

PACOLET

SOUTH CAROLINA

I. Introduction

The Town of Pacolet is requesting proposals for maintenance work on their historic Town Hall building located at 180 Montgomery Avenue. This will include exterior painting, wood repair where it has rotted on the exterior of the building and replacement of the gutters and downspouts

II. Background:

The Town of Pacolet is a growing community in upstate South Carolina with the Pacolet River running through its boundaries. The Town Hall was given to the town by the Pacolet Mills Company and the building was originally built in 1907 as the main office for the mill. The property needs maintenance and repair work to ensure it survives for another 100 years.

III. Objective:

This Request for Proposals (RFP) is for a company that can manage the entire project of repairing existing wood on the exterior of the building, scraping all window trim, door trim and dormers of peeling and deteriorated paint, and then painting all the repaired wood and trim. This project will also involve replacing the existing gutter and downspout system with a half round gutter and round downspouts which will adequately and appropriately disperse rainwater away from the building. The chosen contractor will need to provide certification for lead-based paint removal. The selected contractor shall be licensed, bonded, and insured to work in the Town of Pacolet, SC.

Deliverables should include:

1. Itemized quote for each of the following:
 - a. Repair existing rotten wood on exterior of building
 - b. Scrape and remove existing paint on door and window trim and dormers
 - c. Caulk all trim and wood that requires it to prevent water damage
 - d. Paint all wood trim around doors and windows, overhang, and fascia so that all match with the same color of white
 - e. Replace existing and gutters with a white half round gutters and round downspout to adhere to the historic look of the building.
2. Provide Lead Based Paint Removal Certification

IV. Submittal Requirements:

One printed and one digital copy must be submitted to the Town of Pacolet by November 18th, 2022 at 2:00 PM. Submit Quote Packet to:

Patrick Kay, Town Administrator

pkay@townofpacolet.com

180 Montgomery Avenue

P O Box 700

Pacolet, SC 29372

V. Deadline

The deadline for all submissions is November 18th, 2022, at 2:00 p.m. Town reserves the right to extend the term of this contract.

Questions should be directed to Patrick Kay, Town Administrator at pkay@townofpacolet.com so that answers to all questions will be made public to other bidders.



Additional Information for Exterior Repairs Project based on Contractor Questions:

1. It appears that some of downspouts are tied to boots, is that acceptable for shedding away from bldg. or do you want underground pipework, or splash pads.
 - a. Where there are existing boots, tie them into this system; where there are no boots, add splash blocks
2. Downspouts are to run full height down to grade or use the square downspouts existing?
 - a. The entire gutter and downspout system that is currently on the building should be removed and replace with downspouts that run the full height of the following the wall and any protrusions.
3. Can we provide Lead Based Paint Removal Certification after award and prior to any work?
 - a. We prefer to have this certification upfront in your proposal.
4. Are there permit & license fees, if so, how are they calculated?
 - a. For all permitting, please contact zoning@townofpacolet.com
 - b. License fee for new businesses would be \$50
5. The louvers on the dormers currently have pipes coming out of them which are for the HVAC system. The HVAC system will be repaired soon, so the pipes need to be removed and the louvers repaired/replaced.
6. The double door entrance on the lower level is currently green with white trim. This color scheme needs to remain, however scraped and painted with new paint.
7. Stucco around some of the windows is to remain and not to be painted where it is currently exposed.
8. There are two narrow windows that lead into the basement that have been covered by wood inserts. They are both located behind the current HVAC equipment on the west side of the building. These will need to be scraped and painted.
9. There is missing/rotted window trim of the upper doors on the westside of the building which will need to be replaced.
10. All paint scraped paint should be removed from the premise prior to completion of the project.