**Scope of Work:**

The Contractor shall provide all labor, equipment and materials in order to repair and replace metal roofs for the Secretary of State, **Cotton Museum** on three separate buildings. The Contractor shall provide all labor, materials and equipment necessary to remove existing roofing and underlayment, and shall install new roofing as listed per location.

**The following specifications apply to the Main Building, Church and Farm House:**

Respective to each building, the Contractor shall carefully remove corrugated metal roof, architectural shingles, gable trim, ridge capping, flashing, piping, all nails, and any rotten or deteriorated building materials where necessary and applicable to this project. Newly installed roof shall match existing.

The Contractor shall not damage any substrates or adjacent surfaces, if damaging occurs it shall be repaired or replaced to the satisfaction of the Project Manager (Robert Adams)

Louisiana State Exhibit Museum (LSEM)) at no additional cost to the State.

The Contractor shall be responsible for any required notifications, inspections, permits, labor, materials, disposal, transport, etc. to complete this project.

The Contractor shall completely remove ALL existing shingles, nails, piping, flashing

etc., demolished as a result of this project, from the property and dispose of in a manner that meets ALL codes and regulations regarding disposal of such. The Contractor shall use tarps, as necessary, and utilize good methods to insure that NO existing old nails are lost on the property. The Contractor shall protect all work sites (where current work is being performed) from public access at all times during the course of this project.

**Installation:**

The Contractor shall not begin roofing work until all decks and underlying substrates are properly prepared and inspected by the Project Manager and are acceptable to have roofing materials installed. Deck surfaces shall be dry and free of moisture prior to beginning roof application. The Contractor shall schedule and supervise work crews so that the area of roofing begun one day is completely finished before leaving the job site for that day. The Contractor shall not install any roofing materials during rain or other inclement weather. One exception is that temporary work shall be installed during such weather to protect the building and new materials that have been installed. The Contractor shall remove all temporary work and materials that have been exposed to such weather, and install permanent materials as specified during acceptable weather conditions. The Contractor shall not apply roofing materials when moisture of any form can be seen or felt on the surface to which those materials will be applied.

The Contractor shall provide a dumpster specifically for use during this project.

Waste materials / Debris shall be organized in a manner that mitigates risks to public, observes all fire and safety requirements, and shall be removed from site on a daily basis.

The Contractor is responsible for the removal of all debris resulting from this job. Hauling and disposal fees are at the expense of the Contractor.

Before this agreement is acceptable and complete, The Contractor shall clean up and remove from the premise all debris resulting from his work, and shall see to it that the project is left in good order, clean and properly installed.

The Contractor shall be required to provide barricading or other means to section off and secure working area from traveling public.

The Contractor shall secure the work area at the end of each day to restrict access of traveling public. A safety wall or partition shall be constructed as necessary to secure work area.

All measurements listed are estimated, the Contractor shall verify all measurements in the field.

The Contractor shall be responsible for confirming all dimensions, areas, and quantities. All amounts listed are approximate and shall be verified by the Contractor.

**Location 1:**

Cotton Museum (Main Building)

7162 Highway 65 North

Lake Providence, LA 71254

**Specifications:**

Main Building:

Approximate surface area (square footage of the roof’s surface) - 3533.85 square feet.

Approximate total perimeter length (length of the outer edge of the roof inclusive of any recesses) - 242.16 square feet.

Approximate number of squares (number of packages of shingles that it will take to cover the surface area of the roof) - 35.34 square feet.

Approximate total ridge length (length of the peaks where each roof section comes together) - 72.00 linear feet.

1. The Contractor shall install metal corrugated 24 gauge roof.
2. Metal roof shall be installed with nails. Nails shall be covered with silicone by the Contractor.
3. The Contractor shall remove and replace ridge cap-metal roofing- 40.00 linear feet
4. The Contractor shall remove and replace wall/roof panel-corrugated-24 gauge metal roof -624.00 square feet
5. The Contractor shall remove and replace gable trim for metal rooding-26 gauge - 52.00 linear feet
6. The Contractor shall remove and replace exterior wall pack-sodium-250 watt - 1.00 Each
7. The Contractor shall remove and replace neoprene pipe jack flashing (match existing) for metal roofing - 1.00 Each
8. The Contractor shall remove and replace fascia-2"x10"-softwood-re-sawn -24 linear feet

**Elevated Drop:**

Approximate surface area - 294.20 square feet.

Approximate number of squares - 2.94 square feet.

Approximate total perimeter Length - 72.52 linear feet.

1. (The Contractor shall provide and install rafters - 2x10- 16" on-center (OC) (3-5/12 gable, -per square foot of floor); QTY-294.20 square feet.
2. The Contractor to provide gable trim for metal roofing - 26 gauge; QTY – 28.33 square feet.
3. The Contractor to provide 1"x4" lumber (.333 board foot per linear foot); QTY – 192 linear foot.
4. The Contractor to provide pitch transition flashing for metal roofing-26 gauge; QTY- 24 linear foot.
5. The Contractor to provide wall/roof panel-corrugated-24 gauge; QTY – 294.20 square feet.

-The Contractor shall also perform renovations on three different rooms in the main building per the below:

**Men’s Bathroom**

Room dimensions:

Ceiling Height – 9 feet

386.39 square feet Walls

102.17 square feet Ceiling

488.56 square feet Walls and Ceiling

102.17 square feet Floor / 11.35 SY Flooring

42.93 linear feet Ceiling Perimeter

42.93 linear feet Floor Perimeter

Build back of the men’s bathroom shall include:

1. The Contractor shall provide and install, ½” drywall, hung, taped, floated and ready for paint – 193.20 square feet.
2. The Contractor shall provide and install fiberglass reinforced plastic (FRP) paneling with trim – 193.20 square feet.
3. The Contractor shall install existing sink - Qty. one
4. The Contractor shall install existing toilet – Qty. one
5. The Contractor shall provide and install vinyl cove 4” wrap – 21.47 linear feet
6. The Contractor shall install existing urinal / wall hung – Qty. one
7. The Contractor shall install existing toilet partitions – Qty. two
8. The Contractor shall install existing light bar/ three lights – Qty. one
9. The Contractor shall install existing fluorescent light fixture – Qty. two
10. The Contractor shall provide and install 5/8” drywall-hung, taped, floated, ready for paint – 51.08 square feet.
11. The Contractor shall seal part of the ceiling w/ latex based stain blocker / one coat - 51.08 square feet.
12. The Contractor shall paint part of the ceiling w/ latex paint / two coats, color white or match existing – 51.08 square feet.
13. The Contractor shall paint part of the ceiling w/ latex paint / one coat, color white or match existing – 51.08 square feet.
14. The Contractor shall provide and install batt insulation 6”- R19 unfaced batt – 115.42 square feet
15. The Contractor shall provide and install batt insulation 10” –R30 –paper, foil faced – 51.08 square feet.
16. The Contractor shall provide and install base shoe (standard) – 51.08 linear feet
* Shoe used for crown molding
1. The Contractor shall seal and paint base shoe or quarter round – 51.08 linear feet
2. The Contractor shall paint base shoe or quarter round – one coat latex – 5.08 square feet.

**Women’s bathroom**

Room dimensions:

Ceiling Height – 9 feet

388.35 square feet Walls

112.22 square feet Ceiling

500.57 square feet Walls and Ceiling

112.22 square feet Floor / 12.47 SY Flooring

43.15 linear feet ceiling Perimeter

Build back of women’s bathroom shall include:

1. The Contractor shall provide and install, ½” drywall, hung, taped, floated and ready for paint – 194.17 square feet
2. The Contractor shall provide and install fiberglass reinforced plastic (FRP) paneling with trim – 194.17 square feet.
3. The Contractor shall install existing sink - Qty. one
4. The Contractor shall install existing toilet – Qty. one
5. The Contractor shall provide and install vinyl cove 4” wrap – 21.57 linear feet
6. The Contractor shall install existing toilet partitions – Qty. two
7. The Contractor shall install existing light bar/ three lights – Qty. one
8. The Contractor shall install mirror ¼” plate glass, frameless – 24 square feet
9. The Contractor shall install existing fluorescent light fixture – Qty. two
10. The Contractor shall provide and install 5/8” drywall-hung, taped, floated, ready for paint – 56.11 square feet
11. The Contractor shall seal part of the ceiling w/ latex based stain blocker / one coat -56.11 square feet
12. The Contractor shall paint part of the ceiling w/ latex paint / two coats, color white or match existing – 56.11 square feet
13. The Contractor shall paint part of the ceiling w/ latex paint / one coat, color white or match existing – 56.11 square feet
14. The Contractor shall provide and install batt insulation 6”- R19 unfaced batt – 115.42 square feet
15. The Contractor shall provide and install batt insulation 10” –R30 –paper, foil faced – 56.11 square feet
16. The Contractor shall provide and install base shoe (standard) – 56.11 linear feet.
17. Shoe used for crown molding
18. The Contractor shall seal and paint base shoe or quarter round – 56.11 linear feet
19. The Contractor shall paint base shoe or quarter round – one coat latex 56.11

**Closet**

Room dimensions:

Ceiling height 8 feet

85.56 square feet Walls

6.72 square feet Ceiling

92.32 square feet Walls and Ceiling

6.76 square feet Floor / 0.75 SY Flooring

10.69 linear feet Ceiling Perimeter

10.69 linear feet Floor Perimeter

Build back of closet shall include:

1. The Contractor shall provide and install R & R ½: drywall – hung, taped, floated, ready for paint – 42.78 square feet
2. The Contractor shall seal part of the walls with latex based stain blocker, one coat – 42.78 square feet
3. The Contractor shall paint part of the walls w/ latex paint / one coat, color white or match existing – 42.78 square feet
4. The Contractor shall paint part of the walls w/ latex paint / two coats, color white or match existing – 42.78 square feet
5. The Contractor shall provide and install vinyl cove – 4” wrap – 5.35 linear feet.

**Location 2:**

Cotton Museum (Farm House)

7162 Highway 65 North

Lake Providence, LA 71254

**Specifications:**

Roof 1:

Approximate surface area (square footage of the roof’s surface) - 2282.19 square feet.

Approximate number of squares (number of packages of shingles that it will take to cover the surface area of the roof) - 22.82 square feet.

Approximate total ridge length (length of the peaks where each roof section comes together) - 44.67 square feet.

Approximate total perimeter length (length of the outer edge of the roof inclusive of any recesses) - 191.52 linear feet.

1. The Contractor shall remove laminated-composition shingle roofing with felt. Existing roof 22.82 square feet.
2. The Contractor shall provide laminated-composition shingle roofing with felt; QTY – 22.82 square feet
3. The Contractor shall provide asphalt starter-universal starter course; QTY – 191.52 linear feet.
4. The Contractor shall remove and replace hip / ridge cap-high profile-composition shingles; QTY-44.67 linear feet.
5. The Contractor shall remove and replace flashing-pipe jack –match existing; OTY- One each.
6. The Contractor shall remove and replace chimney flashing- average (32"x36")-match existing.
7. Flashing to be replaced on chimney with flashing.

**Roof 2:**

Approximate Surface area 188.25 square feet

Approximate number of squares 1.88 square feet.

Approximate total perimeter length 38.92 linear feet.

1. The Contractor shall remove 3 tab-25 yard-composition shingle roofing include felt - QTY-1.88 square feet
2. The Contractor to provide 3 tab-25 yard-composition shingle roofing include felt - QTY-2.00 square feet
3. The Contractor to provide, asphalt starter-universal starter course; QTY- 38.92 linear feet.

**Location 3:**

Cotton Museum (Church)

7162 Highway 65 North

Lake Providence, LA 71254

**Specifications:**

Roof 1:

Approximate surface area (square footage of the roof’s surface) - 663.00 square feet.

Approximate number of squares (number of packages of shingles that it will take to cover the surface area of the roof) - 6.63 square feet.

Approximate total ridge length (length of the peaks where each roof section comes together) - 34.00 square feet.

Approximate total perimeter length (length of the outer edge of the roof inclusive of any recesses) - 107.00 linear feet.

1. The Contractor shall remove and replace steeple-wood (Unit cost includes steep and painting).
2. The Contractor to apply two coats of primer and two coats of white exterior latex paint.
3. Haul debris-per pickup truck load-including dump fees.

**Deteriorated Decking:**

The Contractor shall give a unit price per square foot for replacement of unforeseen deteriorated decking. New decking shall match existing.

**Price of Decking per square foot: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

This price will not be included in the price evaluation for this solicitation and is for informational purposes only. This pricing will only be used for unforeseen change orders for deteriorated decking.

**Product Storage and Handling:**

All materials and tools shall be stored in appropriate area, at the completion of each day(s).

1. The Contractor shall ensure full protection of work and materials. Materials shall be covered from the weather.
2. Products shall be delivered to the job site in the manufacturer’s original container, with labels intact and legible.
3. The Contractor shall maintain packaged materials with unbroken packing and labels intact until time of use.
4. The Contractor shall promptly remove damaged materials and unsuitable items from the job site.

**General Notes:**

All work shall meet State and Local Building Codes and be in accordance with National

Roofing Contractors Associations Standards.

The Contractor shall be responsible for all coordinating and scheduling the work of

Sub-Contractors.

1. The Contractor shall have all materials onsite for inspection before work commences.
2. The Contractor shall protect from damage all adjacent construction. Any damage shall be repaired or replaced by the Contractor at no additional cost to the State.
3. The Contractor shall erect barriers as required to protect workers and the public.
4. The work area shall be routinely cleaned and free from any trash and debris at all times.
5. The Contractor shall not allow trash and debris to accumulate, the Contractor shall promptly remove from the site daily.
6. The Contractor shall dispose of all trash and debris.
7. The Contractor shall return soil to existing condition if damaged from construction.

All the Contractor’s equipment shall be completely secured at all times, without any possible access by any other persons.

All corrections for work that is unsatisfactory shall be corrected at the Contractor’s expense and must be completed satisfactorily before approval and final payment is made.

By accepting this request for work the Contractor will provide Secretary of State / LSEM a 1 year unconditional warranty on all labor and materials provided by the Contractor from any defective material or workmanship required to install the roofing system.

**Planning and Scheduling:**

The Contractor shall coordinate any work with the User Agency. This shall include scheduling of work and the storage of materials.

After notification by purchase order that the Contractor has been awarded the contract, the

Contractor shall contact the Maintenance Manager.

Before entering agency grounds to commerce work, the Contractor must check in with the Maintenance Department Secretary each day before commencing work.

Work hours to be 8:00 AM to 4:00 PM Tuesday through Saturday unless approved by the

Maintenance Manager.