

Town of Hurley Request for Proposals

Project Description and Preliminary Scope of Work

The Town of Hurley (TOWN) located in Ulster County NY is soliciting proposals from qualified professionals for energy efficiency upgrades the former Hurley Public Library which is now TOWN owned.

Scope of Work

Professional will Perform Energy Efficiency upgrades at the former Hurley Public Library, a 22' x 30' frame building listed on the National and State Historic Landmark Register, to: - Remove the acoustic tiles and drywall from the second floor ceiling and walls, - Install 3" double foil faced polyisocyanurate board to the underside of the sloped roof and walls and air seal at the seams with caulk; - Air seal the top plates with caulk; - Install a heavy mil vapor in the crawlspace; - Air seal and insulate the rim joist and/or sill plate with polyisocyanurate board with seams caulked and foil taped or high density closed cell spray foam to a minimum depth of 3" for R-21; - Install breathable netting the bottom of the floor joists and fill with professional grade cellulose treated with 20% sodium borate; - Install R-7 pipe wrap on all plumbing; - Install Ductless Air Source Heat Pump on each floor

Payment Schedule

Payment shall be made in one lump sum payment after work is complete and payment invoice is approved by the Town Board at its monthly meeting.

Submittal Content

The proposal must be organized in sections containing the following information:

- **Description of Company.** Provide the qualifications and address of the main office(s) for legal purposes and the address of the office(s) that will manage the project.
- **Insurance.** The TOWN will require proof of contractor's insurance and worker's compensation, as needed and if selected, the contractor must provide proof that the Town of Hurley has been added as an additional insured.
- **Personnel.** Submittals must identify a proposed project manager, who would be responsible for the day-to-day management of project tasks and would be the primary point of contact with your company.
- **Project Services and Cost.** The applicant shall state the proposed services and the full cost of undertaking the proposed services.

Additional Information

Questions regarding the project and site visit scheduling should be directed to:

Melinda McKnight, Supervisor
 Town of Hurley, PO Box 569, Hurley, NY 12443
 Email: supervisor@townofhurley.org

Submittal Deadline

Proposals should be sent to the Hurley Town Supervisor via email at supervisor@townofhurley.org or mailed to the Town of Hurley, Supervisor's Office, PO Box 569, Hurley, NY 12443. Proposals must be received no later than 1 p.m. on September 20 after which time the proposals will be reviewed. **Proposals received after the deadline will not be considered.**

Selection Process

The TOWN reserves the right to award the contract to the proposer presenting the best value. The TOWN may negotiate with one or more proposers. No proposer shall have any rights against the TOWN arising from such invitation or negotiations. The TOWN reserves the right to reject any and all of the proposals submitted in response to this RFP.

Article 8 NYS Labor Law

All work is subject to prevailing wages. The prevailing wage schedule can be viewed on the NYS Dept. of Labor website: <https://apps.labor.ny.gov/wpp/publicViewPWChanges.do?method=showIt>

Equal Opportunity/ Affirmative Action Employer

All qualified consultants will receive consideration without regard to race, color, religion, creed, sex, age, or national origin.