

**INVITATION TO BID**  
**CITY OF WEATHERFORD**  
**REMODELING OF CITY HALL BUILDING**

Notice is hereby given that the City of Weatherford is now seeking for bids for remodeling of City Hall Building. All bids must be sealed and clearly marked **BID# 2016-009 SEALED BID – REMODELING OF CITY HALL BUILDING** and returned to the Chief Financial Officer's Department, 303 Palo Pinto Street, Weatherford, Texas 76086, prior to 2:00 p.m. on Tuesday, February 23, 2016. The bid will be publicly opened and read aloud at 2:00 PM in the City Council Chambers. The City of Weatherford reserves the right to reject any or all bids received.

A pre-bid meeting will be held for this project at 2:00 p.m. on Monday, February 15, 2016 in the City Council Chambers, 303 Palo Pinto Street, Weatherford, Texas.

Plans and specifications are available at City Hall and if any questions, please contact Ken Bean at 817-598-4212.

A bid bond, in the amount of five percent (5%) of the bid, issued by an acceptable surety, shall be submitted with each bid.

**BID INVITATION**  
(THIS IS NOT AN ORDER)

FROM: FINANCE DEPARTMENT  
CITY OF WEATHERFORD  
P.O. BOX 255

WEATHERFORD, TX. 76086  
(817)598-4232

DATE: FEBRUARY 8, 2016  
BID NUMBER: 2016-009  
BID TITLE: REMODELING OF CITY HALL  
BUILDING  
BID OPENING: 2:00 P.M., FEBRUARY 23, 2016

TO:

SEALED BIDS/PROPOSALS FOR THE ITEMS SPECIFIED WILL BE RECEIVED AT THE OFFICE OF THE CHIEF FINANCIAL OFFICER, 303 PALO PINTO STREET, WEATHERFORD, TEXAS 76086 UNTIL:

**2:00 P.M., TUESDAY, FEBRUARY 23, 2016**

**GENERAL CONDITIONS OF BIDDING - READ CAREFULLY. FAILURE TO COMPLY WITH THESE CONDITIONS MAY RESULT IN THE REJECTION OF YOUR BID AT THE DISCRETION OF THE CITY.**

1. SEALED BIDS/PROPOSALS MUST BE RECEIVED ON THE ATTACHED BID SUBMITTAL FORM, PRIOR TO OPENING DATE AND TIME TO BE CONSIDERED. LATE PROPOSALS WILL BE RETURNED, UNOPENED.
2. **BIDS SHALL BE PLAINLY MARKED AS TO THE BID NUMBER, NAME OF BID, AND OPENING DATE ON THE OUTSIDE OF A COMPLETELY SEALED ENVELOPE, AND MAILED OR DELIVERED TO THE FINANCE DEPARTMENT, CITY OF WEATHERFORD, P.O. BOX 255, 303 PALO PINTO STREET, WEATHERFORD, TEXAS 76086.**
3. ANY SUBMITTED ARTICLE DEVIATING FROM THE SPECIFICATIONS MUST BE IDENTIFIED AND HAVE FULL DESCRIPTIVE DATA ACCOMPANYING SAME, OR IT WILL NOT BE CONSIDERED.
4. ALL MATERIALS ARE TO BE QUOTED FOB WEATHERFORD, TEXAS, DELIVERED TO CITY FACILITY ON EAST OAK STREET, OR AS OTHERWISE INDICATED.
5. UNLESS OTHERWISE NOTED ON THE BID, ALL PRICES FOR ANNUAL BIDS SHALL REMAIN FIXED FOR THE TIME PERIOD SPECIFIED ON THE BID SUBMITTAL FORM.
6. IN CASE DEFAULT BY BIDDER AFTER BID ACCEPTANCE, THE CITY OF WEATHERFORD MAY, AT ITS OPTION, HOLD THE ACCEPTED BIDDER OR CONTRACTOR LIABLE FOR ANY AND ALL RESULTANT INCREASED COSTS TO THE CITY AS A PENALTY FOR SUCH DEFAULT.
7. THE CITY OF WEATHERFORD RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, TO WAIVE ALL INFORMALITIES AND REQUIRE THAT SUBMITTED BIDS REMAIN IN FORCE FOR A SIXTY (60) DAY PERIOD AFTER OPENING OR UNTIL AWARD IS MADE, WHICHEVER COMES FIRST.
8. THE QUANTITIES SHOWN MAY BE APPROXIMATE AND COULD VARY ACCORDING TO THE REQUIREMENTS OF THE CITY OF WEATHERFORD THROUGHOUT THE CONTRACT PERIOD.
9. THE ITEMS ARE TO BE PRICED EACH NET. PACKAGING OR SHIPPING QUANTITIES WILL BE CONSIDERED.

10. ANY ATTEMPT TO NEGOTIATE WITH THE CITY OF WEATHERFORD OR ITS REPRESENTATIVES PRIOR TO AWARD, OR GIVE FALSE INFORMATION ON THE CONTENTS OF THIS BID SHALL BE GROUNDS FOR DISQUALIFICATION.
11. THE CITY OF WEATHERFORD IS EXEMPT FROM ALL SALES AND EXCISE TAXES. (ARTICLE 20.04B)
12. ANY CATALOG OR MANUFACTURERS REFERENCE IN THIS INVITATION TO BID IS DESCRIPTIVE, BUT NOT RESTRICTIVE, AND IS USED ONLY TO INDICATE TYPE AND GRADE UNLESS OTHERWISE STATED.
13. FURNISH SPECIFICATIONS AND DESCRIPTIVE LITERATURE ON ALL ITEMS BID.
14. IN THE EVENT A NO-BID IS TO BE SUBMITTED, NOTE SAME ON INVITATIONS AND RETURN WITH THE GENERAL PROVISIONS INCLUDED HEREIN.
15. THE CITY OF WEATHERFORD RESERVES THE RIGHT TO AWARD BY ITEM OR TOTAL BID AND TO WAIVE ANY FORMALITIES AND TECHNICALITIES.
16. CASH DISCOUNTS WILL BE CALCULATED FROM DATE COMPLETE SHIPMENT OF ORDER IS RECEIVED, OR DATE INVOICE IS RECEIVED BY THE CITY, WHICHEVER IS LATER. PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES AND DELIVERY TICKETS.
17. PAYMENT FOR MATERIAL OR SERVICES WILL BE MADE ONLY AFTER COMPLETION OF ORDER HAS BEEN RECEIVED BY THE CITY, AND AFTER THE USING DEPARTMENT HAS CERTIFIED RECEIPT OF MATERIAL OR SERVICES, AND VERIFIED THAT THE MATERIAL OR SERVICE IS IN ACCORDANCE WITH THE BID SUBMITTED.
18. A BID CALCULATED ON AN "ALL OR NONE" BASIS, MUST BE SO STATED ON THE BID.
19. THE CITY OF WEATHERFORD RESERVES THE RIGHT TO CANCEL ANY CONTRACT AWARDED FROM THIS BID WITH 30 DAYS WRITTEN NOTICE TO THE SUCCESSFUL BIDDER IF CITY DISCOVERS SUB-STANDARD MATERIALS OR SERVICE NOT MEETING BID SPECIFICATIONS, OR THE PRICING OF SERVICES OR MATERIALS ARE NO LONGER IN THE BEST INTEREST OF THE CITY OF WEATHERFORD.
20. ALL BIDS CALLING FOR LABOR AND MATERIALS FURNISHED BY THE BIDDER MUST BE BID AS SEPARATE AMOUNTS, SO SPECIFIED, FOR TAX AND ACCOUNTING PURPOSES. MATERIALS WHICH ARE INCORPORATED INTO OR BECOMES PART OF THE PROJECT ARE EXEMPT FROM SALES TAX. THE CONTRACT OR PURCHASE ORDER WILL SO REFERENCE THESE AMOUNTS. THE CONTRACTOR IS EXPECTED TO EXECUTE A RESALE CERTIFICATE INSTEAD OF PAYING THE SALES TAX AT THE TIME OF THE PURCHASE. THE CITY OF WEATHERFORD WILL ISSUE AN EXEMPTION CERTIFICATE FOR THE MATERIALS AS LONG AS THEY ARE A PART OF THE FINISHED PROJECT.
21. BIDDER SHALL STATE DELIVERY TIME IN "DAYS" AFTER RECEIPT OF ORDER.
22. BIDDER SHALL FURNISH AS A PART OF THE SEALED BID, A DETAILED STATEMENT OF WARRANTY.
23. IN THE EVENT OF A TIE BID FOR IDENTICAL MATERIALS BID AT IDENTICAL PRICES, THESE GENERAL CONDITIONS OF BIDDING WILL BE EVALUATED FOR COMPLIANCE AND WILL BE USED TO BREAK THE TIE. IN THE EVENT OF A COMPLETE AND TOTAL
24. THIS CONTRACT WILL BE AWARDED EITHER TO THE LOWEST RESPONSIBLE BIDDER OR TO THE BIDDER WHO PROVIDES GOODS OR SERVICES AT THE BEST VALUE FOR THE MUNICIPALITY IN ACCORDANCE WITH CHAPTERS 252 AND 271 OF THE TEXAS LOCAL GOVERNMENT CODE.

## BID SUBMITTAL FORM

(THIS IS NOT AN ORDER)

FINANCE DEPARTMENT  
CITY OF WEATHERFORD  
P.O. BOX 255

WEATHERFORD, TEXAS 76086

DATE: FEBRUARY 8, 2016  
BID NUMBER: 2016-009  
BID TITLE: REMODELING OF CITY HALL  
BUILDING  
BID OPENING: 2:00 P.M., FEBRUARY 23, 2016

PLEASE QUOTE PRICES FOR THE ARTICLES OR SERVICES BELOW. THE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ALL OR ANY PART OF YOUR OFFER, AND TO ACCEPT THE OFFER THE CITY CONSIDERS THE MOST ADVANTAGEOUS. BY SUBMITTING THIS BID THE UNDERSIGNED HEREBY CERTIFIES THAT SAID BID HAS BEEN INDEPENDENTLY ARRIVED AT AND THAT PRICE, TERMS OR CONDITIONS APPEARING OR APPLICABLE HERETO, HAVE NOT AND WILL NOT BE DISCLOSED BY OR ON BEHALF OF THE BIDDER OR COMPETITOR. ANY SUGGESTIONS AS TO QUANTITY TO SECURE A BETTER PRICE IS WELCOME. ADDRESS CORRESPONDENCE TO THE CITY OF WEATHERFORD FINANCE DEPARTMENT, 303 PALO PINTO STREET, WEATHERFORD, TEXAS, 76086.

THE UNDERSIGNED HAS THOROUGHLY EXAMINED THE SPECIFICATIONS AND UNDERSTANDS THE AMOUNT OF WORK TO BE DONE, AND HEREBY PROPOSES TO DO ALL THE WORK AND FURNISH ALL LABOR, EQUIPMENT AND MATERIALS NECESSARY TO FULLY COMPLETE THE WORK AS PROVIDED IN THE SPECIFICATIONS AND SUBJECT TO THE INSPECTION AND APPROVAL BY THE CITY. TOTAL QUANTITIES GIVEN IN THE BID PROPOSAL MAY NOT REFLECT ACTUAL QUANTITIES. SUCH GUARANTEES ARE GIVEN FOR THE PURPOSE OF BIDDING ON AND AWARDING THE CONTRACT AND THE CITY OF WEATHERFORD SHALL NOT BE BOUND TO PURCHASE ANY PARTICULAR QUANTITY. PRICES SHALL BE FIRM UNTIL PROJECT IS COMPLETED.

SUCCESSFUL BIDDER WILL BE REQUIRED TO PROVIDE INSURANCE AS REQUIRED BY THE CITY OF WEATHERFORD:

- A. **COMPREHESIVE GENERAL LIABILITY:** INSURANCE IN THE AMOUNT OF \$1,000,000.00 WHICH INCLUDES THE FOLLOWING:
  - 1. PREMISES-OPERATIONS (INCLUDING X-C-U)
  - 2. OWNER'S AND CONTRACTOR'S PROTECTION.
  - 3. PRODUCTS AND COMPLETED OPERATIONS.
  - 4. CONTRACTUAL-INLCUDING SPECIFIED PROVISIONS FOR THE SUBCONTRACTOR'S OBLIGATION.
  - 5. OWNER, NON-OWNED AND HIRED MOTOR VEHICLES.
- B. **WORKERS' COMPENSATION:** STATUTORY EMPLOYER'S LIABILITY-\$1,000,000.00 AND SHALL INCLUDE:
  - 1. PUBLIC LIABILITY PER PERSON PER OCCURRENCE
    - a. BODILY INJURY \$1,000,000.00 \$1,000,000.00
    - b. PROPERTY DAMAGE \$1,000,000.00
  - 2. ENDORSED WITH A WAIVER OF SUBROGATION IN FAVOR OF THE CITY OF WEATHERFORD.
- C. **AUTOMOBILE LIABILITY:**
  - 1. COMBINED SINGLE LIMITS OF AT LEAST \$1,000,000.00
- D. INCLUDE AN ENDORSEMENT BLANKET WAIVER OF SUBROGATION IN FAVOR OF THE CITY OF WEATHERFORD.
- E. THE CITY OF WEATHERFORD MUST BE ADDED TO THE CERIFICATE OF INSURANCE AS ADDITIONAL INSURED.

**PLEASE SEE ATTACHED SPECIFICATIONS**

**TOTAL PRICE OF REMODELING OF CITY HALL BUILDING:**

**\$\_\_\_\_\_**

THE UNDERSIGNED HEREBY OFFERS TO FURNISH AND DELIVER THE ARTICLES OR SERVICES AS SPECIFIED ABOVE AT THE PRICES AND TERMS STATED AND IN STRICT ACCORDANCE WITH THE SPECIFICATIONS AND GENERAL CONDITIONS OF BIDDING, ALL OF WHICH ARE MADE A PART OF THIS OFFER. THIS OFFER IS NOT SUBJECT TO WITHDRAWAL.

\_\_\_\_\_  
COMPANY OR INDIVIDUAL

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHONE NUMBER

## Outline Specifications

Renovations to the Weatherford City Hall  
Municipal Courts & Customer Service Areas

February 2, 2016



Robert A. Stuckey, Architect  
Texas #9093

### Division 1: Description

This project consists of the demolition and reconstruction of specific areas in the Municipal Court and Customer Service areas of the Weatherford City Hall.

**Municipal Court Area:** Renovation of the Court Clerk area installing new drywall, finishes, flooring doors and impact resistant pay windows. These areas shall be TAS (ADA) compliant.

**Customer Service Area:** Renovation of the Customer Service area with new service counters, aluminum storefront framing and glass, flooring, base, drywall and ceilings.

### Division II: Specifications

**01000 Demolition and Protection:** This project shall be constructed around and with the ongoing business of the City of Weatherford. The contractor shall provide a phasing and protection plan for the construction of all parts of this project. This plan shall be reviewed and approved by the Owner and Architect prior to the start of the work. This plan shall address the protection of the existing property from dust and debris. A specific phasing of the project shall be provide that will allow the continued business of the City.

**06100 Rough Carpentry:** Provide all wood, nails, bolts and screws for a complete framing system.

**06410 Architectural Millwork:** All new millwork shall match the existing adjacent millwork in wood type, finish and pattern. The millwork trade contractor shall verify and match. All interior finishes shall be prefinished melamine.

**Hardware:**

1. All cabinet hinges shall be:
  - a. 3/4" thick doors - 1 pr. Stanley 332 US26D.
  - b. 1-3/8" thick doors - 1 pr. Stanley 342 US26D. 1 Stanley intermediate 321 US26D.
2. All pulls for each door and drawer shall be Stanley 4483 x US28.
3. All magnetic catches for doors shall be:
  - a. 3/4" thick doors - Hager 1437.
  - b. 1-3/8" thick doors - Ives 327-A69.
4. All cabinet locks (where indicated on drawings) shall be Corbin 0737 US26D x wood thickness with 2540 strike.
5. All drawer guides shall be - KV 1300.
6. Adjustable shelf hardware:
  - a. Cabinets - KV 255 and standards. KV and shelf supports.
  - b. Storage and closet shelves - KV 80 and standards. KV 180 and 10" brackets.

**Countertops:** All countertops shall be plastic laminate to match existing or as selected by the owner.

**07213 Insulation:** All new walls shall be insulated with a fiberglass batt insulation equal in thickness to the stud width.

**07900 Sealants and Caulking:** All joints shall be caulked with a paintable latex sealant.

**08100 Hollow Metal Frames:** All hollow metal frames shall match existing door frames and shall be 16 gage steel. All frames shall be fully welded and be primed and cleaned for installation.

**08211 Flush Wood Doors**

**Doors:** All new doors shall be prefinished solid core doors with wood veneer to match the existing doors in the building. The contractor shall submit actual door samples for verification to the owner.  
**Doors shall be equal to VT Architectural Wood Doors, Mansfield Architectural Wood Doors or equal.**

**08410 Aluminum Doors and Frames:**

**Frames:** All aluminum frames and door assemblies shall be equal to Kawneer 190 series or better.  
All frames shall be a dark bronze color.

**Glazing:** All glazing shall be clear float or clear tempered glass as specified on the drawings.

**08420 Impact Resistant Glass:** The impact resistant glass shown in the Municipal courts area shall be a UL Level I impact resistant, 1.25" thick polycarbonate glazing as scheduled on the drawings.

**08710 Hardware:** All hardware shall match the existing hardware. Verify Verify  
Reference the drawings for the generic hardware schedule.

**09260 Drywall Systems:** All new walls shall be fabricated from 3-5/8" x 24 ga metal studs, set at 16" o.c. with 5/8" gypsum board on each side.

**09530 Suspended Ceiling:** All new suspended ceiling systems shall match the existing ceilings. Modification and extension of an existing system shall be continuous and seamless. Ceiling tiles shall match the existing tiles exactly.

**09680 Carpet:** Carpet shall be L. D. Brinkman "Pinnacle" or equal. Carpet shall match the existing carpet as directed by the owner. Carpet construction shall be one-level loop, continuous filament delustered nylon, 1/8" machine gauge, 10.5 stitches per inch, 28 ounces pile weight per square yard, finished pile height 13/64". Backing shall be unitary, non-woven, polypropylene with special copolymer adhesive at a coating weight designed to produce a 20 pound tuft bind rating when tested in accordance with ASTM-D 1335; total weight shall be 64 ounces per square yard. Width shall be 12'. Color shall be as selected by the owner.

**09651 Rubber Base:** Rubber Base shall be 4" tall standard rubber base, color as selected by the owner.

**09900 Painting:**

Paint: All new and modified gypsum board walls and ceilings shall receive 3 coats of latex wall paint equal to Sherwin Williams.

Texture: All new and modified walls shall receive a spray applied gypsum texture to match the existing wall texture. New and existing adjoining walls shall be blended to match.

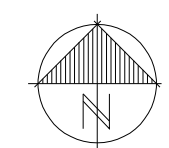
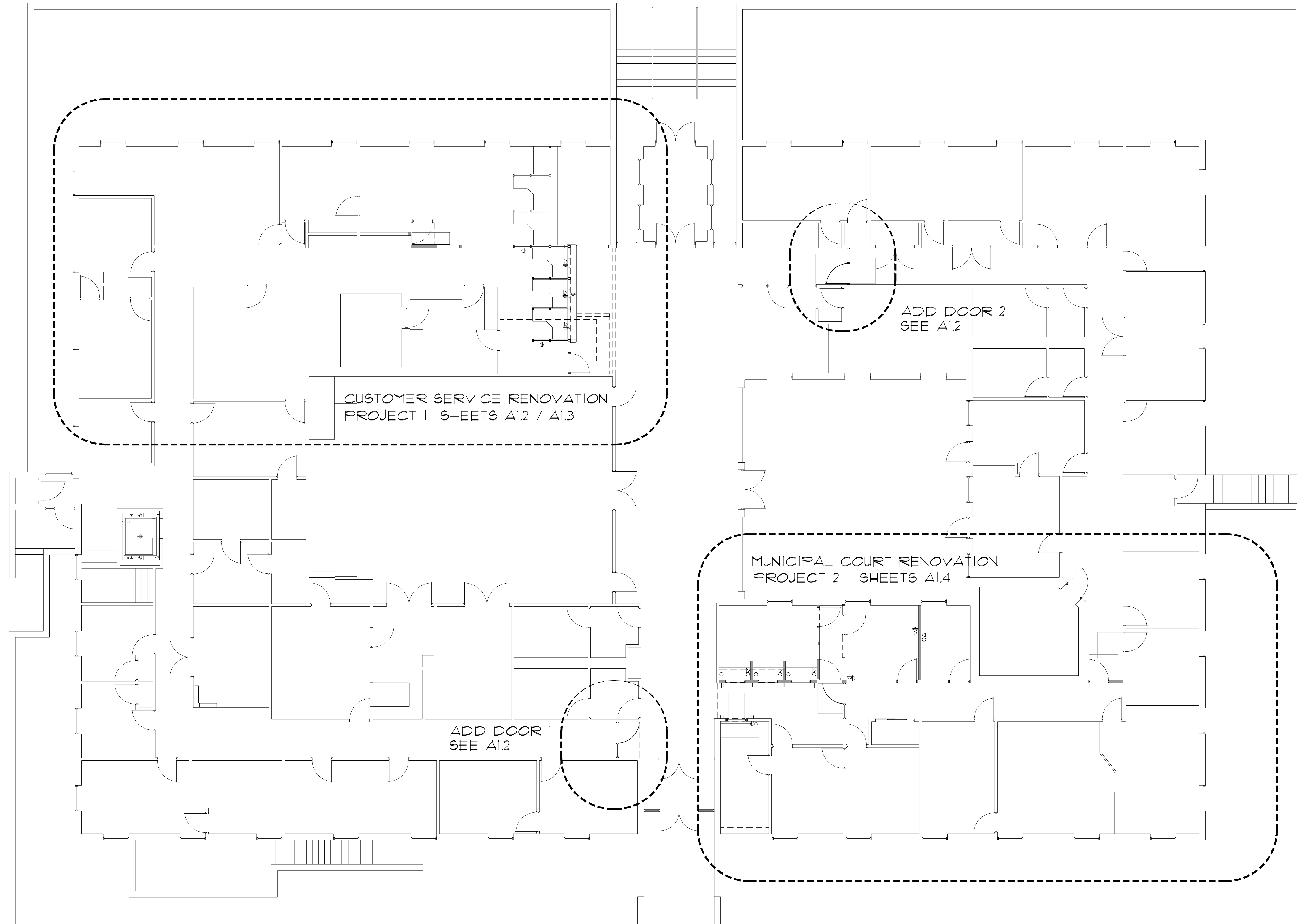
New and Existing Walls: Any existing wall that is modified or painted shall be painted in full.

**15010 HVAC:** All HVAC systems shall be design-build. The HVAC trade contractor is responsible to provide all electrical engineering for this project.

**16010 Electrical:** All electrical systems shall be design-build. The electrical trade contractor is responsible to provide all electrical engineering for this project.

End Outline Specifications





OVERALL FLOOR PLAN  
SCALE: 1/8"=1'-0"

# STUCKEY ARCHITECTS

ARCHITECTURE PLANNING INTERIORS  
208 N. MAIN STREET, SUITE 140  
WEATHERFORD, TEXAS 76086  
TELEPHONE (817) 341-0754  
FAX (817) 341-0755  
EMAIL: RASTUCKEY@STUCKEYARCHITECTS.COM



JULY 8, 2015  
ROBERT A. STUCKEY  
ARCHITECT: TEXAS 13093

REVISED

## RENOVATIONS TO THE WEATHERFORD CITY HALL

CITY OF WEATHERFORD  
FORT WORTH HIGHWAY & SANTE FE DRIVE  
WEATHERFORD, TEXAS

### OVERALL FLOOR PLAN

- REVISIONS
- 9-15-15 REVISED MUNICIPAL COURT - TRANSACTION WINDOWS
  - 10-21-15 REVISED DOORS 142

DRAWN BY: RAS PROJ. MGR.: RAS  
DATE: JULY 8, 2015 PROJ. NO:

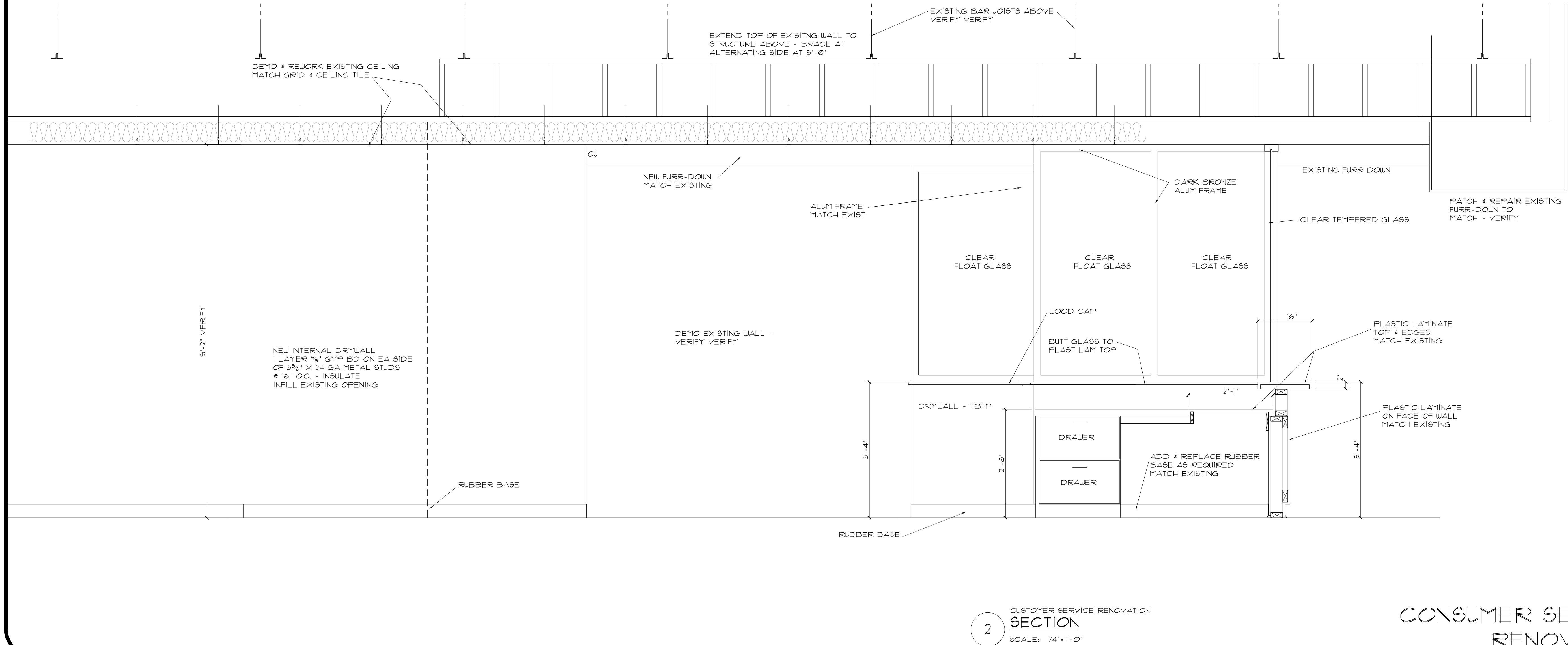
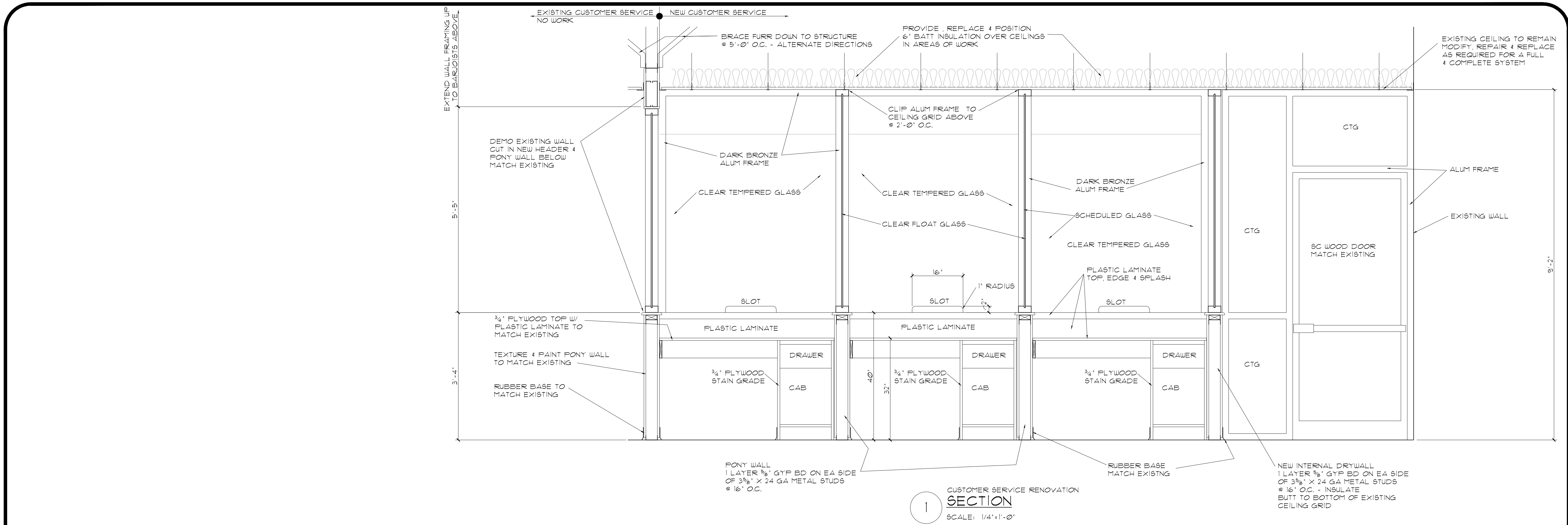
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SHEET  
1 OF 5

RENOVATIONS TO WEATHERFORD CITY HALL

<div><div>STUCKEY ARCHITECTS</div><div>ARCHITECTURE PLANNING INTERIORS 208 N. MAIN STREET, SUITE 140 WEATHERFORD, TEXAS 76086 TELEPHONE (817) 341-0754 FAX = (817) 341-0755 EMAIL: RASTUCKEY@STUCKEYARCHITECTS.COM</div><div><div>JULY 8, 2015 ROBERT A. STUCKEY ARCHITECT, TEXAS #9093</div></div></div>										
<div>REVISIONS</div> <table><tr><td></td><td>9-15-15 REVISED MUNICIPAL COURT - TRANSACTION WINDOWS</td></tr><tr><td></td><td>10-27-15 REVISED DOORS 142</td></tr></table>				9-15-15 REVISED MUNICIPAL COURT - TRANSACTION WINDOWS		10-27-15 REVISED DOORS 142				
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<div>CUSTOMER SERVICE</div> <table><tr><td>DRAWN BY:</td><td>RA5</td><td>PROJ. MGR.:</td><td>RA5</td></tr><tr><td>DATE:</td><td>JULY 8, 2015</td><td>PROJ. NO:</td><td></td></tr></table>			DRAWN BY:	RA5	PROJ. MGR.:	RA5	DATE:	JULY 8, 2015	PROJ. NO:	
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CONSUMER SERVICE RENOVATION

## STUCKEY ARCHITECTS

ARCHITECTURE PLANNING INTERIORS  
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JULY 8, 2015  
ROBERT A. STUCKEY  
ARCHITECT: TEXAS 9093

REVISED

# RENOVATIONS TO THE WEATHERFORD CITY HALL

WEATHERFORD, TEXAS

CITY OF WEATHERFORD

FORT WORTH HIGHWAY & SANTE FE DRIVE

## CUSTOMER SERVICE SECTIONS

REVISIONS  
9-15-15 REVISED MUNICIPAL COURT - TRANSACTION WINDOWS  
10-21-15 REVISED DOORS 142

DRAWN BY: RAS PROJ. MGR.: RAS  
DATE: JULY 8, 2015 PROJ. NO:

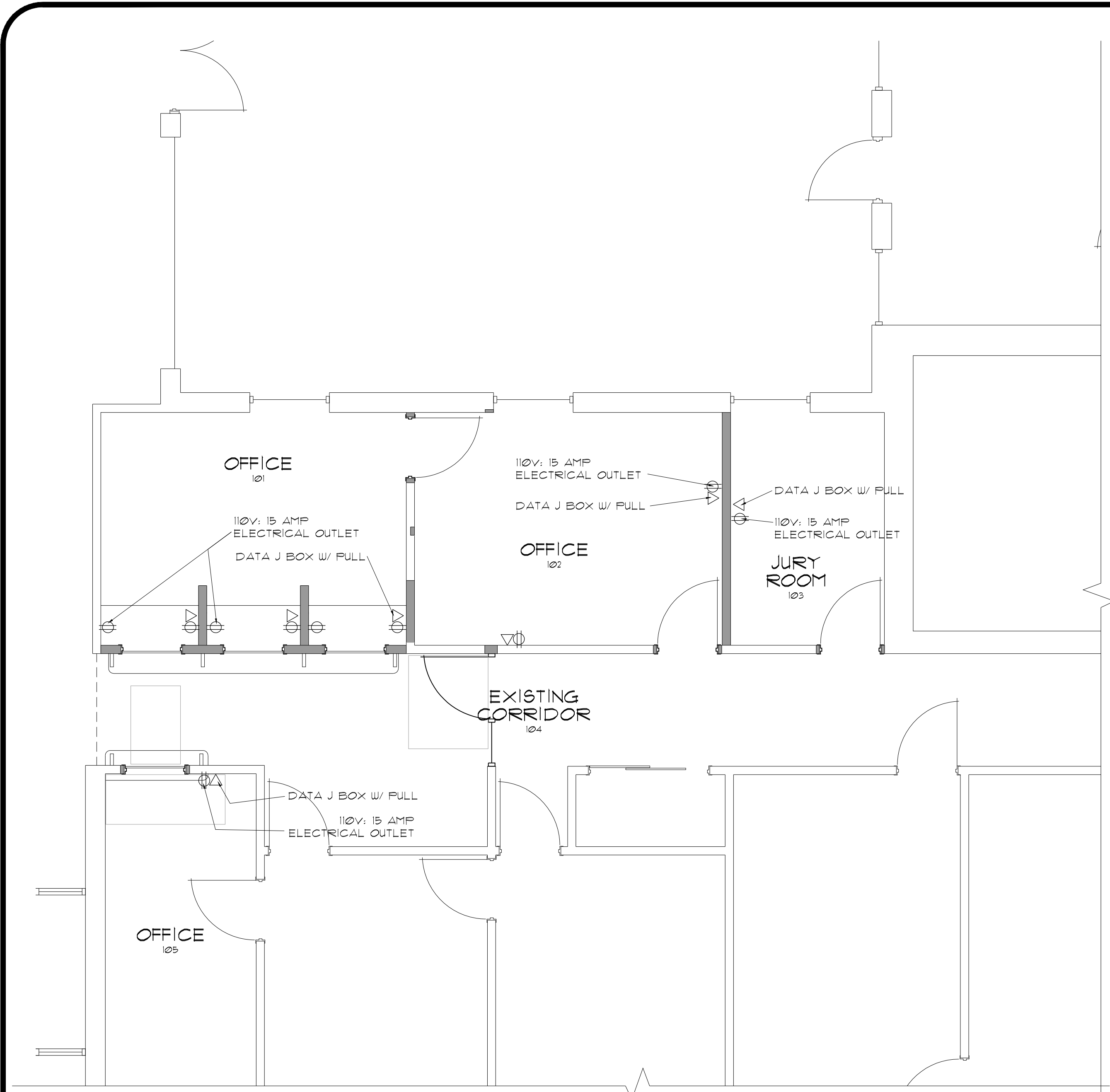
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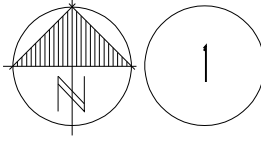
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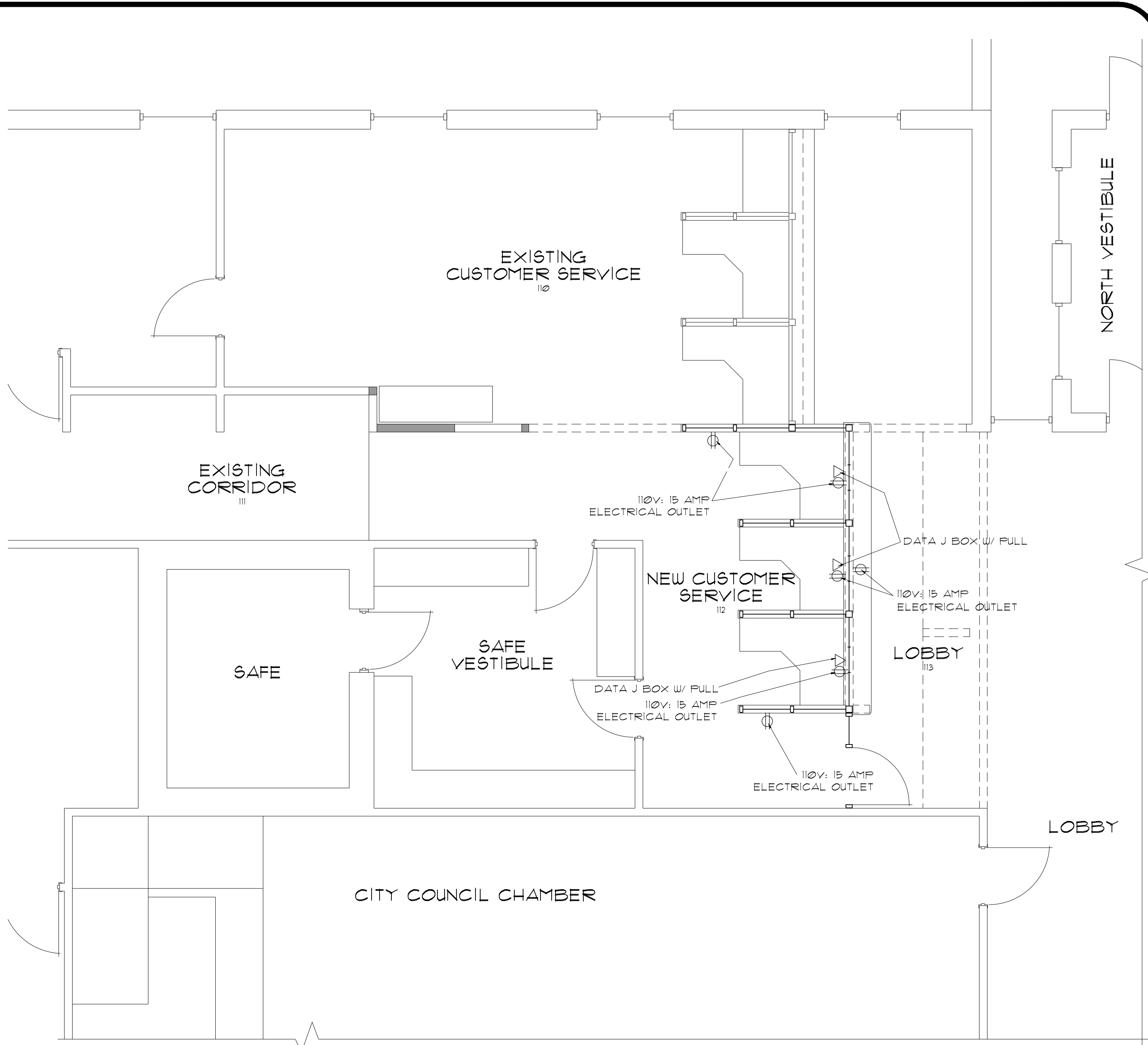
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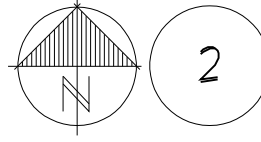
RENOVATIONS TO WEATHERFORD CITY HALL





 CUSTOMER SERVICE RENOVATION  
**POWER PLAN**  
SCALE: 1/4"=1'-0"



 CUSTOMER SERVICE RENOVATION  
**POWER PLAN**  
SCALE: 1/4"=1'-0"

**ELECTRICAL - DESIGN BUILD**

THE PURPOSE OF THIS DIAGRAM IS TO SHOW THE FIXTURE TYPES AND OUTLET LOCATIONS FOR THIS PROJECT. THE ELECTRICAL TRADE CONTRACTOR IS RESPONSIBLE UNDER HIS LICENSE TO SIZE AND LOCATE ALL CIRCUITS AS REQUIRED BY THE 2008 NEC.

**MUNICIPAL COURT  
CONSUMER SERVICE  
RENOVATION**

**STUCKEY  
ARCHITECTS**

ARCHITECTURE PLANNING INTERIORS  
208 N. MAIN STREET, SUITE 140  
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JULY 8, 2015  
ROBERT A. STUCKEY  
ARCHITECT, TEXAS 9093

REVISED

**RENOVATIONS TO THE  
WEATHERFORD CITY HALL**

**CITY OF WEATHERFORD**  
FORT WORTH HIGHWAY & SANTE FE DRIVE  
WEATHERFORD, TEXAS

**ELECTRICAL - MUNICIPAL  
COURT/CONSUMER SERVICE**

- REVISIONS**
- 9-15-15 REVISED MUNICIPAL COURT - TRANSACTION WINDOWS
  - 10-21-15 REVISED DOORS 142

DRAWN BY: **RAS** PROJ. MGR.: **RAS**  
DATE: JULY 8, 2015 PROJ. NO:

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5 OF 5

RENOVATIONS TO WEATHERFORD CITY HALL