**Scope of Work:**

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. 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, 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.

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.

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:**

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. 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. 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. 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. 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.

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.

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, 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.

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

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, Contractor shall verify all measurements in the field.

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.

Contractor shall install Metal Corrugated 24 gauge roof.

Metal roof shall be installed with nails. Nails shall be covered with silicone.

(1)-Contractor shall remove and replace ridge cap-metal roofing.

(2)-Contractor shall remove and replace wall/roof panel-corrugated-24 gauge metal roof.

(3)-Contractor shall remove and replace gable trim for metal rooding-26 gauge.

(4)-Contractor shall remove and replace exterior wall pack-sodium-250 watt.

(5)-Contractor shall remove and replace neoprene pipe jack flashing (match existing) for metal roofing.

(6)-Contractor shall remove and replace fascia-2"x10"-softwood-re-sawn.

**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.

(7)-Contractor shall provide and install rafters - 2x10- 16" on-center (OC) (3-5/12 gable, -per square foot of floor); QTY-292.20 Square Feet.

(8)- Contractor to provide Gable trim for metal roofing - 26 gauge; QTY – 28.33 Square Feet.

(9)- Contractor to provide 1"x4" lumber (.333 board foot per linear foot); QTY – 192 Linear Foot.

(10)- Contractor to provide pitch transition flashing for metal roofing-26 gauge; QTY- 24 Linear Foot.

(11)- Contractor to provide wall/roof panel-corrugated-24 gauge; QTY – 294.20 Square 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)-Contractor shall remove laminated-composition shingle roofing with felt. Existing roof 22.82 Square Feet.

(2)-Contractor shall provide Laminated-composition shingle roofing with felt; QTY – 22.82 Square Feet.

(3)-Contractor shall provide Asphalt starter-universal starter course; QTY – 191.52 Linear Feet.

(4)-Contractor shall remove and replace hip / ridge cap-high profile-composition shingles; QTY-44.67 Linear Feet.

(5)-Contractor shall remove and replace Flashing-pipe jack –match existing; OTY- One each.

(6)-Contractor shall remove and replace chimney flashing- average (32"x36")-match existing.

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.

(8)-Contractor shall remove 3 tab-25 yard-composition shingle roofing include felt.

(9)-Contractor to provide 3 tab-25 yard-composition shingle roofing include felt.

(10)-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)-Contractor shall remove and replace steeple-Wood (Unit cost includes steep and painting). Contractor to apply two coats of primer and two coats of white exterior latex paint.

(2)-Haul debris-per pickup truck load-including dump fees.

**Deteriorated Decking:**

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).

Contractor shall ensure full protection of work and materials. Materials shall be covered

from the weather.

Products shall be delivered to the job site in the manufacturer’s original container, with labels

intact and legible.

Contractor shall maintain packaged materials with unbroken packing and labels intact until time of use.

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.

General Contractors shall be responsible for all coordinating and scheduling the work of

subContractors.

Contractors shall have all materials onsite for inspection before work commences.

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.

Contractors shall erect barriers as required to protect workers and the public.

The work area shall be routinely cleaned and free from any trash and debris at all times.

Contractor shall not allow trash and debris to accumulate, Contractors shall promptly remove from the site daily.

The Contractor shall dispose of all trash and debris.

Contractor shall return soil to existing condition if damaged from construction.

All Contractors’ 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:**

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.

Site contact is Robert Adams at 318-632-2020 or [robert.adams@sos.la.gov](mailto:robert.adams@sos.la.gov)