

City of Galena
Request for Quotes for General Construction Work at Train Depot, 101 Bouthillier Street
Quotes Due: 10 am on Wednesday 6 December 2107

Instructions & General Information

The City of Galena is requesting quotes for construction work at the Train Depot, 101 Bouthillier Street as detailed below and also available at city website: www.cityofgalena.org under Departments/Engineering/Bid Documents.

A site visit is required to review and clearly understand the scope of work. Please contact Janelle Keeffer or Andy Lewis to set up an appointment. 815-777-1050.

Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. All work to be in accordance with the latest versions of the International Building Code, Standard General Conditions of the Construction Contract and City Specifications.

Conditions

1. All Work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed work until:
10:00 AM, Wednesday 6 December 2107
4. The City of Galena will make payment within thirty (30) days after acceptance of the work. The City of Galena reserves the right to reject any or all quotes.
5. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
6. Questions concerning the project or arranging a site visit with City Staff should be directed to: Andy Lewis at 815-777-1050 or alewis@cityofgalena.org or Janelle Keeffer at 815-777-1050 or jkeffer@cityofgalena.org
7. **Work to be completed by Friday 16 March 2017.**

Specifications

RESTROOMS: The building contains three restrooms—two on main floor, one on second floor.

a. 1-MR 1st Floor Men's Restroom

1. Wall patch: Current sink, mirror, and light will be moved to the right. There may be holes from previous position that will need to be patched.
Remove old mirror and provide and install new mirror. (36x48" Pencil Polished Mirror)
2. Provide and replace door handle on men's restroom door. (Schlage F40ACC622CAM Matte Aged Bronze Privacy)
3. Remove baby changing station and patch wall.

4. Provide materials and construct a new janitor's closet with wood panel door (not shown on plans) within the men's restroom around new service sink. Wall will be positioned tentatively where the current stall wall is located. Drywall wall, trimmed to match existing.
 - a. Provide and install new door that will swing out into main restroom area, maximizing wall space for portable shelving within the closet. (Locking door handle / Schlage F51-ACC-CAM Aged Bronze)
- b. 1-WR 1st Floor Women's Restroom**
 1. Wall patch: Current sink, mirror, and light will be moved by others to the left. There may be holes from previous position that will need to be patched.
 2. Remove old mirror. Provide and install with new mirror centered over sink and under vanity light. (36x48" Pencil Polished Mirror)
 3. Provide and replace door handle on women's restroom door. (Schlage F40-ACC-CAM Matte Aged Bronze Privacy)
 4. Change door swing direction to open from south side and to the inside of the restroom.
- c. 2-R 2nd Floor Restroom**
 1. Provide and replace/install door with a primed, solid-wood door to match existing 2nd floor doors.
 2. Provide and replace/install door handle. (Schlage F40-ACC-CAM Matte Aged Bronze Privacy)
 3. Possible Wall patch: New vanity, mirror and vanity light to be installed in same location. Light and mirror may be raised. Patch wall if needed.
- d. 2nd Floor Hallway outside of Restroom**
 1. Remove and patch over wooden patched area just outside restroom door.

BREAK ROOMS: The building contains two break rooms—one on main floor, one on second floor.

- a. 1-BR 1st Floor Break Room**
 1. Contractor to recommend cabinetry for under-counter on south wall.
 2. Provide and install new laminate stock countertop with 4" backsplash and cabinetry. Plan for installation of under-counter refrigerator and sink. Coordinate with plumber for installation of sink and supporting plumbing.
 3. Remove all existing wall shelving on the north (Bouthillier Street) wall. Keep under-counter shelving.
 4. Refer to plans for placement of new countertop—which will run along the north and south walls only. Remove extra countertop on east wall surrounding doorway leading to meeting room.
 5. Remove lower two shelves of wall units on south wall.

b. 2-BR 2nd Floor Break Room

1. Contractor to recommend, provide and install cabinet doors to match lower cabinet doors.
2. Board over / close off the top shelf over sink on East wall in a finished manner.
3. Remove shelving on west wall and south wall from door to west wall as indicated.
4. Provide and install new base cabinets to accommodate dishwasher and surface mounted sink. (sink is Kohler Cadence 22" x 33" K-3145-4-NA. Dishwasher is Whirlpool WDT73-PAHZ)
5. Replace existing countertop in break room with new laminate stock countertop, with 4" backsplash.

MEETING ROOM 1-M

1. Provide and install new doors:
 - a. Between Break Room and Meeting Room.
 - b. Between Lobby and Meeting Room. Provide and install auto down sweep on this door.
2. Refer to plans for patch work.

MECHANICAL ROOM: The building has two mechanical rooms, one on each floor.

a. 1-ME 1st Floor Mechanical Room

1. Provide and install/construct railing on platform per plans.

BUILDING / GENERAL

- a. Repair holes left by HVAC installation. Refer to plans for specifications and walk through building for review.
- b. A separate RFQ is being issued for painting. Prep all repairs to be painted.
- c. Remove and replace floor of porch/balcony area on second floor with tongue and groove fir boards. Dimensions and style to match existing floor (This item not identified on plans).

Summary of New Fixtures and Materials to be Purchased

- b. 1st Floor Interior Doors (5-panel primed, solid-core wooden door to match existing doors)
 1. 1-New janitor's closet door, within men's restroom
 2. 1-New door from 1st floor meeting room to break room with automatic drop-down sweep
 3. 1-New door from 1st floor meeting room to lobby
- d. 2nd Floor Doors (primed, solid-core wooden door to match existing 2nd floor doors)
 - a. Replace restroom door
- e. New Door Handles—all in Aged Bronze
 1. 1-Schlage F51-ACC-CAM Locking (Janitor's Closet)
 2. 3-Schlage F40-ACC-CAM Privacy Door Lever Set (3 restrooms)
 3. Door handle on 2nd Floor Small Office 2-E

General

1. Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
2. Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.
3. Contractor must call to arrange for any required inspections.
4. Contractor must coordinate with all other project contractors to complete project in timely, efficient, and budget-focused manner.

Attached Drawings include: None attached. All plans available at: www.cityofgalena.org under Departments/Engineering/Bid Documents. **If you require printed copies please contact Janelle Keeffer or Andy Lewis at 815-777-1050.**

NOTE: All work detailed in this request for quotes supersedes work described in plans (plans may not include some items listed above).

Quotes for Contractor Work at
Train Depot, 101 Bouthillier Street

Contractor to complete specified work at following prices and return quote to City Engineer, City of Galena, 101 Green Street, Galena IL 61036:

#	ITEM	HOURLY RATE \$	AMOUNT \$
1	Lump sum	NA	
2	Hourly rate for additional work inadvertently omitted or unknown (assume minimum of 10 hours)		NA
	TOTAL		

All work to be completed in accordance with specifications described in this request for quotes.

The contractor is advised to visit the site to view the proposed work in order to determine the extent and nature of the listed work items. To view the building interior contact Janelle Keeffer at 815-777-1050 or jkeffer@cityofgalena.org

Respectfully submitted:

Company

Date

Title

Signature

Address

APPROVED BY CITY OF GALENA

Signature

Date