

CAROLE JONES
CHIEF
PURCHASING AGENT

COUNTY OF HENRY, VIRGINIA
PURCHASING DEPARTMENT
COLLINSVILLE, VIRGINIA 24078
<http://www.henrycountyva.gov/>

INVITATION
FOR BIDS
#15-02033-2943

JANUARY 20, 2015

*****NOTE*****

A NON-MANDATORY PRE-BID MEETING WILL BE HELD ON JANUARY 28, 2015 AT 10:00AM, AT 3300 KINGS MOUNTAIN ROAD, MARTINSVILLE, VA 24112, 4TH FLOOR ADMINISTRATION BUILDING. *****NOTE***BIDDERS SHALL BE AT PRE-BID NO LATER THAN 10:00 AM.**

SEALED BIDS, SUBJECT TO THE SPECIFICATIONS AND CONDITIONS CONTAINED HEREIN AND ATTACHED HERETO, WILL BE RECEIVED AT THE ABOVE OFFICE UNTIL, BUT NOT LATER THAN, **3:00 P.M.**, LOCAL PREVAILING TIME, **FEBRUARY 3, 2015**, AND THEN PUBLICLY OPENED AND READ IN ROOM 210 (BID ROOM) OF THE SAME OFFICE, **FOR INTERIOR PAINTING ON THE 4TH FLOOR COUNTY ADMINISTRATION BUILDING.**

IF UNABLE TO BID, PLEASE SIGN AND RETURN THIS FORM, ADVISING REASON FOR NOT SUBMITTING A BID. OTHERWISE, YOUR NAME SHALL BE REMOVED FROM OUR BIDDERS LIST AFTER THREE (3) NON-RESPONSES.

BIDDERS SHALL COMPLETE THIS FORM WITHOUT DETACHING FROM REST OF BID AND RETURN BID IN ITS ENTIRETY. BIDDERS MUST SIGN COLLUSION STATEMENT OR BID MAY BE REJECTED. ANY BID RECEIVED AFTER THE ANNOUNCED TIME AND DATE OF OPENING, WHETHER BY MAIL OR OTHERWISE, WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED.

NOTHING HEREIN IS INTENDED TO EXCLUDE ANY RESPONSIBLE FIRM OR IN ANY WAY RESTRAIN OR RESTRICT COMPETITION. ON THE CONTRARY, ALL RESPONSIBLE FIRMS, LOCAL, FAITH-BASED, MINORITY-OWNED AND FEMALE-OWNED ARE ENCOURAGED TO SUBMIT A BID. THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS, TO WAIVE INFORMALITIES, AND ALSO, TO PLACE THE ORDER WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER WHERE IT APPEARS IT WILL BE TO THE BEST INTEREST OF THE COUNTY.

ALL QUOTED PRICES SHALL REMAIN FIRM FOR A PERIOD OF SIXTY (60) DAYS FROM DATE OF BID OPENING. UNIT PRICE/VENDOR WORK WRITE-UP SHALL PREVAIL IN CASE OF VENDOR ERROR. IF YOU HAVE ANY QUESTIONS, PLEASE CALL KEVIN HUGHES AT 276-634-4659.

RETURN BIDS TO CAROLE JONES, CHIEF PURCHASING AGENT, HENRY COUNTY ADMINISTRATION BUILDING; PO BOX 7 (for postal) or 3300 KINGS MOUNTAIN RD (for Ups or FedEx): COLLINSVILLE, VIRGINIA 24078-0007.

EACH BIDDER SHALL SUBMIT HIS BID IN A SEALED ENVELOPE AND MARK OUTSIDE OF ENVELOPE WITH COMPANY NAME, SUBJECT, BID #15-02033-2943 AND CLOSING DATE OF BID. THE COUNTY SHALL NOT ACCEPT ANY MONETARY MODIFICATIONS TO THE BID, WHICH ARE WRITTEN ON THE OUTSIDE OF BID ENVELOPE. FACSIMILE AND/OR ELECTRONIC BIDS/PROPOSALS WILL NOT BE ACCEPTED.

WITHDRAWAL OF BID DUE TO ERROR.

A BIDDER FOR A PUBLIC CONSTRUCTION CONTRACT, OTHER THAN A CONTRACT FOR CONSTRUCTION OR MAINTENANCE OF PUBLIC HIGHWAYS, MAY WITHDRAW HIS BID FROM CONSIDERATION IF THE BID PRICE WAS SUBSTANTIALLY LOWER THAN THE OTHER BIDS DUE SOLELY TO A MISTAKE THEREIN, PROVIDED THE BID WAS SUBMITTED IN GOOD FAITH, AND THE MISTAKE WAS A CLERICAL MISTAKE AS OPPOSED TO A JUDGMENT MISTAKE, AND WAS ACTUALLY DUE TO AN UNINTENTIONAL ARITHMETIC ERROR OR UNINTENTIONAL OMISSION OF A QUANTITY OF WORK, LABOR OR MATERIAL MADE DIRECTLY IN THE COMPILATION OF A BID, WHICH UNINTENTIONAL ARITHMETIC ERROR OR UNINTENTIONAL OMISSION CAN BE CLEARLY SHOWN BY OBJECTIVE EVIDENCE DRAWN FROM INSPECTION OF ORIGINAL WORK PAPERS, DOCUMENTS AND MATERIALS USED IN THE PREPARATION OF THE BID SOUGHT TO BE WITHDRAWN. THE BIDDER SHALL GIVE NOTICE IN WRITING OF HIS CLAIM OF RIGHT TO WITHDRAW HIS BID WITHIN TWO (2) BUSINESS DAYS AFTER THE CONCLUSION OF THE BID OPENING PROCEDURE, AND SHALL SUBMIT ORIGINAL WORK PAPERS WITH SUCH NOTICE.

BID #15-02033-2943

IN COMPLIANCE WITH INVITATION FOR **BIDS #15-02033-2943**, AND SUBJECT TO ALL CONDITIONS THEREOF, THE UNDERSIGNED OFFERS AND AGREES TO FURNISH ANY OR ALL OF THE ITEMS UPON WHICH PRICES ARE QUOTED, AT THE PRICE QUOTED FOR EACH ITEM AND DELIVERED AS SPECIFIED.

MY SIGNATURE CERTIFIES THAT THE ACCOMPANYING BID IS NOT THE RESULT OF OR AFFECTED BY, ANY ACT OF COLLUSION WITH ANOTHER PERSON OR COMPANY ENGAGED IN THE SAME LINE OF BUSINESS OR COMMERCE, OR ANY ACT OF FRAUD PUNISHABLE UNDER TITLE 18.2, CHAPTER 12, ARTICLE 1.1 of THE CODE OF VIRGINIA, 1950, AS AMENDED. FURTHERMORE, I UNDERSTAND THAT FRAUDULENT AND COLLUSIVE BIDDING IS A CRIME UNDER THE VIRGINIA GOVERNMENTAL FRAUDS ACT, THE VIRGINIA GOVERNMENT BID RIGGING ACT, THE VIRGINIA ANTITRUST ACT AND FEDERAL LAW AND CAN RESULT IN FINES, PRISON SENTENCES AND CIVIL DAMAGE AWARDS.

I AGREE TO ABIDE BY ALL CONDITIONS OF THIS BID AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS BID FOR THE BIDDER.

NAME OF BIDDER _____

ADDRESS _____

SIGNATURE _____

NAME (TYPE OR PRINT) _____

OFFICIAL TITLE

DATE _____

TELEPHONE NUMBER _____

FAX NUMBER _____

**IMPORTANT - READ CAREFULLY BEFORE SUBMITTING BID
COUNTY OF HENRY, VIRGINIA PURCHASING DEPARTMENT
GENERAL TERMS, CONDITIONS, AND INSTRUCTIONS**

1. SUBMISSION AND RECEIPT OF BIDS:

- (a) BIDS, TO RECEIVE CONSIDERATION, MUST BE RECEIVED PRIOR TO THE SPECIFIED TIME AND DATE OF OPENING AS DESIGNATED IN THE INVITATION.
- (b) UNLESS OTHERWISE SPECIFIED, BIDDERS MUST USE THE BID FORM FURNISHED BY THE COUNTY. FAILURE TO DO SO MAY CAUSE BID TO BE REJECTED. REMOVAL OF ANY PART OF THE BID FORM MAY INVALIDATE THE BID.
- (c) ALL BIDS SHALL BE EITHER TYPEWRITEN OR FILLED IN WITH INK IN ORDER TO BE CONSIDERED. ALSO, ALL BIDS MUST BE SIGNED IN INK IN ORDER TO BE CONSIDERED. BIDS FILLED IN WITH PENCIL WILL BE REJECTED.
- (d) BIDS CONCERNING SEPARATE BID INVITATIONS, MUST NOT BE COMBINED ON THE SAME FORM OR PLACED IN THE SAME ENVELOPE. BIDS SUBMITTED IN VIOLATION OF THIS PROVISION MAY NOT BE CONSIDERED.

2. DELIVERY POINT:

ALL ITEMS SHALL BE DELIVERED F.O.B. DESTINATION, AND DELIVERY COSTS AND CHARGES INCLUDED IN THE BID PRICE.

3. BRAND NAMES:

IF AND WHEREVER IN THE SPECIFICATIONS A BRAND NAME, MAKE, NAME OF ANY MANUFACTURER, TRADE NAME, OR VENDOR CATALOG NUMBER IS MENTIONED, IT IS FOR THE SOLE PURPOSE OF ESTABLISHING A GRADE OR QUALITY AND CHARACTERISTICS OF GOODS THAT WILL BE ACCEPTED. SINCE THE COUNTY DOES NOT WISH TO RULE OUT OTHER COMPETITION AND EQUAL BRANDS OR MAKES, THE PHRASE OR APPROVED EQUAL IS ADDED.

4. QUALITY:

ALL MATERIALS USED FOR THE MANUFACTURE OR CONSTRUCTION OF ANY SUPPLIES, MATERIALS, OR EQUIPMENT COVERED BY THIS BID SHALL BE NEW. THE ITEMS BID MUST BE NEW, THE LATEST MODEL, THE BEST QUALITY, AND THE HIGHEST GRADE WORKMANSHIP.

- 5. § 2.2-4311. EMPLOYMENT DISCRIMINATION BY CONTRACTOR PROHIBITED; REQUIRED CONTRACT PROVISIONS. SEE VA CODE FOR DETAIL INFORMATION.**

GENERAL TERMS, CONDITIONS, AND INSTRUCTIONS

6. **BASIS FOR REJECTIONS AND AWARD:**
THE COUNTY OF HENRY RESERVES THE RIGHT TO ACCEPT OR REJECT ALL BIDS OR PARTS OF BIDS, TO WAIVE INFORMALITIES AND TECHNICALITIES, AND TO REQUEST REBIDS. THE COUNTY ALSO RESERVES THE RIGHT TO AWARD THE CONTRACT ON SUCH MATERIAL THE COUNTY DEEMS WILL BEST SERVE ITS INTEREST. THE AWARD WILL BE MADE AND POSTED BY THE COUNTY TO THE LOWEST RESPONSIBLE BIDDER WITH THE LOWEST RESPONSIVE BID WHICH IS IN ACCORDANCE WITH THE TERMS, CONDITIONS, AND SPECIFICATIONS OF THE BID AND IS IN CONFORMANCE WITH THE CODE OF THE COUNTY OF HENRY AND THE CODE OF VIRGINIA.
7. **INTERPRETATION OF BID AND ADDENDUM:**
IF ANY PARTY CONTEMPLATING THE SUBMISSION OF A BID ON THIS INVITATION IS IN DOUBT AS THE TRUE MEANING OF ANY PART OF THE BID, HE SHOULD CONTACT **KEVIN HUGHES AT 276-634-4659.** ANY RESULTING CHANGE TO THE BID INVITATION DOCUMENT WILL BE MADE ONLY BY WRITTEN ADDENDUM DULY ISSUED TO EACH PARTY RECEIVING A BID INVITATION. THE COUNTY WILL NOT BE RESPONSIBLE FOR ANY CHANGES EXCEPT AS NOTED THROUGH A WRITTEN ADDENDUM OR SO STATED BY CHIEF PURCHASING AGENT FOR HENRY COUNTY. ALL ADDENDUMS MUST BE SIGNED AND RETURNED WITH YOUR BID AND ANY ADDENDUM THAT AFFECTS PRICE, QUALITY, QUANTITY OR DELIVERY SCHEDULE, THAT IS NOT RETURNED, WILL BE REJECTED.
8. **RIGHT TO NEGOTIATION:**
IF A BID FROM THE LOWEST RESPONSIBLE BIDDER EXCEEDS THE FUNDS AVAILABLE FOR SERVICES AND/OR MATERIALS REQUESTED, THE COUNTY OF HENRY RESERVES THE RIGHT TO NEGOTIATE. SUCH NEGOTIATIONS WITH THE LOWEST RESPONSIBLE BIDDER MAY INVOLVE DISCUSSION OF REDUCTION OF QUALITY, QUANTITY OR OTHER COST SAVING MECHANISMS.
9. **REGISTERED SEX OFFENDER:**
THE CONTRACTOR SHALL NOT SEND ANY EMPLOYEE OR AGENT WHO IS A REGISTERED SEX OFFENDER TO ANY SCHOOL BUILDING OR SCHOOL PROPERTY. QUARTERLY, THE CONTRACTOR SHALL CHECK THE REGISTRY TO DETERMINE IF THE EMPLOYEE IS REGISTERED.
10. **PIGGY BACK CLAUSE:** ACCORDING TO THE STATE OF VA PUBLIC PROCUREMENT ACT ANY OTHER STATE, LOCAL OR GOVERNMENT AGENCY MAY USE THIS BID AS A BASIS FOR PROCURING SUCH ITEMS.
11. **ADDITIONAL PRODUCTS/SERVICES:** THE COUNTY/PSA RESERVES THE RIGHT TO BUY/HIRE FOR ADDITIONAL PRODUCTS/SERVICES OF SIMILARITY FROM AWARDED VENDOR OF THIS CONTRACT WITHOUT GOING THROUGH THE BIDDING PROCESS FOR ONE (1) CALENDAR YEAR FROM THE DATE OF THE NOTICE OF AWARD FROM THIS CONTRACT, UNLESS STATED OTHERWISE WITHIN THIS BID.

12. BID BOND/CERTIFIED/CASHIERS CHECK- (BID GUARANTEES)

THIS PROJECT **SHALL NOT** REQUIRE A BID GUARANTEE.

****NOTE****

WHEN SUBMITTING A BID GUARANTEE TO THE COUNTY/PSA, VENDOR SHALL DO SO BY SUBMITTING A BOND FROM A SURETY COMPANY **OR** A CASHIERS/CERTIFIED CHECK. BOTH TYPES OF BID GUARANTEES SHALL BE WORTH 5% OF THE VENDORS OVERALL BID.

13. LIQUIDATED DAMAGES-

SHALL NOT APPLY. TO THIS BID.

14. ILLEGAL ALIENS

VENDOR PROMISES THEY WILL NOT HIRE ILLEGAL ALIENS. BY SIGNING THIS BID DOCUMENT THE VENDOR CONFIRMS THIS PROMISE.

BID #15-02033-2943

THE 2007 SESSION OF THE VIRGINIA GENERAL ASSEMBLY, PASSED THE HB 1707/SB 1346 BILL, EFFECTIVE ON JULY 1, 2007. HENRY COUNTY IS REQUIRING ALL VENDORS TO ABIDE BY THE FOLLOWING NEW LEGISLATION.

HB 1707/SB 1346

PROVIDES THAT AS A CONDITION OF AWARDING A CONTRACT FOR THE PROVISION OF SERVICES THAT REQUIRE THE CONTRACTOR OR HIS EMPLOYEES TO HAVE DIRECT CONTACT WITH STUDENTS ON SCHOOL PROPERTY DURING REGULAR SCHOOL HOURS, THE SCHOOL BOARD MUST REQUIRE THE CONTRACTOR TO PROVIDE CERTIFICATION THAT ALL EMPLOYEES WHO WILL HAVE DIRECT CONTACT WITH STUDENTS HAVE NOT BEEN CONVICTED OF A FELONY OR ANY OFFENSE INVOLVING THE SEXUAL MOLESTATION OR PHYSICAL OR SEXUAL ABUSE OR RAPE OF A CHILD. THE BILL ALSO PROVIDES THAT THE REQUIREMENT BE WAIVED IN EMERGENCY SITUATIONS WHEN IT IS REASONABLY ANTICIPATED THAT THE CONTRACTOR OR HIS EMPLOYEES WILL HAVE NO DIRECT CONTACT WITH STUDENTS.

PLEASE INDICATE APPROPRIATE BOX BELOW.

_____ I AGREE TO ABIDE BY THIS LEGISLATION HB 1707/SB 1346.

_____ THIS LEGISLATION DOES NOT APPLY TO THIS SOLICITATION.

THE AWARDED VENDOR MAY BE REQUIRED TO PROVIDE ADDITIONAL PAPERWORK BUT ONLY A SIGNATURE IS NECESSARY AT THIS TIME.

AUTHORIZED VENDOR SIGNATURE

DATE

COMPANY NAME

PRINTED NAME AND TITLE

Subcontractor Information

Must fill form out completely even if no subcontractors are being used.

You must check appropriate box below and list any subcontractors that will be used for this **BID# 15-02033-2943 for INTERIOR PAINTING ON THE 4TH FLOOR COUNTY ADMINISTRATION BUILDING.**

_____ I will be using subcontractors. (See list below)

_____ I may or may not be using subcontractors. Not sure at this time. If you are the awarded vendor, you are responsible for contacting Commissioner of Revenue's Office at (276-634-4691) with subcontractor information. Payment of invoices is contingent upon receiving required information.

_____ I will not be using subcontractors.

1.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

2.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

3.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

4.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

5.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

6.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

Bidders Company Name _____

Bidders Authorized Signature _____ **Date:** _____

Bidders Telephone # _____ **Federal ID #** _____

*Note- Add a separate sheet if you need additional space for subcontractors

**SPECIFICATIONS
INTERIOR PAINTING
at
HENRY COUNTY ADMINISTRATION BUILDING 4TH FLOOR
3300 KINGS MOUNTAIN ROAD
P. O. BOX 7
COLLINSVILLE, VIRGINIA 24078-0007**

GENERAL REQUIREMENTS

- **DEFINITIONS**

The following definitions shall be applicable throughout these specifications and drawings.

 - **PROJECT**

Shall be defined as all work related to wall paper removal and repainting of approximately 1250 linear feet plus 9' walls.
 - **OWNER**

Shall be defined as Henry County Administration.
 - **CONTRACTOR**

Shall be defined as the contractor, his employees, his subcontractors and suppliers of material and equipment.

- **INSURANCE**

Contractor shall maintain insurance in the following minimum amounts:

 - **Workmen's Compensation and Statutory Employer's Liability Insurance Requirements**
 - **Public Liability Limits**

Each Occurrence	\$1,000,000
Aggregate	\$1,000,000
 - **Property Damage Limits**

Each Occurrence	\$100,000
Aggregate	\$200,000

- Auto Public Liability Limits

Each Person	\$500,000
Each Accident	\$1,000,000
Property Damage	\$100,000

- The Contractor will carry Fire Insurance with Extended Coverage and Vandalism Insurance. This insurance shall cover the full amount of the contract.

- This insurance shall be issued jointly in the name of the Contractor and the Owner. A copy of the certificate of insurance shall be provided to the Owner.

- Before proceeding with work, the Contractor shall procure and pay for policies required under the terms of this contract and furnish certificates of insurance to the Owner.

- The contractor shall either require each of his sub-contractors to maintain the same types and amounts of insurance as listed above or insure the activities of all sub-contractors in his own policy. The contractor shall also provide a written statement from the insurer that "claims made" type liability coverage is included in the comprehensive general liability.

- **COMPLETION SCHEDULE**
 Project shall commence shortly after bids are received. All work is expected to be completed within 30 days after notice to proceed has been issued.

- **NON-MANDATORY PRE BID CONFERENCE**
 A non-mandatory pre-bid conference will be scheduled for 10:00 a.m. on January 28, 2015 at the Henry County Administration Building, 4th floor, 3300 Kings Mountain Road, Martinsville, VA 24112.

- **ADDENDUMS/CHANGE ORDERS**
 Discrepancies or omissions in contract documents shall be clarified by the Henry County Purchasing Department. Clarification shall be issued in the form of a written addendum to the specifications. Oral instructions shall not substitute for the addendum.

- **QUALITY**
Contractor shall furnish all necessary equipment, labor and materials for completion of work specified herein. All workmanship shall be of the highest quality in conformance with industry standards, mandated building codes or these specifications, whichever is most stringent.

- **SITE INVESTIGATION**
As a requirement for submitting bid, contractor shall satisfy himself as to the nature of existing conditions. All information provided in these specifications shall be confirmed by contractor prior to bid. Contractor's failure to examine the site and include all work in bid shall result in denial of claims for extra monies after submission of bids.

- **LICENSES AND PERMITS**
Vendor shall be responsible for acquiring all the proper permits/licenses required by local and state authorities in conjunction with this bid. Bid prices shall include these fees and no additional cost shall be assessed to the County/PSA. Bidder's attention shall be directed to the requirements of Title 54, Chapter 11, of the Code of Virginia pertaining to registration of contractors. ****NOTE**** Vendor must provide with this Bid a copy of their up-to-date Henry County business license, proof of insurance coverage, and VA Contractors License.

- **SAFETY PRECAUTIONS**
Contractor shall provide protective barriers, signs, etc. to assure public safety and meet governmental requirements. All work shall be performed in strict accordance with OSHA requirements.

- **INSPECTION**
Henry County reserves the right to furnish an inspector to be on job site at all times. Inspector shall assure conformance of materials, workmanship, etc., to specifications. Inspector shall have authority to stop work on project if non-conformances to specifications are discovered. Inspector shall not have authority to authorize additional work not included in specifications. Written authorization for additional work must be obtained by contractor from Henry County Purchasing Department before proceeding. Failure to obtain written authorization shall result in non-payment for additional work.

- **CONTRACTOR QUALIFICATIONS**
Contractor shall submit a statement of firm's qualifications with bid to include a list of projects, similar in size and scope to the work of this project, which have been

successfully completed by the Contractor (or by a subcontractor engaged to perform the work). Provide representative projects not less than two years old preceding the commencement of the work. Include names and telephone numbers of references for verification of completion and quality of work.

- **NOTICE TO PROCEED**

The contractor agrees that the work under this contract will commence not later than five (5) consecutive calendar days after receipt of written notice to proceed by the Henry County Purchasing Department.

- **PROTECTION OF STRUCTURES**

Care must be taken to protect any structure from damage and all surfaces must be kept clean from unsightly applications of the paint, etc. Damaged or paint covered structures will be repaired or replaced as directed by the County inspector.

- **WORKING HOURS/DAYS**

Work at the job site shall be performed during the hours of 7 a.m. to 11 p.m., Monday thru Friday. Week-end work will be required when painting inner office areas. Coordination of unlocking the building will be done by the County inspector.

SCOPE OF WORK

The contractor agrees to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, and labor necessary to complete the requirements of the specifications. The bidder's attention is called to the fact that this project bid is to be lump sum. The estimate of quantities of work to be performed and materials to be furnished under these specifications as shown in the bid specifications are approximate and are given only as a basis of calculation upon which to determine your bid. The contractor shall be responsible to visit the jobsite and verify any and all quantities and measurements. Henry County does not assume any responsibility that the quantities and measurements shall hold strictly in the construction of the project, nor shall the contractor plead misunderstanding or deception because of such estimate of quantities or of the character of the work or location or other conditions pertaining thereto. Henry County reserves the right to increase or diminish any or all of the above mentioned quantities of work or to omit any of them as it may deem necessary.

- **WALL PAPER REMOVAL/REPAIR/SAND/PAINTING**
Vendor shall be required to remove all wall paper to approximately 1250 linear feet plus 9' walls. Walls shall be patched and glue removed, if necessary once wall paper is removed, then prepped & sanded to be ready for painting. No sign of wall paper previously on the walls shall be noticeable to the County inspector once job is completely done. Prepare and paint approximately 50 door facings and trim. All surfaces shall be primed prior to painting. Vendor shall be aware that multiple colors will be utilized for this project.

- **ACCEPTABLE PAINT/MANUFACTURERS**
The Sherwin-Williams Company (S-W) paint shall be the only type of paint that will be approved by Henry County to use on this job.
 - **Sherwin Williams Paint**
 - Primer-PrepRite ProBlock, interior/exterior latex, primer/sealer, B51-600 Series
 - Top Coat-Quali-Kote, interior latex matte, B20WB0300 Series

- **INSPECTION**
Do not proceed with work until unsatisfactory conditions have been corrected in a manner acceptable to Inspector. Starting of painting work will be construed as Inspector's acceptance of surfaces and conditions within any particular area. Do not paint over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions otherwise detrimental to formation of a durable paint film.

- **SURFACE PREPARATION**
General: Perform preparation and cleaning procedures in accordance with paint manufacturer's instructions and as herein specified for each particular substrate condition. Provide barrier coats over incompatible primers or remove and reprime as required. Remove hardware, hardware accessories, machined surfaces, plates, lighting fixtures, and similar items in place and not to be finished painted, or provide surface applied protection prior to surface preparation and painting operations. Clean surfaces to be painted before applying paint or surface treatments

- **APPLICATION**
General: Apply paint in accordance with manufacturer's directions. Use applicators and techniques best suited for substrate and type of material being applied. Apply additional coats when undercoats, stains or other conditions show through final coat of paint, until paint film is of uniform finish, color and appearance.

- **MINIMUM COATING THICKNESS**

Apply materials at not less than manufacturer's recommended spreading rate, to establish a total dry film thickness as indicated or, if not indicated, as recommended by coating manufacturer.

- **CLEAN UP PROTECTION**

During progress of work, remove from site discarded paint materials, rubbish, cans and rags at end of each work day. Upon completion of painting work, clean windows, glass and other paint spattered surfaces. Protect work of other trades, whether to be painted or not, against damage by painting and finishing work. Correct any damage by cleaning, repairing or replacing, and repainting, as acceptable to Owner.

FUTURE WORK/CONTRACTS

Henry County/Public Service Authority (PSA), Henry County Schools and any other affiliation of the County of Henry, reserves the right to negotiate with the awarded vendor for similar or like projects until June 30, 2016 without going through the bid process. However, the awarded vendor and Henry County are not bound to future work/contracts.

BID FORMAT

Lump Sum Price per specifications:

\$ _____

Is an up-to-date copy of the following included with this bid?

- **Henry County business license..... Yes or No**
- **Insurance coverage..... Yes or No**
- **VA Contractors License..... Yes or No**

Vendor Name: _____

Authorized Signature: _____

Date: _____