

# Woody Winfree Fire-Transportation Museum & Town Clock Paint Request For Proposals



## Woody Winfree Fire-Transportation Museum & Town Clock Paint Request For Proposals

DATE: August 29, 2022

TO: Qualified Painting Vendors

RE: Request for Proposals - Exterior Painting of the Woody Winfree Fire-Transportation Museum and historic Town Clock

The Museums of Historic Hopkinsville-Christian County is releasing a request for proposals (RFP) to solicit sealed proposals from qualified Vendors who specialize in painting services to furnish all labor, equipment, and materials necessary to re-paint the exterior surfaces of the historic **Woody Winfree Fire-Transportation Museum** located at 310 E 9th Street, Hopkinsville, KY 42240. The Vendor shall have a minimum of 3 years of documentable painting experience and be able to complete the project within 30 days of the executed contract. A copy of the RFP can be obtained by visiting [www.museumsofhopkinsville.org/townclock](http://www.museumsofhopkinsville.org/townclock).

An optional site tour/Q&A session will be held at the Woody Winfree Fire-Transportation Museum on Tuesday, September 6 at 9:00am. Vendors are encouraged to visit the work site in order to familiarize themselves with all existing conditions that may affect the work involved.

Sealed proposals are to be addressed to Alissa Keller, Executive Director, Museums of Historic Hopkinsville-Christian County, 217 E 9th Street, Hopkinsville, KY 42240, and received on or before **Friday, September 16, 2022 at 4:00pm**. Proposals received after this date/time will be returned to sender unopened. Proposals must be sealed and marked "Town Clock Painting RFP" along with the name of the Vendor. Any questions regarding the proposals should be directed in writing to Alissa Keller at [akeller@museumsofhopkinsville.org](mailto:akeller@museumsofhopkinsville.org).

The Museums reserves the right to reject any or all proposals and to waive any irregularity in the proposals. A private bid opening will be held by the Museums of Historic Hopkinsville-Christian County. Proposals are scheduled to be reviewed by members of the Board of Directors on **Wednesday, September 21, 2022**. Respondents will be notified following the approval of the award.

Release of RFP	Monday, August 29, 2022
Optional Site Tour	Tuesday, September 6, 2022 @ 9am
Submittal Deadline	Friday, September 16, 2022 @ 4pm
Intended Vendor Award Notification	Friday, September 23, 2022

Sincerely,  
Alissa Keller  
Executive Director  
Museums of Historic Hopkinsville-Christian County

## SCOPE OF WORK

We hereby submit specifications for painting the Woody Winfree Fire-Transportation Museum including the clock tower, doors, and windows:

1. Provide all labor, materials, and equipment for the prep and painting of all surfaces of the clock tower, doors, and windows including paint and 75 foot articulated lift.
2. Ensure proper procedures for closure of the street as necessary.
3. Scrape and clean surfaces including all four sides and the pyramidal top of the tower. All debris will be removed from the job site and disposed of properly.
4. Additional site preparation including, but not limited to, caulking, priming, or other repairs shall be performed as needed to ensure the utmost quality and integrity of the end product. If surfaces are not in proper condition, Vendor shall contact the Museum's Director to discuss change order prior to repairing or refinishing with work.
5. Painting will consist of the following:
  - a. Sherwin Williams paint: product B54RZ0038 in Soft Red and product B54WZ0401 in Pure White
  - b. Repaint surfaces according to existing color scheme on all surfaces including decorative striping and details on the tower
  - c. Repaint and glaze 15 double-hung windows and 6 clerestory windows.
  - d. Repaint 2 entrance doors and transoms. Reglaze transoms and around window panes in doors as needed.
  - e. Repaint 2 sets of large double doors on the south facade. Reglaze window panes as needed.
6. If awarded the contract, Vendor must provide the following prior to the execution of the contract:
  - a. Current Business License
  - b. Professional Liability Insurance
  - c. Workers Compensation Insurance
  - d. Completed W-9 or 1099 Tax Form

**SUBMITTAL OF PROPOSAL**

We propose to furnish material and labor in accordance with the above specifications for the

sum of \$\_\_\_\_\_.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address, City, State, Zip Code

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name