pecora.com.
 - 6. Sika Corporation: www.usa-sika.com.
 - 7. Tremco Commercial Sealants & Waterproofing: www.tremcosealants.com.
- 8. W.R. Meadows, Inc: www.wrmeadows.com.



2.02 JOINT SEALANT APPLICATIONS

A. Scope:

1. Exterior Joints:
 - a. Seal open joints except open joints indicated on drawings as not sealed.
 - b. Seal the following joints:
 - 1) Joints between windows frames and adjacent construction.
 - 2) Joints between different exposed materials.
2. Interior Joints:
 - a. Do not seal interior joints indicated on drawings as not sealed.
 - b. Seal the following joints:
 - 1) Joints between window frames and adjacent construction.
3. Do Not Seal:
 - a. Intentional weep holes in masonry.
 - b. Weep holes in storefront and window systems.
 - c. Joints where sealant is specified to be furnished and installed by manufacturer of product to be sealed.

B. Exterior Joints: Use non-sag non-staining silicone sealant, unless otherwise indicated.

C. Interior Joints: Use non-sag acrylic-urethane sealant, unless otherwise indicated.

2.03 JOINT SEALANTS - GENERAL

A. Sealants and Primers: Provide products with acceptable levels of volatile organic compound (VOC) content.

2.04 NON-SAG JOINT SEALANTS

A. Non-Staining Silicone Sealant: ASTM C920, Grade NS, Uses M and A; not expected to withstand continuous water immersion or traffic.

1. Movement Capability: Plus 100 percent and minus 50 percent, minimum.
2. Nonstaining to Porous Stone: Nonstaining to light-colored natural stone when tested in accordance with ASTM C1248.
3. Dirt Pick-Up: Reduced dirt pick-up compared to other silicone sealants.
4. Color: To be selected by Owner Representative from manufacturer's standard range.
5. Cure Type: Single-component, neutral moisture curing.
6. Products:
 - a. Dow Chemical Company; DOWSIL 790 Silicone Building Sealant: consumer.dow.com/en-us/industry/ind-building-construction.html.
 - b. Sika Corporation; Sikasil WS-290: www.usa-sika.com.
 - c. Sika Corporation; Sikasil 728NS: www.usa-sika.com.
 - d. Tremco Commercial Sealants & Waterproofing; Spectrem 1: www.tremcosealants.com.
 - e. Tremco Commercial Sealants & Waterproofing; Tremsil 200: www.tremcosealants.com.
 - f. Substitutions: See Section 01 60 00 - Product Requirements.

B. Acrylic-Urethane Sealant: ASTM C920, Grade NS, Uses M and A; single component; paintable; not expected to withstand continuous water immersion or traffic.



1. Movement Capability: Plus and minus 35 percent, minimum.
2. Color: Bronze.
3. Products:
 - a. Sherwin-Williams Company; Shermax Urethaned Elastomeric Sealant: www.sherwin-williams.com.
 - b. Top Gun, a brand of PPG Architectural Coatings; Top Gun 400: www.ppgpaints.com.
 - c. Substitutions: See Section 01 60 00 - Product Requirements.

2.05 ACCESSORIES

- A. Sealant Backing Rod, Closed-Cell Type:
 1. Cylindrical flexible sealant backings complying with ASTM C1330 Type C.
 2. Size: 25 to 50 percent larger in diameter than joint width.
- B. Sealant Backing Rod, Bi-Cellular Type:
 1. Cylindrical flexible sealant backings complying with ASTM C1330 Type O - Open Cell Polyurethane.
 2. Size: 40 to 50 percent larger in diameter than joint width.
- C. Backing Tape: Self-adhesive polyethylene tape with surface that sealant will not adhere to and recommended by tape and sealant manufacturers for specific application.
- D. Masking Tape: Self-adhesive, nonabsorbent, nonstaining, removable without adhesive residue, and compatible with surfaces adjacent to joints and sealants.
- E. Joint Cleaner: Noncorrosive and nonstaining type, type recommended by sealant manufacturer; compatible with joint forming materials.
- F. Primers: Type recommended by sealant manufacturer to suit application; nonstaining.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that joints are ready to receive work.
- B. Verify that backing materials are compatible with sealants.
- C. Verify that backer rods are of the correct size.
- D. Preinstallation Adhesion Testing: Install a sample for each test location indicated in the test plan.
 1. Test each sample as specified in PART 1 under QUALITY ASSURANCE article.
 2. Notify Owner Representative of date and time that tests will be performed, at least seven days in advance.
 3. Record each test on Preinstallation Adhesion Test Log as indicated.
 4. If any sample fails, review products and installation procedures, consult manufacturer, or take other measures that are necessary to ensure adhesion; retest in a different location; if unable to obtain satisfactory adhesion, report to Architect/Engineer.
5. After completion of tests, remove remaining sample material and prepare joints for new sealant installation.

3.02 PREPARATION



- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean joints, and prime as necessary, in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Mask elements and surfaces adjacent to joints from damage and disfigurement due to sealant work; be aware that sealant drips and smears may not be completely removable.

3.03 INSTALLATION

- A. Install this work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Provide joint sealant installations complying with ASTM C1193.
- C. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer, except where specific dimensions are indicated.
- D. Install bond breaker backing tape where backer rod cannot be used.
- E. Install sealant free of air pockets, foreign embedded matter, ridges, and sags, and without getting sealant on adjacent surfaces.
- F. Do not install sealant when ambient temperature is outside manufacturer's recommended temperature range, or will be outside that range during the entire curing period, unless manufacturer's approval is obtained and instructions are followed.
- G. Non-sag Sealants: Tool surface concave, unless otherwise indicated; remove masking tape immediately after tooling sealant surface.

3.04 POST-OCCUPANCY

- A. Post-Occupancy Inspection: Perform visual inspection of entire length of project sealant joints at a time that joints have opened to their greatest width, i.e., at low temperature in thermal cycle. Report failures immediately and repair them.

END OF SECTION 07 92 00



SECTION 08 51 13

ALUMINUM WINDOWS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Aluminum windows for renovation work.

1.2 RELATED WORK

- A. Section 07 92 00, JOINT SEALANTS: Sealing Joints.
- B. Section 08 56 66, DETENTION WINDOW SCREENS: Window Screen.
- C. Section 08 80 00, GLAZING: Glazing.
- D. Section 09 06 00, SCHEDULE FOR FINISHES: Color of finish.

1.3 APPLICABLE PUBLICATIONS

- A. Comply with references to extent specified in this section.
- B. American Architectural Manufacturers Associations (AAMA):
 - AAMA/WDMA/CSA 101/I.S.2/A440-17 Windows, Doors, and Skylights.
 - AAMA 505-17 Dry Shrinkage and Composite Performance Thermal Cycle Test Procedures.
 - AAMA 2605-20 Performance Requirements and Test Procedures for Superior Performing Organic Coatings on Aluminum Extrusions and Panels.
 - AAMA TIR A8-16 Structural Performance of Composite Thermal Barrier Framing System.
- C. American Society of Civil Engineers/Structural Engineering Institute (ASCE/SEI):
 - 7-16 Minimum Design Loads for Buildings and Other Structures.
- D. American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE):
 - 90.1-19 Energy Standard for Buildings Except Low-Rise Residential Buildings.
- E. ASTM International (ASTM):
 - B209-14 Aluminum and Aluminum-Alloy Sheet and Plate.
 - B209M-14 Aluminum and Aluminum-Alloy Sheet and Plate (Metric).
 - B221-14 Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes.
 - B221M-13 Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes (Metric).
 - E283-19 Determining Rate of Air Leakage Through Exterior Windows, Curtain Walls, and Doors Under Specified Pressure Differences Across the Specimen.



E331-00(2016) Water Penetration of Exterior Windows, Skylights, Doors, and Curtain Walls by Uniform Static Air Pressure Difference.

1.4 SUBMITTALS

- A. Submit according to Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES.
- B. Submittal Drawings:
 - 1. Indicate window types required for project.
 - 2. Identify window unit components by name and type of metal or material, show construction, locking systems, mechanical operators, trim, installation and anchorages.
 - 3. Include glazing details and standards for factory glazed units.
- C. Manufacturer's Literature and Data:
 - 1. Description of each product.
 - 2. Installation instructions.
 - 3. Warranty.
- D. Samples:
 - 1. Window Frame: 150 mm (6 inch) long samples showing finishes, specified.
- E. Test reports: Indicate each product complies with specifications.
 - 1. Windows.
 - 2. Operating hardware.
- F. Certificates: Indicate each product complies with requirements (window characteristics may be on window schedule or other drawings).

1.5 QUALITY ASSURANCE

- A. Manufacturer Qualifications:
 - 1. Regularly manufactures specified products.
 - 2. Manufactured specified products with satisfactory service on five similar installations for minimum five years.
- B. Provide contact names and addresses for completed projects when requested by Contracting Officer's Representative.
- C. Quality Certified Labels or Certificates:
 - 1. AAMA Label affixed to each window indicating compliance with specification.

2. Certificates in lieu of label with copy of test report maximum 4 years old from independent testing laboratory and certificate signed by window manufacturer stating that windows provided comply with specified requirements and AAMA/WDMA/CSA 101/I.S.2/A440 for type of window specified.

1.6 STORAGE AND HANDLING

- A. Protect windows from damage during handling and construction operations before, during and after installation.
- A. Store windows under cover, setting upright.
- B. Do not stack windows flat.
- C. Do not lay building materials or equipment on windows.

1.7 WARRANTY

- A. At project closeout, provide to Owner or Owners Representative an executed copy of the manufacturer's standard limited warranty against manufacturing defect, outlining its terms, conditions, and exclusions from coverage.

PART 1 PRODUCTS

1.1 MANUFACTURERS

- A. Aluminum Windows:
 1. Winco Window Co.; Series 4500S: www.wincowindow.com
 2. EFCO Corporation; XTherm Series HX45: www.efcocorp.com.
 3. Crystal Window & Door; Series 2700: www.crystalwindows.com.
 4. Panorama Windows, Ltd.: www.panoramawindows.com.

1.2 MATERIALS

- A. Aluminum:
 1. Frame: Extruded aluminum, 6063-T6 alloy and temper, tensile strength of 25,000 psi.
 2. Ventilator: Extruded tubular aluminum, 6063-T6 alloy and temper, tensile strength of 25,000 psi.

1.3 THERMAL DOUBLE HUNG WINDOWS

- A. Basis of Design:
 1. Winco 4500S Series: 4 inch Heavy Commercial Thermally Improved Double Hung Window.
- B. Performance: AAMA/WDMA/CSA 101/I.S.2/A440.
 1. Architectural Window: AW-60.
 2. Water Resistance, ASTM E 547: 10 psf (478 Pa) for AW rated windows.
 3. Air Infiltration, ASTM E 283 at static air pressure of 6.24 psf: 0.21 cfm/sf.
 4. Uniform Load Structural Test, ASTM E 330: 90 psf (4309.2 Pa).
 5. Forced Entry Resistance, ASTM F 588: Grade 10.
 6. Condensation Resistance Factor (CRF), AAMA 1503.1:
 - a. Frame: 58.



- b. Glass: 55.
- 7. Thermal Performance ("U" Value), AAMA 1503.1: 0.53 BTU/Hr-F°-Ft².
- C. Frame: Thermally broken.
 - 1. Wall Thickness: 0.090 inches (2.3 mm).
 - 2. Depth: 4 inches (101.6 mm).
 - 3. Sill Wall Thickness: 0.125 inches (3.175 mm).
 - 4. Corners: Closely fit and mechanically fastened with screws. Must be sealed using AAMA approved sealants in a multi-step process to provide sealant redundancy.
 - 5. Leg: Provide equal leg frame.
 - 6. Bevel: The bevel on the perimeter frame must be an integral part of the main frame. Drop in grid will not be accepted.
- D. Ventilator:
 - 1. Vent Frame: Thermally broken.
 - 2. Wall Thickness: 0.080 inches (2.032 mm).
 - 3. Corners: Mitered and mechanically fastened with screws. Joinery is sealed with small joint sealant with AAMA approved small joint sealant.
- E. Weather Strip
 - 1. Each vent shall have one row of heavy fin wool pile weatherstripping and one row of ridged vinyl installed in specifically designed weather strip pockets for the extrusion.
- F. Thermal Barrier
 - 1. Window manufacturer must provide a warranty from the manufacturer of the polyurethane thermal barrier that warrants against product failure as a result of thermal shrinkage beyond 1/8 inch (3.2 mm) from each end and fracturing of the polyurethane for a period not to exceed ten years from the date of window manufacture.
 - 2. Thermal barriers made of crimped in place polyamide (insulbar®) strips are not acceptable unless all strips are covered and tooled with Dow 795 silicone caulking to climate water migration.

1.4 HARDWARE

- A. Locks:
 - 1. Cam type locking handles; white bronze alloy with US25D brushed finish.
- B. Hinge:
 - 1. 5 knuckle butt hinge with stainless steel pin.
- C. Balances:
 - 1. Shall be tested in accordance with AAMA 902, "Voluntary Specification for Sash Balances.
 - 2. Shall meet all minimum Class 1 requirements with a minimum 0.70 Manually Applied Force Ratio (MAF).
 - 3. Shall comply with 902 Class 1 Manually Applied Force Ratio.
 - 4. Shall be attached to locking carrier system, which slides on rails extruded in jamb frame.
 - 5. Mounting brackets screw attached to sash are not acceptable.

1.5 TRIM AND PANS



- A. Provide trim and pans as indicated on Drawings.
- B. Sub Frame and Closure Plate.

1.6 MULLIONS AND GRIDS

- A. Mullion:
 - 1. Thermal Mullion
- B. Non-Removable Grid Frames:

1.7 FINISH

- A. Anodic Finish: All exposed areas of aluminum windows and components shall receive a two-step finish: clear anodize components, then color coat with electrostatically deposited finish in accordance with Aluminum Association Designation AA-M12-C22-A, color as indicated.

1.8 GLAZING

- A. Refer to Section 08800, Glazing: Glass installation.
- B. Glazing: All units shall be factory glazed with butyl tape, silicone cap bead on the exterior, with glazing vinyl and extruded snap-in aluminum glazing bead on the interior.
 - 1. Interior glazed.
- C. Blind Window Glazing: Windows shall be interior glazed; exterior light shall be structurally glazed, and interior light shall be marine glazed.
- D. Glass Type: Insulating.
 - 1. Exterior Lite: 3 /16 inch.
 - 2. Air Space: 1/4 inch.
 - 3. Interior Lite: 3/16 inch.
- E. Glazing Bead, Dual Glazed:

Part 3 EXECUTION

3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. If substrate preparation is the responsibility of another installer, notify Owner Representative of unsatisfactory preparation before proceeding.

3.2 PREPARATION

- A. Clean surfaces thoroughly prior to installation.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

3.3 INSTALLATION

- A. Install in accordance with manufacturer's instructions.

3.4 PROTECTION



- A. Protect installed products until completion of project.
- B. Final operating adjustment shall be made after glazing work is complete. Operating sash and ventilator shall operate smoothly and shall be weathertight when in locked position
- C. Touch-up, repair or replace damaged products before Substantial Completion.

END OF SECTION 08 51 13



SECTION 08 56 66
DETENTION WINDOW SCREENS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Security screens for exterior windows.

1.2 RELATED REQUIREMENTS

- A. Finish Color: Section 09 06 00, SCHEDULE FOR FINISHES.

1.3 APPLICABLE PUBLICATIONS

- A. Comply with references to extent specified in this section.
- B. American Welding Society (AWS):
 - D1.1/D1.1M-15 Structural Welding Code - Steel
- C. ASTM International (ASTM):
 - A653/A653M-20 Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process
 - A780/A780M-09(2015) Repair of Damaged and Uncoated Areas of Hot-Dip Galvanized Coatings
- D. Master Painters Institute (MPI):
 - No. 18 Primer, Zinc Rich, Organic

1.4 SUBMITTALS

- A. Submittal Procedures: Section 01 33 23 SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES.
- B. Submittal Drawings:
 - 1. Show size, configuration, and fabrication and installation details.
 - 2. Indicate anchorage details and door operator clearance requirements.
 - 3. Details: Drawn 1/2 full scale.
- C. Manufacturer's Literature and Data:
 - 1. Description of each product.
- D. Certificates: Indicate products comply with specifications.
 - 1. Wire cloth.



- E. Qualifications: Substantiate qualifications comply with specifications.
 - 1. Manufacturer.

1.5 QUALITY ASSURANCE

- A. Manufacturer Qualifications:
 - 1. Experienced and specializing in manufacturing detention and security screens.
 - 2. Minimum three years documented experience manufacturing products specified in this section.
- B. Welders and Welding Procedures Qualifications: AWS D1.1/D1.1M.
- C. Mockups:
 - 1. Prepare full sized mockup of each screen assembly including wire cloth, perimeter frame, and hardware.
 - 2. Approved mockups may be incorporated into project.

1.6 WARRANTY

- A. Construction Warranty: Contractor's one year labor and material warranty.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Wire Cloth: Woven wire, double crimped.
 - 1. Wire: 0.7 mm (0.028 inch) diameter Type 304 stainless steel with 15 kg/mm (800 pounds per lineal inch) tensile strength.
 - 2. Mesh: 12 x 12 per 25 mm (in.).
- B. Screen Framing: ASTM A653/A653M; A90 galvanized sheet steel.

2.2 PRODUCTS - GENERAL

- A. Basis of Design: Section 09 06 00, SCHEDULE FOR FINISHES.
- B. Provide each product from one manufacturer.

2.3 HARDWARE

- A. Operating Hardware: Extra heavy-duty type.
- B. Locks: Concealed locking system consisting of one, bit-key operated locking mechanism with minimum of two operable bolts.
- C. Lock Bolts: Concealed 13 mm (1/2 inch) diameter case-hardened steel.



1. Locate bolts near top and bottom of screen.
2. Design bolts to engage adjustable strike or keepers in sub-frame.

2.4 FABRICATION - GENERAL

- A. Fabricate screens without the use of muntins, allowing units to be mounted flush with surrounding construction.
- B. Fabricate scribe members from 1.5 mm (0.06) thick sheet steel and install at head and jambs of openings.
- C. Where lightproof shade occurs, limit swing of screen to 90 degrees.
- D. Frames: Continuously weld corners of fixed and hinged frames, without outside reinforcements or projections. Finish exposed welds and surfaces smooth and blended so no roughness shows after finishing.
- E. Drill and tap fixed frames for adjustment against scribe members. Drill head rail of hinged frames on room side for installation of shade brackets. Locate holes on center line of rail, 38 mm (1-1/2 inches) outside edges of stiles.
- F. Reinforce frames lighter than 2.5 mm (0.10 inch) thick steel at locks and hinges with steel plates minimum 5 mm (3/16 inch) thick.
- G. Provide rubber cushion plugs (bumpers) on lock between fixed and hinged frames. Locate bumpers 150 mm (6 inches) from top and bottom on side of frame where lock bolts or slides occur.

2.5 FABRICATION - SECURITY SCREENS

- A. Screen Unit - Type "A": Fixed sub-frame of minimum 2.5 (0.1 inch) thick "Z" (zee) shaped members and hinged main frame.
 1. Fabricate hinged frames of minimum 2.5 mm (0.1 inch) thick channel shaped members having an extended inner flange. Form flange edge with a right angle return forming a channel to receive wire cloth retaining strip.
 2. Wire Cloth Attachment: Bend screening to fit over the screen frame and attach using a 1.5 mm (0.06 inch) thick retaining angle, continuous for entire perimeter. Clamp screening between retaining angle and return edge of hinged frame with hardened steel machine screws spaced approximately 125 mm (5 inches) on center.



2.6 FINISHES

- A. Finish exposed surfaces after fabrication.
 - 1. Do not paint wire cloth.
- B. Apply two coats baked-on enamel to entire surface of screen framing before installing wire cloth.
- C. Galvanized Steel Finish:
 - 1. Prepare galvanized surfaces according to ASTM A780/A780M.
 - 2. Powder-Coat Finish: Manufacturer's standard two-coat finish system consisting of the following:
 - a. One coat primer.
 - b. One coat thermosetting topcoat.
 - c. Dry-film Thickness: 0.05 mm (2 mils) minimum.
 - d. Color: Refer to Section 09 06 00, SCHEDULE FOR FINISHES.
- D. Stainless Steel: NAAMM AMP 500; No. 4 polished finish.
- E. Finish exposed surfaces after fabrication.

2.7 ACCESSORIES

- A. Welding Materials: AWS D1.1/D1.1M, type to suit application.
- B. Fasteners: Stainless steel, type and size as recommended by screen unit manufacturer.
- C. Galvanizing Repair Paint: MPI No. 18.
- D. Touch-Up Paint: Match shop finish.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Examine and verify substrate suitability for product installation.
 - 1. Verify openings are correctly sized, plumb, and square.
- B. Protect existing construction and completed work from damage.

3.2 INSTALLATION - GENERAL

- A. Install products according to manufacturer's instructions.
 - 1. When manufacturer's instructions deviate from specifications, submit proposed resolution for Contracting Officer's Representative consideration.



3.3 INSTALLATION

- A. Drill, tap or cut metal window trim and other materials as required for proper installation of screen units.
- B. Install screen units allowing easy removal without damage to new or existing work and to effectively exclude insects.
- C. Secure screen units to metal windows with fasteners, spaced at approximately 375 mm (15 inches) on centers.
- D. Adjust screens for proper operation and locking.
- E. Touch up damaged factory finishes.

3.4 PROTECTION

- A. Protect screens from construction operations.
- B. Repair damage.

END OF SECTION 08 56 66



SECTION 08 80 00

GLAZING

PART 1 GENERAL

2.01 SECTION INCLUDES

- A. Insulating glass units.
- B. Glazing compounds.

2.02 RELATED REQUIREMENTS

- A. Section 07 92 00 - Joint Sealants: Sealants for other than glazing purposes.
- B. Section 08 51 13 – Aluminum Windows

2.03 REFERENCE STANDARDS

- A. 16 CFR 1201 - Safety Standard for Architectural Glazing Materials; Current Edition.
- B. ASTM C864 - Standard Specification for Dense Elastomeric Compression Seal Gaskets, Setting Blocks, and Spacers; 2005 (Reapproved 2019).
- C. ASTM C1036 - Standard Specification for Flat Glass; 2021.
- D. ASTM C1048 - Standard Specification for Heat-Strengthened and Fully Tempered Flat Glass; 2018.
- E. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2016 (Reapproved 2023).
- F. ASTM E2190 - Standard Specification for Insulating Glass Unit Performance and Evaluation; 2019.
- G. GANA (GM) - GANA Glazing Manual; 2022.
- H. GANA (SM) - GANA Sealant Manual; 2008.
- I. ICC (IBC) - International Building Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

2.04 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data on Insulating Glass Unit, Glazing Unit, Plastic Sheet Glazing Unit, and Plastic Film Glazing Types: Provide structural, physical and environmental characteristics, size limitations, special handling and installation requirements.
- C. Product Data on Glazing Compounds and Accessories: Provide chemical, functional, and environmental characteristics, limitations, special application requirements, and identify available colors.
- D. Samples: Submit two samples 12 by 12 inch in size of glass units.
- E. Certificate: Certify that products of this section meet or exceed specified requirements.



F. Warranty Documentation: Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

2.05 QUALITY ASSURANCE

- A. Perform Work in accordance with GANA (GM) and GANA (SM) for glazing installation methods. Maintain one copy on site.
- B. Installer Qualifications: Company specializing in performing work of the type specified and with at least five years documented experience.

2.06 FIELD CONDITIONS

- A. Do not install glazing when ambient temperature is less than 40 degrees F.
- B. Maintain minimum ambient temperature before, during and 24 hours after installation of glazing compounds.

2.07 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Insulating Glass Units: Provide a ten (10) year manufacturer warranty to include coverage for seal failure, interpane dusting or misting, including providing products to replace failed units.

PART 2 PRODUCTS

2.08 PERFORMANCE REQUIREMENTS - EXTERIOR GLAZING ASSEMBLIES

- A. Provide type and thickness of exterior glazing assemblies to support assembly dead loads, and to withstand live loads caused by positive and negative wind pressure acting normal to plane of glass.
 - 1. Comply with ASTM E1300 for design load resistance of glass type, thickness, dimensions, and maximum lateral deflection of supported glass.
 - 2. Provide glass edge support system sufficiently stiff to limit the lateral deflection of supported glass edges to less than 1/175 of their lengths under specified design load.
 - 3. Glass thicknesses listed are minimum.
- B. Weather-Resistive Barrier Seals: Provide completed assemblies that maintain continuity of building enclosure water-resistive barrier, vapor retarder, and/or air barrier.
 - 1. In conjunction with weather barrier related materials described in other sections, as follows:
- C. Thermal and Optical Performance: Provide exterior glazing products with performance properties as indicated. Performance properties are in accordance with manufacturer's published data as determined with the following procedures and/or test methods:
 - 1. Center of Glass U-Value: Comply with NFRC 100 using Lawrence Berkeley National Laboratory (LBNL) WINDOW 6.3 computer program.
 - 2. Center of Glass Solar Heat Gain Coefficient (SHGC): Comply with NFRC 200 using Lawrence Berkeley National Laboratory (LBNL) WINDOW 6.3 computer program.
 - 3. Solar Optical Properties: Comply with NFRC 300 test method.

2.09 GLASS MATERIALS

- A. Float Glass: Provide float glass based glazing unless otherwise indicated.
 - 1. Kind FT - Fully Tempered Type: Complies with ASTM C1048.
 - a. Complies with ANSI Z97.1 or 16 CFR 1201 criteria for safety glazing used in hazardous locations.
 - b. Complies with ANSI Z97.1 - Class A and 16 CFR 1201 - Category II criteria.
 - 2. Tinted Type: ASTM C1036, Class 2 - Tinted, Quality - Q3, with color and performance characteristics as indicated.
 - 3. Thicknesses: As indicated; provide greater thickness as required for exterior glazing wind load design.

2.10 INSULATING GLASS UNITS

- A. Type IG-1 - Insulating Glass Units: Tinted vision glass, double glazed.
 - 1. Applications: Exterior glazing unless otherwise indicated.
 - 2. Space between lites filled with argon.
 - 3. Outboard Lite: fully tempered safety glass, 1/4 inch thick, minimum.
 - a. Tint: Bronze.
 - b. Coating: Low-E (solar control type), on #2 surface.
 - 4. Inboard Lite: Fully tempered safety glass, 1/4 inch thick, minimum.
 - a. Tint: Clear.
 - 5. Total Thickness: 1 inch.
 - 6. Thermal Transmittance (U-Value): 0.24, maximum, but not greater than required to meet overall system U-factor requirements specified in Section 08 43 13.
 - 7. Solar Heat Gain Coefficient (SHGC): 0.38, maximum.
 - 8. Glazing Method: Dry glazing method, gasket glazing.

2.11 ACCESSORIES

- A. Setting Blocks: Neoprene, with 80 to 90 Shore A durometer hardness; ASTM C864 Option II. Length of 0.1 inch for each square foot of glazing or minimum 4 inch by width of glazing rabbet space minus 1/16 inch by height to suit glazing method and pane weight and area.
- B. Glazing Gaskets: Resilient silicone extruded shape to suit glazing channel retaining slot; ASTM C864 Option II; color black.

2.12 PART 3 EXECUTION

2.13 VERIFICATION OF CONDITIONS

- A. Verify that openings for glazing are correctly sized and within tolerances, including those for size, squareness, and offsets at corners.
- B. Verify that surfaces of glazing channels or recesses are clean, free of obstructions that may impede moisture movement, weeps are clear, and support framing is ready to receive glazing system.

2.14 PREPARATION

- A. Clean contact surfaces with appropriate solvent and wipe dry within maximum of 24 hours before glazing. Remove coatings that are not tightly bonded to substrates.



- B. Seal porous glazing channels or recesses with substrate compatible primer or sealer.
- C. Prime surfaces scheduled to receive sealant where required for proper sealant adhesion.

2.15 INSTALLATION - DRY GLAZING METHOD (GASKET GLAZING)

- A. Application - Exterior and/or Interior Glazed: Set glazing infills from either the exterior or the interior of the building.
- B. Place setting blocks at 1/4 points with edge block no more than 6 inch from corners.
- C. Rest glazing on setting blocks and push against fixed stop with sufficient pressure on gasket to attain full contact.
- D. Install removable stops without displacing glazing gasket; exert pressure for full continuous contact.

2.16 CLEANING

- A. Remove excess glazing materials from finish surfaces immediately after application using solvents or cleaners recommended by manufacturers.
- B. Remove nonpermanent labels immediately after glazing installation is complete.
- C. Clean glass and adjacent surfaces after sealants are fully cured.
- D. Clean glass on both exposed surfaces not more than 4 days prior to Date of Substantial Completion in accordance with glass manufacturer's written recommendations.

END OF SECTION 08 80 00



SECTION 09 21 16

GYP SUM BOARD ASSEMBLIES

PART 1 GENERAL

2.01 SECTION INCLUDES

- A. Performance criteria for gypsum board assemblies.
- B. Gypsum wallboard.
- C. Joint treatment and accessories.

2.02 RELATED REQUIREMENTS

- A. Section 06 10 00 - Rough Carpentry: Wood blocking product and execution requirements.
- B. Section 07 92 00 - Joint Sealants: Sealing acoustical gaps in construction other than gypsum board or plaster work.

2.03 REFERENCE STANDARDS

- A. AISI S220 - North American Standard for Cold-Formed Steel Nonstructural Framing; 2020.
- B. ASTM C1007 - Standard Specification for Installation of Load Bearing (Transverse and Axial) Steel Studs and Related Accessories; 2020.
- C. ASTM C475/C475M - Standard Specification for Joint Compound and Joint Tape for Finishing Gypsum Board; 2017 (Reapproved 2022).
- D. ASTM C840 - Standard Specification for Application and Finishing of Gypsum Board; 2023.
- E. ASTM C1002 - Standard Specification for Steel Self-Piercing Tapping Screws for Application of Gypsum Panel Products or Metal Plaster Bases to Wood Studs or Steel Studs; 2022.
- F. ASTM C1047 - Standard Specification for Accessories for Gypsum Wallboard and Gypsum Veneer Base; 2019.
- G. GA-216 - Application and Finishing of Gypsum Panel Products; 2021.

2.04 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data:
 - 1. Provide data on gypsum board, accessories, and joint finishing system.
 - 2. Provide manufacturer's data on partition head to structure connectors, showing compliance with requirements.

PART 2 PRODUCTS

2.05 GYP SUM BOARD ASSEMBLIES

- A. Provide completed assemblies complying with ASTM C840 and GA-216.



2.06 BOARD MATERIALS

A. Manufacturers - Gypsum-Based Board:

1. American Gypsum Company: www.americangypsum.com.
2. CertainTeed Corporation: www.certainteed.com.
3. Georgia-Pacific Gypsum: www.gpgypsum.com.
4. National Gypsum Company: www.nationalgypsum.com.
5. USG Corporation: www.usg.com.
6. Substitutions: See Section 01 60 00 - Product Requirements.

B. Gypsum Wallboard: Paper-faced gypsum panels as defined in ASTM C1396/C1396M; sizes to minimize joints in place; ends square cut.

1. Application: Use for vertical surfaces and ceilings, unless otherwise indicated.
2. Mold Resistance: Score of 10, when tested in accordance with ASTM D3273.
3. Mold resistant board is required at all locations.
4. Thickness:
 - 1) Vertical Surfaces: 5/8 inch.

2.07 GYPSUM WALLBOARD ACCESSORIES

A. Beads, Joint Accessories, and Other Trim: ASTM C1047, rigid plastic, galvanized steel, or rolled zinc, unless noted otherwise.

1. Corner Beads: Low profile, for 90 degree outside corners.
2. L-Trim with Tear-Away Strip: Sized to fit 5/8 inch thick gypsum wallboard.
3. Joint Materials: ASTM C475/C475M and as recommended by gypsum board manufacturer for project conditions.
 - 1) Tape: 2 inch wide, coated glass fiber tape or creased paper tape for joints and corners, except as otherwise indicated.
 - 2) Joint Compound: Drying type, vinyl-based, ready-mixed.
 - 3) Joint Compound: Setting type, field-mixed.
4. Screws for Fastening of Gypsum Panel Products to Cold-Formed Steel Studs Less than 0.033 inches in Thickness and Wood Members: ASTM C1002; self-piercing tapping screws, corrosion- resistant.
5. Anchorage to Substrate: Tie wire, nails, screws, and other metal supports, of type and size to suit application; to rigidly secure materials in place.

PART 3 EXECUTION

2.08 EXAMINATION

- #### **A. Verify that project conditions are appropriate for work of this section to commence.**

2.09 BOARD INSTALLATION

- #### **A. Comply with ASTM C840, GA-216, and manufacturer's instructions. Install to minimize butt end joints, especially in highly visible locations.**

- #### **B. Single-Layer Nonrated: Install gypsum board in most economical direction, with ends and edges**



occurring over firm bearing.

1. Exception: Tapered edges to receive joint treatment at right angles to framing.

C. Installation on Metal Framing: Use screws for attachment of gypsum board.

2.10 INSTALLATION OF TRIM AND ACCESSORIES

A. Corner Beads: Install at external corners, using longest practical lengths.

B. Edge Trim: Install at locations where gypsum board abuts dissimilar materials.

2.11 JOINT TREATMENT

A. Finish gypsum board in accordance with levels defined in ASTM C840, as follows:

1. Level 5: Walls and ceilings to receive semi-gloss or gloss paint finish and other areas specifically indicated.
2. Level 4: Walls and ceilings to receive paint finish or wall coverings, unless otherwise indicated.

B. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready to receive finishes.

1. Feather coats of joint compound so that camber is maximum 1/32 inch.

2.12 TOLERANCES

A. Maximum Variation of Finished Gypsum Board Surface from True Flatness: 1/8 inch in 10 feet in any direction.

2.13 PROTECTION

A. Protect installed gypsum board assemblies from subsequent construction operations.

END OF SECTION 09 21 16



SECTION 09 91 23
INTERIOR PAINTING

PART 1 GENERAL

2.01 SECTION INCLUDES

- A. Surface preparation.
- B. Field application of paints.
- C. Scope: Finish interior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated.
- D. Do Not Paint or Finish the Following Items:
 - 1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
 - 2. Items indicated to receive other finishes.
 - 3. Items indicated to remain unfinished.
 - 4. Floors, unless specifically indicated.
 - 5. Glass.
 - 6. Acoustical materials, unless specifically indicated.

2.02 REFERENCE STANDARDS

- A. 40 CFR 59, Subpart D - National Volatile Organic Compound Emission Standards for Architectural Coatings; U.S. Environmental Protection Agency; Current Edition.
- B. ASTM D4442 - Standard Test Methods for Direct Moisture Content Measurement of Wood and Wood-Based Materials; 2020.
- C. CARB (SCM) - Suggested Control Measure for Architectural Coatings; California Air Resources Board; 2020.
- D. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; Current Edition.
- E. SSPC-SP 1 - Solvent Cleaning; 2015, with Editorial Revision (2016).

2.03 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.
- C. Paint Materials: Store at minimum ambient temperature of 45 degrees F and a maximum of 90 degrees F, in ventilated area, and as required by manufacturer's instructions.

2.04 FIELD CONDITIONS

- A. Do not apply materials when surface and ambient temperatures are outside the temperature ranges required by the paint product manufacturer.



- B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.
- C. Provide lighting level of 80 fc measured mid-height at substrate surface.

PART 2 PRODUCTS

2.05 PAINTS AND FINISHES - GENERAL

- A. Paints and Finishes: Ready-mixed, unless intended to be a field-catalyzed paint.
 - 1. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
 - 2. Supply each paint material in quantity required to complete entire project's work from a single production run.
 - 3. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.
- B. Volatile Organic Compound (VOC) Content:
 - 1. Provide paints and finishes that comply with the most stringent requirements specified in the following:
 - a. 40 CFR 59, Subpart D--National Volatile Organic Compound Emission Standards for Architectural Coatings.
 - b. SCAQMD 1113 Rule.
 - c. CARB (SCM).
 - d. Ozone Transport Commission (OTC) Model Rule, Architectural, Industrial, and Maintenance Coatings; www.otcair.org; specifically:
 - 1) Opaque, Flat: 50 g/L, maximum.
 - 2) Opaque, Nonflat: 150 g/L, maximum.
 - 3) Opaque, High Gloss: 250 g/L, maximum.
 - e. Architectural coatings VOC limits of the State in which the Project is located.
 - 2. Determination of VOC Content: Testing and calculation in accordance with 40 CFR 59, Subpart D (EPA Method 24), exclusive of colorants added to a tint base and water added at project site; or other method acceptable to authorities having jurisdiction.
- C. Flammability: Comply with applicable code for surface burning characteristics.
- D. Sheens: Provide the sheens specified; where sheen is not specified, sheen will be selected later by Owner Representative from the manufacturer's full line.
- E. Colors: Match existing.
 - 1. Selection to be made by Owner Representative after award of contract.
 - 2. Extend colors to surface edges; colors may change at any edge as directed by Architect/Engineer.



2.06 PAINT SYSTEMS - INTERIOR

- A. Interior Surfaces to be Painted, Unless Otherwise Indicated: Including gypsum board.
 - 1. Two top coats and one coat primer.
 - 2. Top Coat(s): Institutional Low Odor/VOC Interior Latex; MPI #145.
 - 3. Top Coat Sheen:
 - a. Eggshell: MPI gloss level 3; use this sheen for gypsum board wall surfaces in all locations, except where noted or specified otherwise..
 - 4. Primer: As recommended by top coat manufacturer for specific substrate.

2.07 ACCESSORY MATERIALS

- A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.
- B. Patching Material: Latex filler.
- C. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

2.08 EXAMINATION

- A. Do not begin application of paints and finishes until substrates have been adequately prepared.
- B. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- C. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- D. Test shop-applied primer for compatibility with subsequent cover materials.
- E. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces is below the following maximums:
 - 1. Gypsum Wallboard: 12 percent.

2.09 PREPARATION

- A. Clean surfaces thoroughly and correct defects prior to application.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove or repair existing paints or finishes that exhibit surface defects.
- D. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- E. Seal surfaces that might cause bleed through or staining of topcoat.
- F. Remove mildew from impervious surfaces by scrubbing with solution of tetra-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.

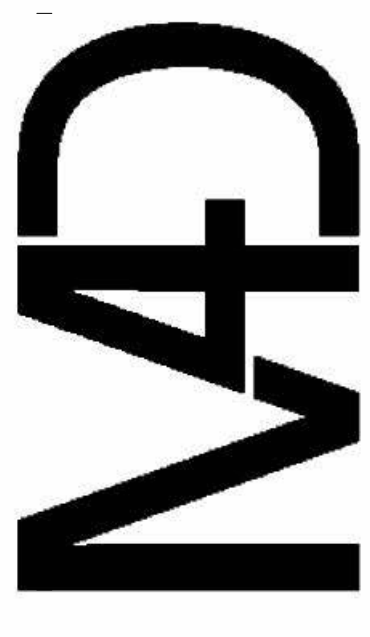


G. Masonry:

1. Remove efflorescence and chalk. Do not coat surfaces if moisture content, alkalinity of surfaces, or if alkalinity of mortar joints exceed that permitted in manufacturer's written instructions. Allow to dry.
2. Prepare surface as recommended by topcoat manufacturer.
3. Clean surfaces with pressurized water. Use pressure range of 600 to 1,500 psi at 6 to 12 inches. Allow to dry.

H. Gypsum Board: Fill minor defects with filler compound. Spot prime defects after repair.

END OF SECTION 09 91 23



ARCHITECTURE .
DEVELOPMENT . CONSULTING.

500 Delaware Ave. Suite 1 #1551
Wilmington, DE 19899

INFO@MERGE4DESIGN.COM

SEAL:

PROJECT NAME

ELSMERE TOWN HALL
WINDOW REPLACEMENT PROJECT
11 POPULAR AVENUE
ELSMERE, DE 19805

OWNER

TOWN OF ELSMERE

ISSUE/REVISION

ISSUED FOR:

REVIEW

DRAWN : TD
REVIEWED: DA

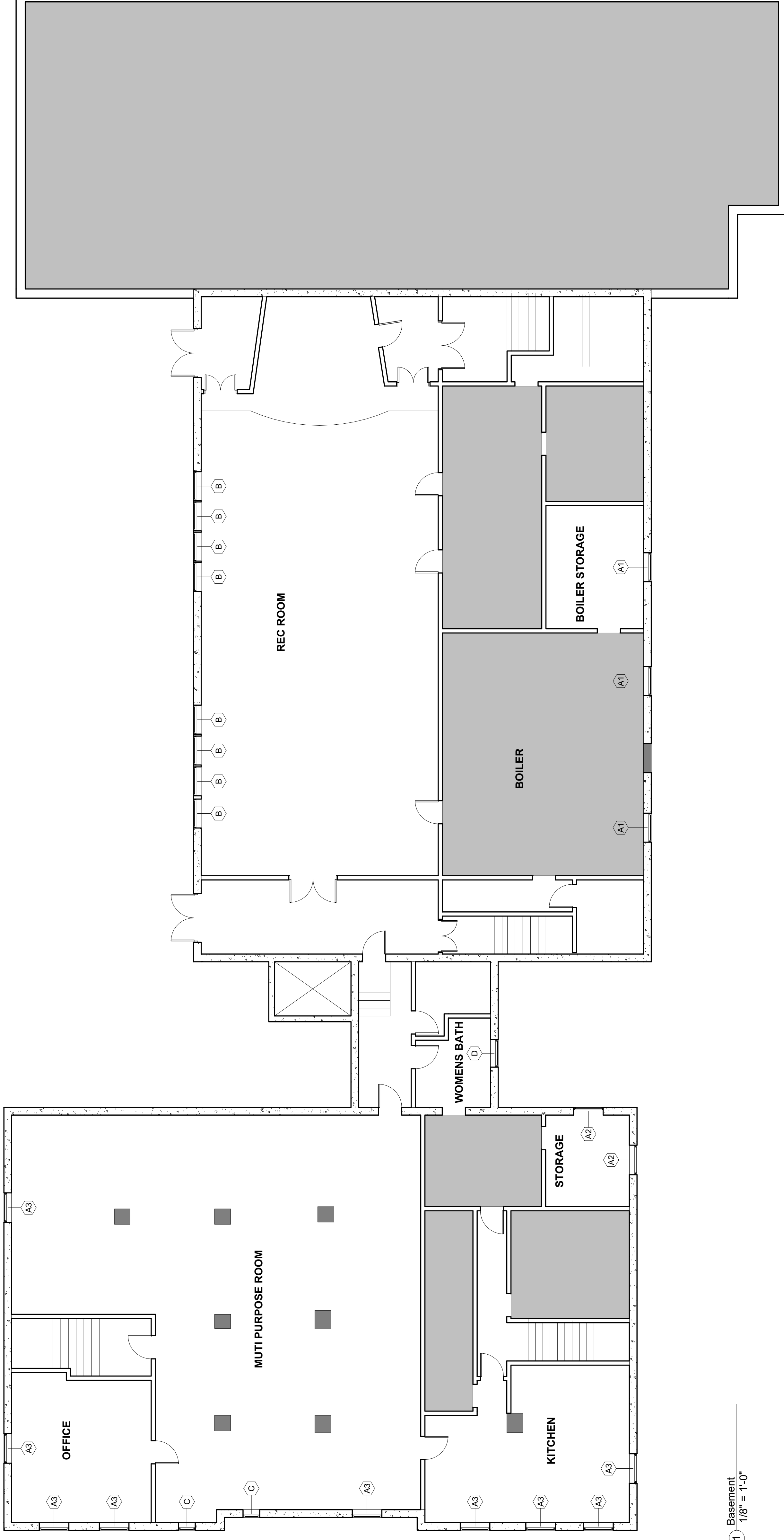
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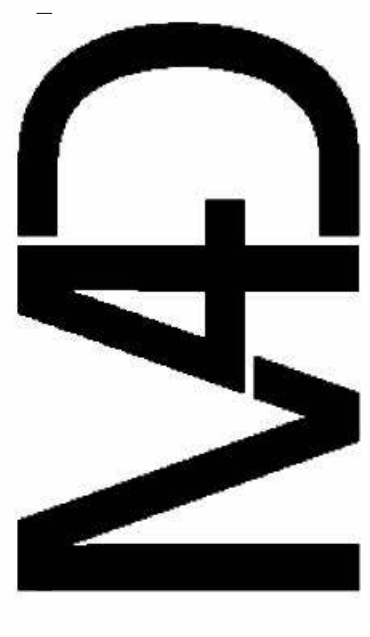
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SHEET NUMBER:

A 100



1 Basement
1/8" = 1'-0"



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WINDOW REPLACEMENT PROJECT
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ELSMERE, DE 19805

OWNER

TOWN OF ELSMERE

ISSUE/REVISION

ISSUED FOR:

REVIEW

DRAWN : Designer
REVIEWED: Checker

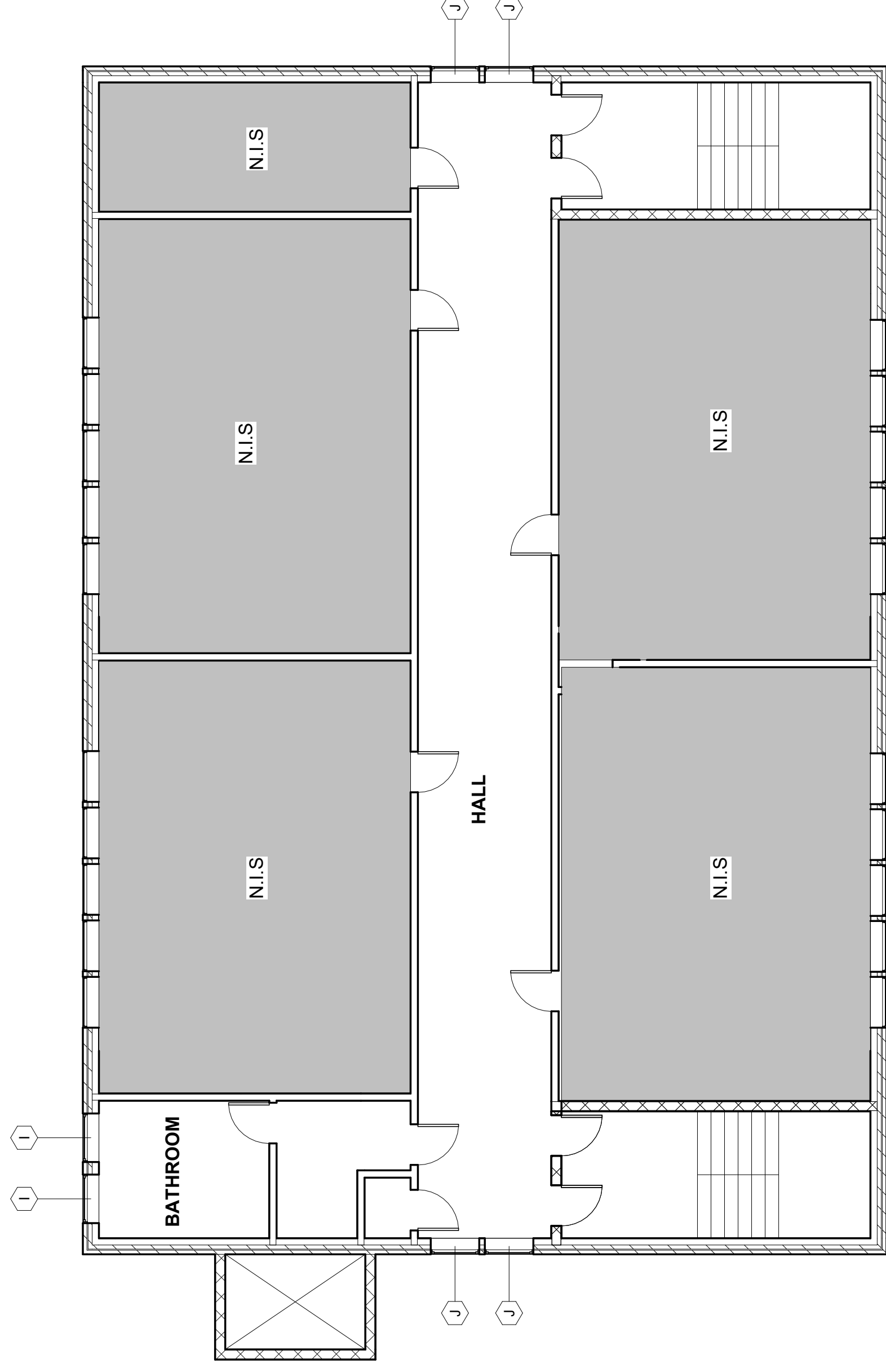
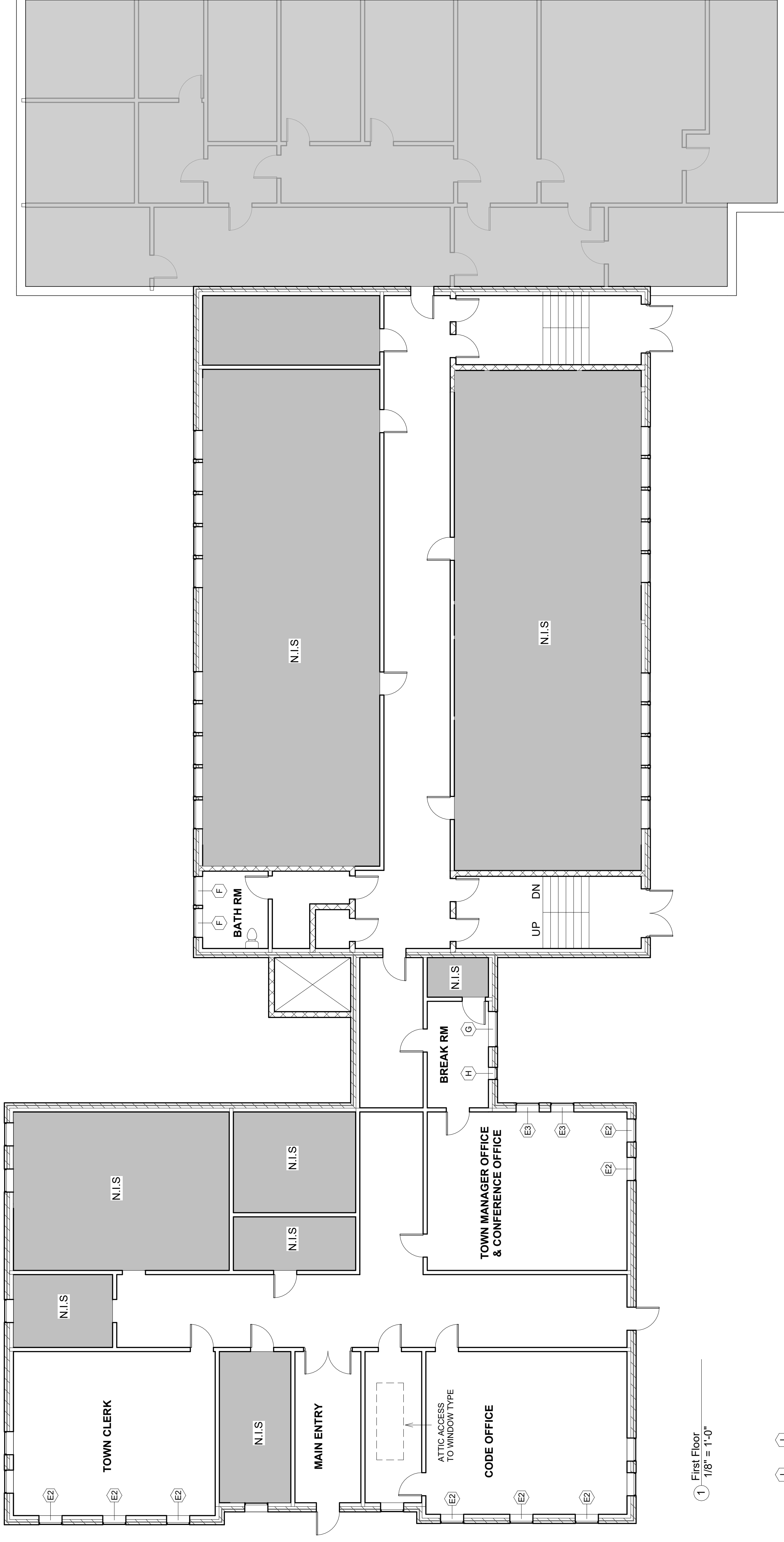
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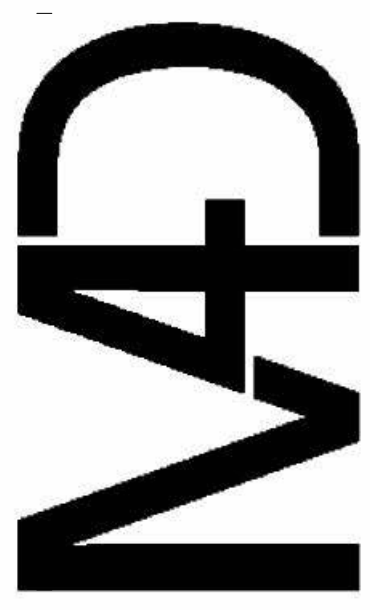
1ST AND 2ND FLOOR PLANS

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SHEET NUMBER:

A 101





ARCHITECTURE .
DEVELOPMENT . CONSULTING.

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Wilmington, DE 19899

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SEAL:

PROJECT NAME

ELSMERE TOWN HALL
WINDOW REPLACEMENT PROJECT
11 POPULAR AVENUE
ELSMERE, DE 19805

OWNER

TOWN OF ELSMERE

ISSUE/REVISION

ISSUED FOR:

REVIEW

DRAWN : TD
REVIEWED: DA

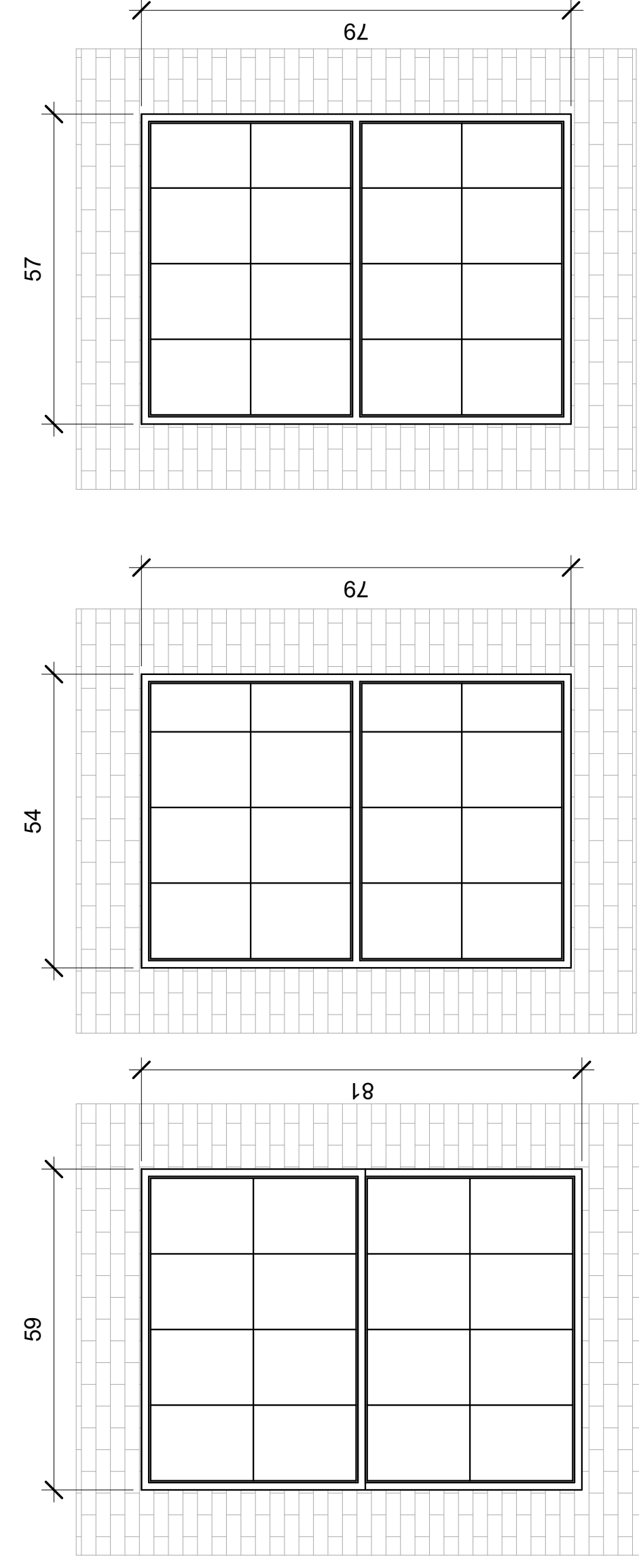
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WINDOW DETAILS AND ELEVATIONS

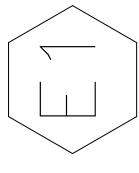
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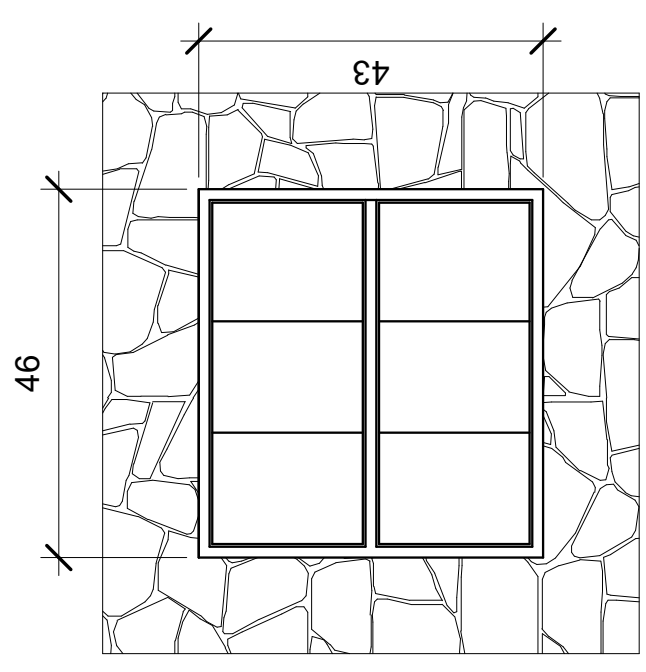


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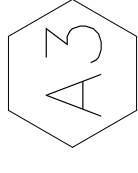


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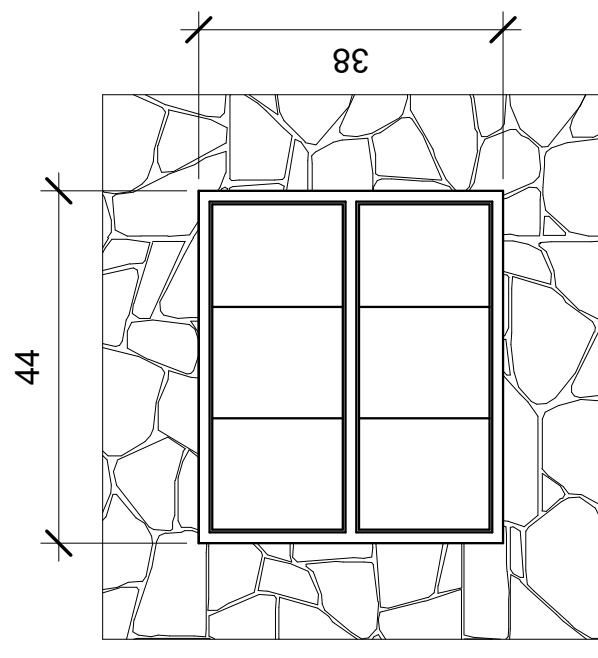
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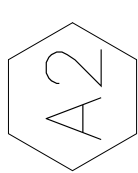
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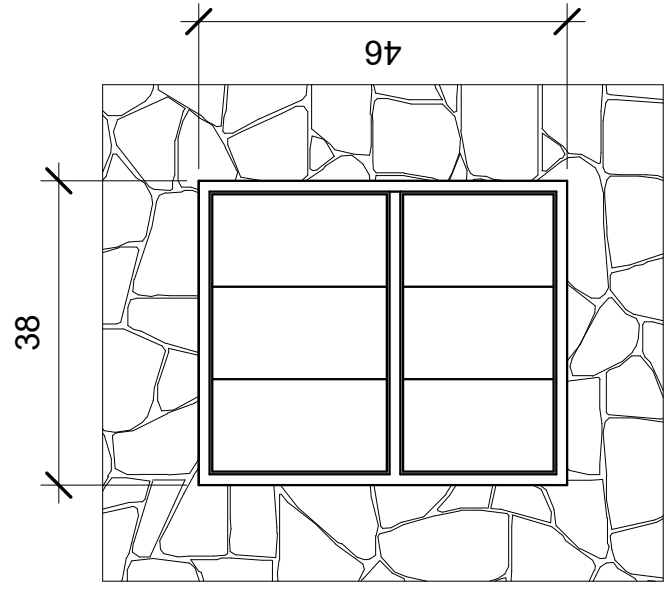
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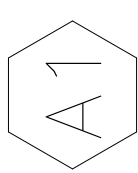
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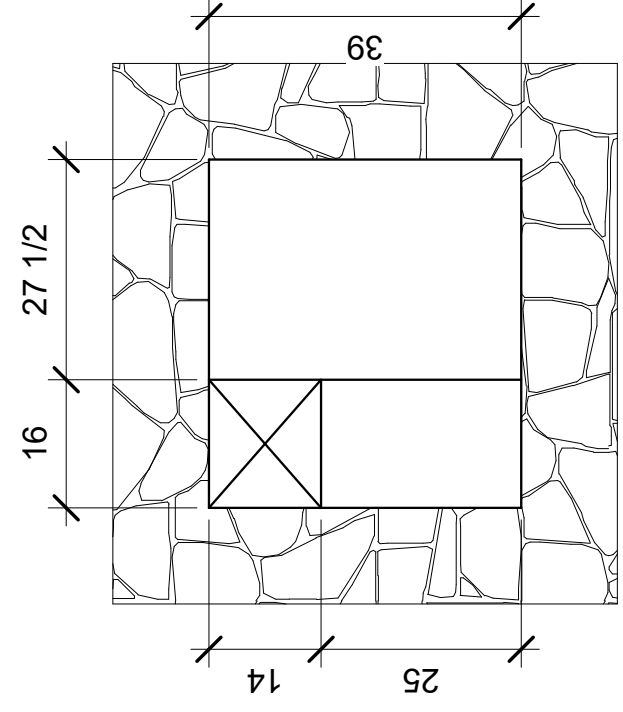


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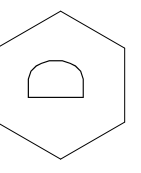


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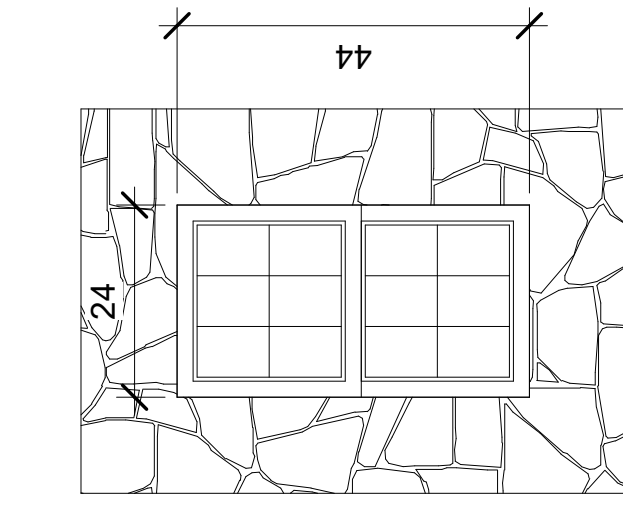
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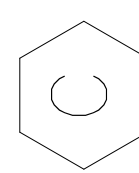
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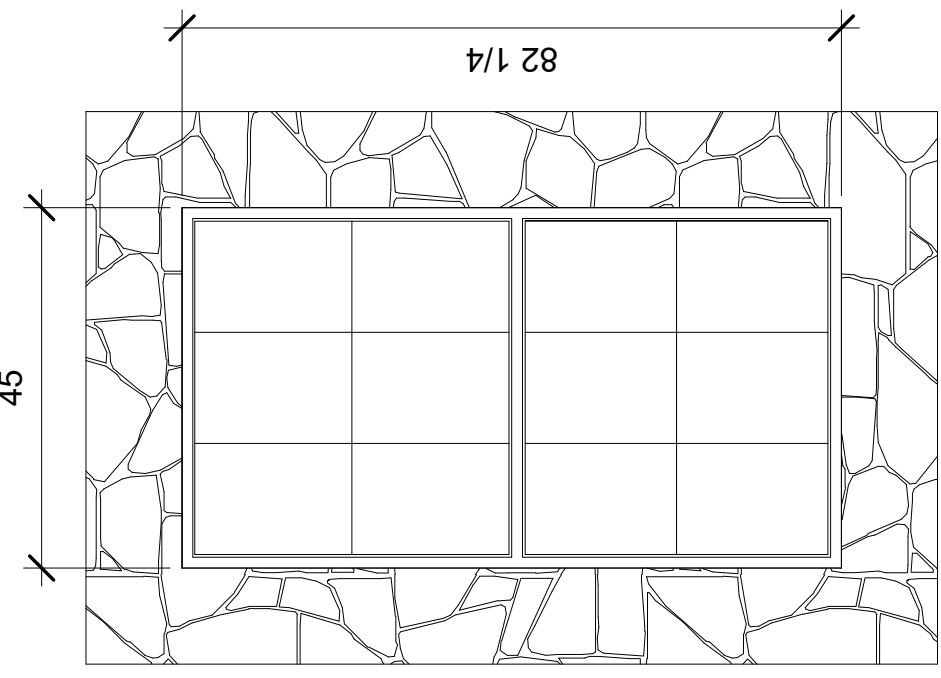
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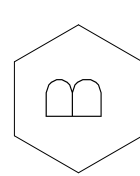
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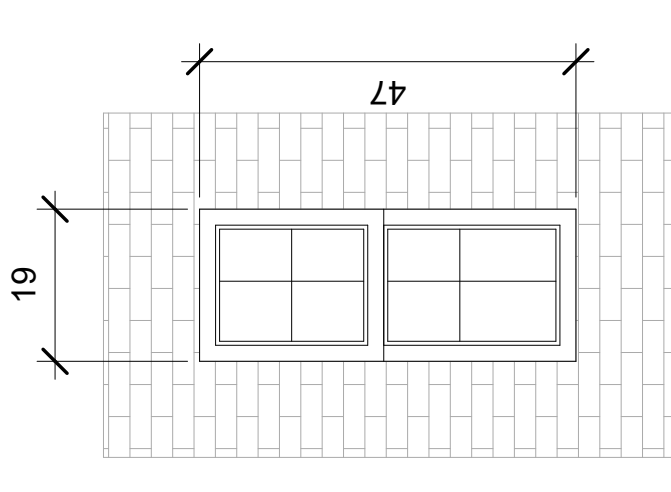


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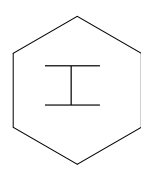


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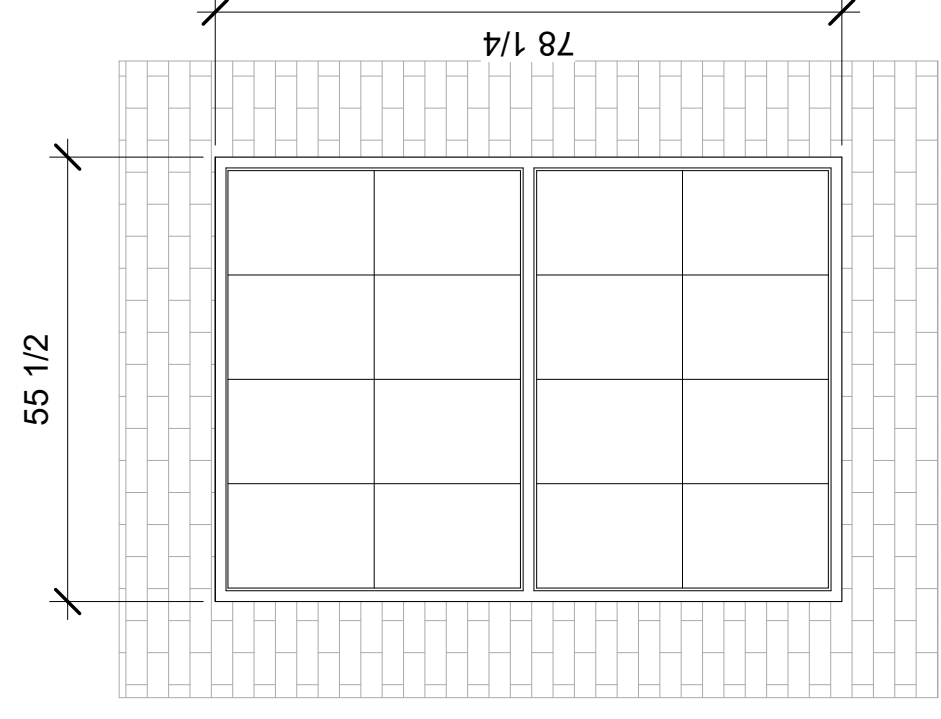
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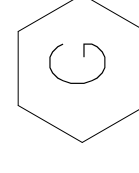
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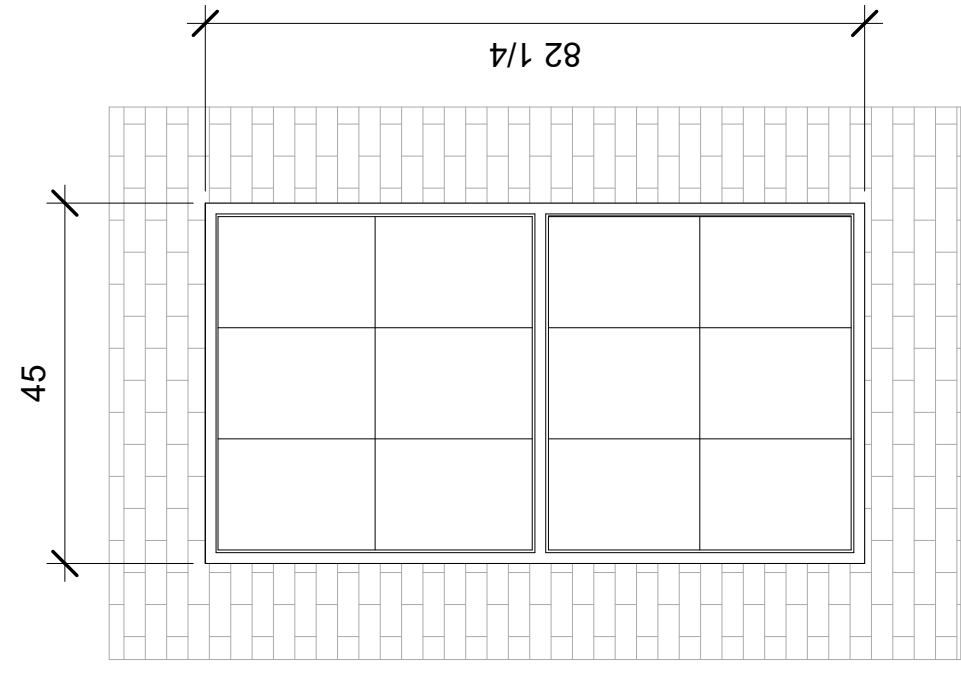


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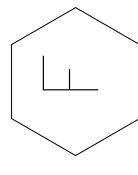


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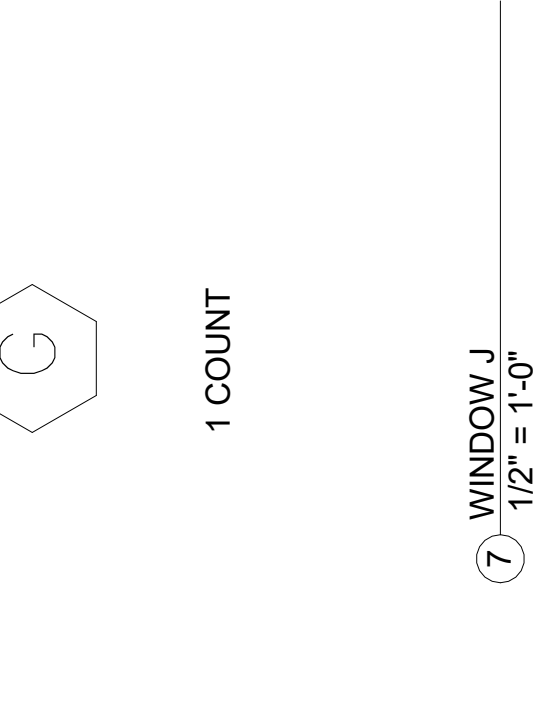


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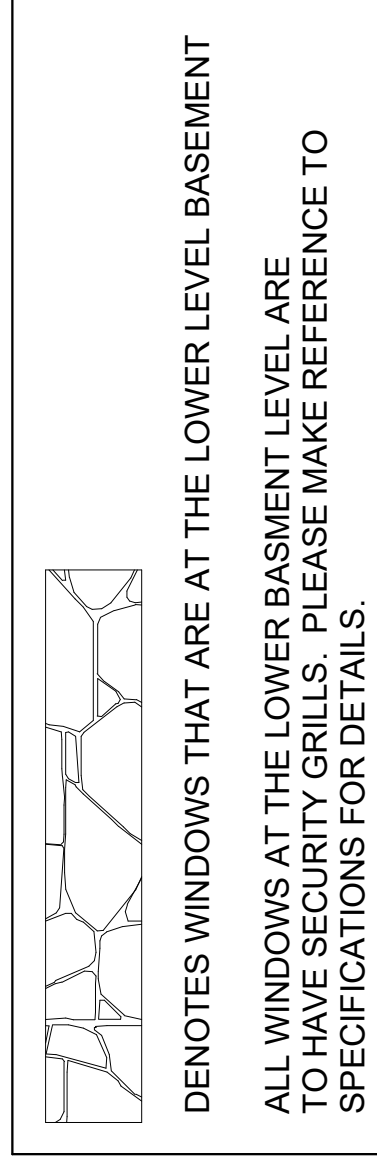
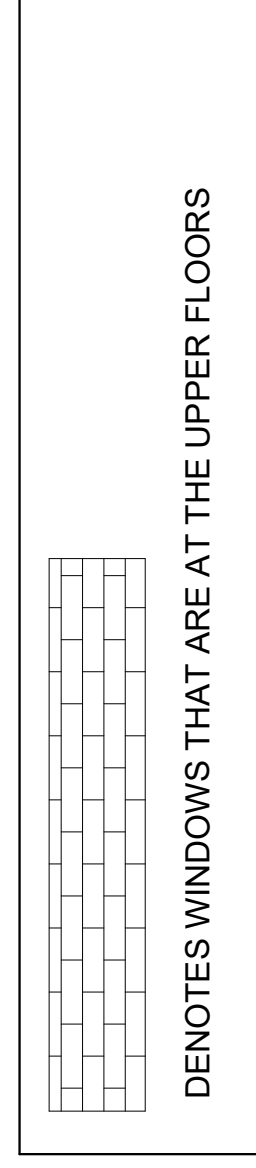


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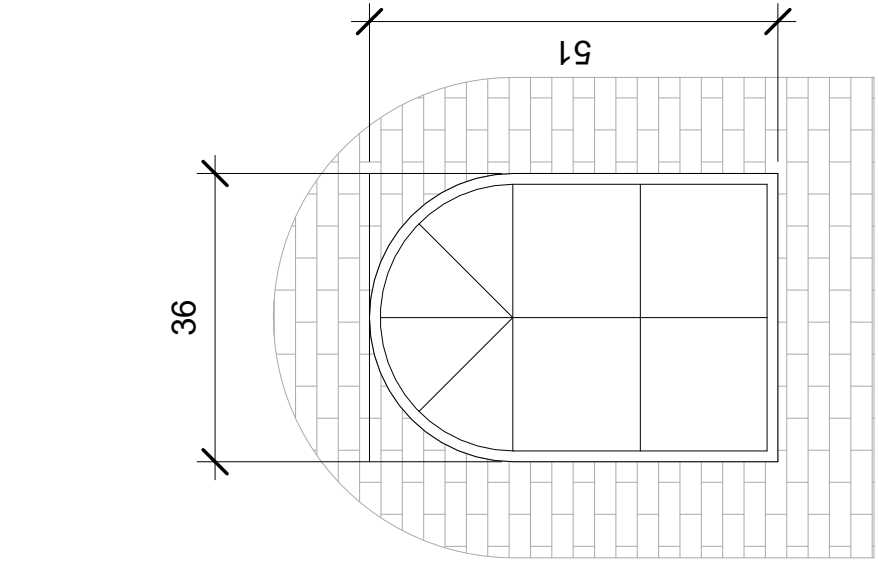
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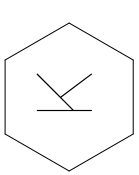
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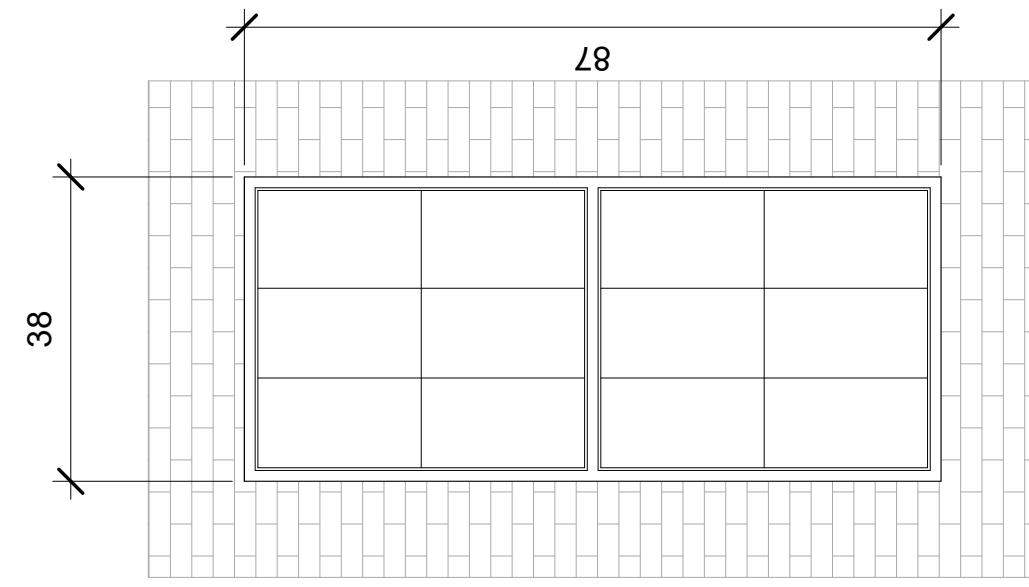
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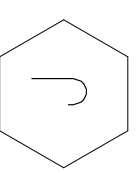
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③ WINDOW C
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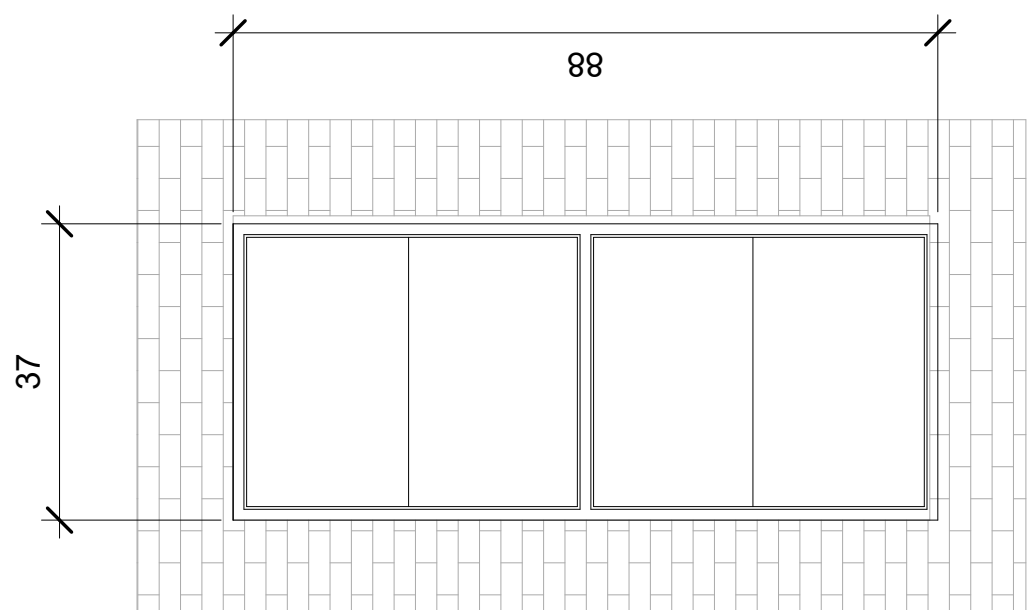
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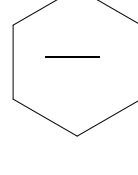
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② WINDOW B
1/2" = 1'-0"



37x88



2 COUNT

⑨ WINDOW H
1/2" = 1'-0"

APPENDIX "A"
Proposal Form

Name of Proposer: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone: _____ Fax: _____

TOTAL AMOUNT OF PROPOSAL \$ _____
(proposal details should be submitted on a separate sheet and included with this form)

_____ CHECK HERE IF THE PROPOSAL INCLUDE ANY EXCEPTIONS TO THE SCOPE OF WORK. (EXCEPTIONS SHOULD BE SPECIFICALLY NOTED AND SUBMITTED WITH THIS FORM)

The undersigned, by his/her signature, represents that he/she is authorized to bind the Proposer to fully comply with the terms and conditions of the attached Request for Proposal, Specifications, and Special Provisions for the amount(s) shown on the accompanying Proposal sheet(s). By signing below, you have read the entire document and agreed to the terms therein.

(Signature of Person Authorized to Sign PROPOSAL) _____
Date

Printed Name and Title of Signer:

DO NOT SIGN OR SUBMIT WITHOUT READING ENTIRE DOCUMENT THIS FORM MUST BE COMPLETED, SIGNED, AND RETURNED WITH PROPOSAL

APPENDIX "C"

Debarment Certification

- (1) The Proposer certifies to the best of its knowledge and belief, that it and its principals:
 - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - (b) have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) have not within a three-year period preceding this Proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Proposal.

Agency Name:
Project Title:
Agency Project Manager:
Title of Project Manager:
Agency Authorizing Official (Print):
Agency Authorizing Official (Signature):
Date:

