

Statement of Work for the Tomahawk Presbyterian Church Narthex and Front Entryway

The Tomahawk Presbyterian Church in Hedgesville, WV intends to renovate the Narthex (vestibule) to make it more inviting, to improve the front entryway to make it more welcoming and safer, to add/replace sidewalks on both sides of the Sanctuary and to make related repairs. Qualified contractors are invited to bid on the following statement of work:

Narthex: Reroute all electrical wiring so it is behind the surface and add a new 20 amp circuit from the main circuit breaker for an electrical outlet on each side of the Narthex, and add a separate circuit and a 1000 Watt, 4-foot baseboard heater with integral thermostat. Install a new ceiling light fixture to be provided by the Church or reuse the existing fixture. Install drywall on walls and ceiling and paint all with a primer and two coats of paint (color and texture to be selected by the Church). The ceiling may be horizontal as at present, but if it is feasible the Bidder propose an option for an A-shaped cathedral ceiling at additional cost. The ceiling shall have an access panel and a passage for the bell rope. The ceiling shall be insulated with at least 3 ½ inch fiberglass batts with vapor barrier. On the left wall install a shelf 10 inches wide, with a row of 20 coat hooks below the shelf. Install baseboard and chair rail matching those in the Sanctuary. Install a weather-and slip-resistant floor covering. The Bidder may propose recommended options for mid-grade ceramic or alternative floor surfaces, each with its associated cost. It may be necessary to level the existing concrete floor before applying the floor covering. Install new exterior doors with suitable hardware and threshold. Specify whether it is proposed to replace the existing door frame. Paint all new wood surfaces inside the Narthex with two coats of semi-gloss white over a primer and repaint all existing wood with one coat.

Entryway: Immediately outside the front doors add a 6-foot square concrete landing at the level of the narthex floor. Replace the existing front steps from the parking lot with concrete steps having a tread of 11 inches and a rise of 7 inches or less. Install decorative iron railings for the landing and steps.

Sidewalks: Replace the existing sidewalk along the right side of the building which leads to the kitchen with a smoothly sloping concrete walk at least 3 feet wide, with a square landing at the level of the kitchen door. Add a sidewalk 3 feet wide from the parking lot to the door on the left side of the building which leads to the Sunday School room, with a landing suitable for wheelchair access into the building from a car on the existing gravel road. Add a sidewalk parallel to the front of the narthex connecting the walks along each side, which also serves as a bottom landing for the steps. All work on the entryway and sidewalks shall conform to the requirements of The Americans With Disabilities Act.

Bell and bell tower: Replace all three sets of louvers in the bell tower. Find and remedy the source of the water leak in or near the bell tower. If there is a source of leak other than the existing damaged louver, repair of this leak will be paid as an additional item on the basis of time and materials, after approval of an estimate by the Session. Repair the existing bell rope or replace with a similar rope. Paint all exterior wood on the narthex and bell tower with two coats of exterior paint.

Additional repairs: Repair the door on the right side of the building leading to the kitchen and the door on the left side leading to the Sunday School room. For each door, this includes: Replace the storm

door and its threshold; replace the threshold of the wood door, paint the door and frame inside and out, and weather strip it.

Terms: The Contractor shall provide all labor and materials to accomplish the above Statement of Work, including any options selected for the ceiling style and type of floor covering. Additional work if necessary to remedy the water leak in the bell tower and any unexpected repairs or additional work will be paid on the basis of actual labor and materials cost but only with advance approval of an estimate by the Session.

Work shall be completed within 60 days of signing of the contract, except for delays due to Acts of God. Payment will be made on the basis of one-third at the beginning of work with the remaining two-thirds (including any additional payment for time and materials) to be paid at full completion.

Proposals and Selection of Contractors: Bids may be submitted by email to tpcusawv@gmail.com or by US mail to PO Box 2204, Hedgesville, WV 25427 and must be received by **March 23, 2018**. Proposals should state the hourly rate(s) in case additional labor is required. Selection of a contractor shall be at the sole discretion of the Session (the governing body) of Tomahawk Presbyterian Church. The Session reserves the right to select any bidder or to reject all bidders, to waive informalities, to select among options proposed by the winning bidder, and to negotiate amendments to the Statement of Work. For each responsible contractor submitting a responsive bid the selection criteria include cost which is a major factor, experience in similar work, and the suitability and attractiveness of the proposed work.

Site Visits: Potential bidders may visit the Church by contacting Roland Gonano at (304) 582 0383 or at rolandgonano@msn.com.

The terms "right" and "left" as used above refer to the building as viewed from the parking lot.