

# TOWN OF RURAL HALL REQUEST FOR PROPOSALS

## General Contractor – Basement Renovation Project

### Overview

The Town of Rural Hall intends to renovate the basement of 145 Bethania Street in Rural Hall. The intended use of this facility is to serve as the Rural Hall Historical Museum. The upstairs of this location has already been renovated and is the site of the License Plate Agency. The building was constructed in 1949 by the local American Legion Post and has since been used as a church, town hall, and museum.

The Town is seeking a qualified, licensed general contractor to remodel the basement space according to our project needs. The general contractor will be required to determine if any permits will be required and obtain such prior to the onset of work.

Proposals must be submitted to Finance Director Wade Gilley by Friday, March 12, 2021 no later than 3:00pm EST.

Delivery of proposals can be made by mail, email, or hand delivered to:

Town of Rural Hall  
Attn: Wade Gilley  
423 Bethania-Rural Hall Road  
P.O. Box 549  
Rural Hall, NC 27045  
[financedirector@ruralhall.com](mailto:financedirector@ruralhall.com)

Current schedule for general contractor's work:

Feb 22, 2021	RFP issued
March 12, 2021	Response due
March 22, 2020	General contractor selected and agreement signed
TBD	Work to being promptly after obtaining permit (if required)
May 14, 2020	Anticipated completion date

A site visit is available by appointment only. Jason Hill, Public Works Director, can be reached at 336-416-9630. The contact person for any inquiries about the RFP is Wade Gilley, Finance Director.

## Scope of Work

The General contractor will be responsible for providing a turnkey remodel of the basement. Work will include, but is not limited to, interior and exterior trades such as wood finishes, glass, doors and windows, hardware, plumbing, electrical, and framing. Exterior includes, but is not limited to, replacement of exterior door.

## Project Needs

### Windows/Doors

Replace exterior steel door with full glass to match entrance of LPA  
Replace all interior doors with 3/0 interior doors and casings  
Install double door for storage area enclosure at entrance to former kitchen area  
Trim all windows, doors, cased openings  
Make door for janitor closet closable

### HVAC

Replace duct inside door with flex and move to wall  
Replace all existing vents with new, functioning, adjustable, vents spaced accordingly for heating/cooling needs  
Eliminate all sharp edges on duct work

### Electrical

Remove all old, out of service, circuits, wiring, boxes, receptacles, and other electrical components  
Install needed switches, receptacles, as needed  
Move existing electrical switches and receptacles, as needed  
Install conduit for switches and receptacles to be located in concrete block walls  
Replace existing ceiling light bases with surface mount LED light panels  
Install GFIC in restroom and janitor closet

### Flooring

Prep existing concrete as needed to remove trip hazards and rough areas that would reduce the lifespan of flooring  
Install LVP in bathroom and trim with rubber base  
Install commercial, low pile, glue down, carpet in all areas with the exception of the bathroom

### Walls/Framing

Open existing openings in center wall to 5' and case  
Add wall at entrance to former kitchen area to create storage space  
Add wall to enclose and separate bathroom from office

Finish wall to enclose office that was removed to install beam  
Place sliding window in office wall (provided by Town)  
Sheetrock, repair, finish, and paint all framed walls  
Provide wall-mounted counter space adequate for coffee maker/miscellaneous snack needs  
Remove existing sheetrock from remainder of block walls

### Ceiling

Remove all existing furring strips with the exception of those supporting duct work  
Install minimum of 3” spray foam underneath flooring boards to dampen sound travel between floors

### Paint

Paint all framed and sheet rocked walls  
Paint all block walls, single color, TBD by Town  
Paint all ceilings, ducts, and plumbing to color TBD by Town  
Paint all trim, single color, TBD by Town  
Paint steel beams and posts, single color, TBD by Town

### Plumbing

Install toilet and sink, to replace old equipment, capable of pumping into existing sewer  
Method of pumping must be approved by Town before installation  
Install functional sink in janitorial closet for access to water for cleaning/drinking  
Install instant hot water heater in bathroom and janitor closet

## **Criteria for Selection**

In evaluating proposals, the Town of Rural Hall places a high value on the following factors, not necessarily in order of importance:

- Approaches in methodology regarding the scope of services that demonstrate maximum comprehension of and ability to provide services
- Quality of work as shown in examples of prior completed jobs
- Ability to start as soon as possible and projected completion date
- Projected cost of services

## **Process**

The Town is requesting pricing be obtained in writing. Additionally, in accordance with North Carolina General Statute 143-131, quotes, bids, or proposals should be received

from vendors qualified to provide that product or service. Every reasonable effort should be made to receive at least three quotes, bids, or proposals. If unable to meet this requirement, proper documentation supporting the efforts made should be provided.

The contract will be awarded to the lowest responsive, responsible bidder. Proposals may be rejected for any reason if determined to be in the best interest of the Town.

Use of E-Verify is required - no contract subject to this section may be awarded by any board or governing body of the State, institution of State government, or any political subdivision of the State unless the contractor and the contractor's subcontractors comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

### **Insurance Requirements**

- Workers' Compensation to the limits required by the State of North Carolina
- General Liability: \$2,000,000
- Property Damage: \$1,000,000