

La Crosse County

Request for Proposal

Hillview Long Term Care Window Replacement Project

June 27, 2024

FACILITIES DEPARTMENT LA CROSSE COUNTY 212 6th STREET NORTH, ROOM 1800; LA CROSSE WI 54601

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Section 1 - RFP Overview

1.1 Introduction

The objective of this Request for Proposal (RFP) is to select a contractor to replace all the windows at the Hillview Long Term Care Facility. This RFP covers window that are not part of the remodel project being managed by Hoffman. A date has been set for contractors to inspect the existing site.

Section 2 - Proposal Submittal Instructions

2.1 RFP Schedule

The following is a list of the important dates for activities related to the RFP process. The County reserves the right to change these dates and will post the changes on its web site.

Activity	Time	Date
RFP released**		June 27, 2024
Inspection of project area	12:00 p.m.	July 10, 2024
Submission of Proposals	1:00 p.m.	July 23, 2024
Veterans, Aging, and Long Term Care Committee meeting**		Aug 6, 2024
Full County Board Approval		Aug 15, 2024

A tour and inspection of the existing system at the project location will be held at <u>12 pm</u>, on Wednesday, July 10, 2024.

Hillview Health Care Center – meet at the front reception area 3501 Park Lane Drive LaCrosse, WI 54601

**Please note that this is the scheduled date as of the release of this RFP. It is the contractor's responsibility to be aware of Committee Meeting times and dates. This information can be accessed on the County web site at http://www.lacrossecounty.org.

2.2 RFP location

This RFP is posted on the La Crosse County web site. The County reserves the right to amend this RFP at any time. In the event it becomes necessary to amend, alter or delete any part of the RFP, changes to the RFP will be posted on the web site. It is the contractor's responsibility to be aware of amendments that are posted on the web site. The address is: https://lacrossecounty.org/home/business/requests-for-proposals/requests-for-proposals/

2.3 Submission of Questions

Scope of Work Questions:

Ryan Westpfahl, Facilities Department, 608-785-9770 rwestpfahl@lacrossecounty.org **Procurement Process Questions:**

Bryan Jostad, Finance Department, 608-785-5879 bjostad@lacrossecounty.org

2.4 Submission of Proposals

All proposals shall be submitted in complete original form. No faxed or emailed proposals will be accepted. Proposals shall be sealed and marked "Hillview Window Replacement Project". Contractors shall submit two (2) copies in paper format <u>or</u> one (1) copy in paper format and one (1) copy on a jump drive.

Sealed Proposals must be delivered no later than 1:00 pm, July 23, 2024 to:

Ryan Westpfahl Suite 1800, Facilities Department 212 North 6th Street La Crosse, WI 54601

Proposals received after the above date and time will be returned unopened.

Please note that address for submissions of proposals is <u>not</u> the job site location.

2.5 Opening of Proposals

The proposals will be publicly opened at 1:05 pm, July 23, 2024 in the following location:

Facilities Department Suite 1800, 212 North 6th Street La Crosse, WI 54601

At that time, the names of contractors who properly submitted proposals will be announced. Announcement of the names of the contractors who submitted proposals is not a guarantee that the proposals otherwise comply with the specifications of this RFP.

2.6 Other information

Contractors may submit any other information that is not described in this proposal that would be beneficial to the County. If in the contractor's opinion the County has overlooked anything material or relevant, such item(s) may be brought to the County's attention and be included in the proposal.

2.7 Amendments to the RFP

In the event it becomes necessary to amend, alter or delete any part of the RFP, changes to the RFP will be posted on the website. The address is: <a href="https://lacrossecounty.org/home/business/requests-for-proposals-for-proposals/requests-for-proposals-for-proposals-for-

Section 3 - Qualifications

3.1 Contractor Information

- A. Letter of introduction that includes name of contact person and contact information (email address, phone number, etc.). Include qualifications for and experience with projects of similar size.
- B. Office location(s) that would service this proposal.
- C. Proposals should include a brief history and introduction of the company or firm, and the firm's understanding of the services to be performed.

3.2 References

Provide a list of at least three public or private references for whom you have provided products/services like those proposed. References are to include agency name, address, contact person, title, phone number, email address and contract budget amount.

3.3 Insurance

- A. Contractor agrees that in order to protect itself as well as La Crosse County, its officers, Boards, and employees under the indemnity provisions set forth in the paragraph above, contractor will at all times, during the terms of this contract, keep in force insurance policies issued by an insurance company authorized to do business and licensed in the State of Wisconsin. Unless otherwise specified in WI Statutes, the types of insurance coverage and minimum amounts shall be as follows:
 - 1. Workers' Compensation: minimum amount statutory
 - 2. Comprehensive General Liability: \$1,000,000 per occurrence and in aggregate for bodily injury and property damage
 - 3. Excess Liability Coverage: \$1,000,000 over the General Liability
- B. The Purchaser shall be given thirty (30) days advanced written notice of any cancellation or nonrenewal of insurance during the term of this contract. Upon execution of this contract, the contractor will furnish Purchaser with written verification of the existence of such insurance. In the event of any action, suit, or proceedings against Purchaser upon any matter herein indemnified against, Purchaser shall within five (5) working days cause notice in writing thereof to be given to contractor by certified mail, addressed to its post office address. Purchaser shall cooperate with contractor and its attorneys in defense of any action, suit, or other proceedings.

Section 4 - Scope of Work

4.1 Introduction

La Crosse County wishes to have windows replaced as part of the Hillview renovation project. Part of the building will have windows replacement as part of the project managed by Hoffman. This RFP is for the windows outside of that scope. The number of windows for this project is ninety-one (91).

A tour and inspection of the existing structure and project area is scheduled. See Section 2 for date/time.

4.2 Scope of Work

It is the intent of these specifications to remove and replace existing windows as outlined in the Specifications.

Submit shop drawing/product data for approval by owner.

4.3 Specifications

See attachment 1 for specification.

Section 5 - How to respond to this RFP

Proposals submitted in response to this RFP must meet the specifications set forth herein. Proposals must be clear and succinct. Only those Contractors that provide complete information as required will be considered for evaluation. Any major deviation from these specifications will be cause for rejection of the proposal at the County's discretion.

- 1. Contractor shall provide a written response and/or include documentation as specified in Section 3, Qualifications.
- 2. Contractor shall provide a written response and/or include documentation as specified in Section 4, Scope of Work.
- 3. Contractor shall complete and attach Contractor Signature Form.
- 4. Include warranty information.
- 5. Include product literature.
- 6. Refer to Section 2 for Submittal Instructions.

Section 6 - Evaluation of Proposals

Desirable proposals achieve high standards in quality, safety, functionality, appearance, reliability, and maintenance. An evaluation team will review and score each proposal according to the evaluation criteria and point factors listed below.

Evaluation Criteria for Building/Vault/Installation	Points
Specifications	40
Material, durability, and warranty	40
Qualifications of the contractor	40
Price	40
Timeline	40
Total	200

The recommended proposal will be reviewed and approved by the La Crosse County Veterans, Aging, and Long Term Care Committee. The successful proposer will be expected to enter into a written contract with La Crosse County for the purchase and installation of the equipment.

La Crosse County reserves the right to accept or reject any or all proposals or portions thereof without stated cause. La Crosse County shall be free to allocate said proposals in any way most advantageous to the County.

Section 7 - Terms and Conditions

- **7.1** La Crosse County reserves the right to accept or reject any or all proposals or portions thereof without stated cause.
- **7.2.** La Crosse County reserves the right to re-issue any requests for proposals.

- **7.3.** Upon the selection of a finalist, La Crosse County by its proper officials, employees, or agents shall attempt to negotiate and reach a final agreement with this contractor. If the County, for any reason, is unable to reach a final agreement with this contractor; the County reserves the right to reject such contractor and negotiate a final agreement with the contractor who has the next most viable proposal. The County may also elect to reject all proposals and re-issue a request for proposal.
- 7.4 Clarification of proposals: La Crosse County reserves the right to obtain clarification of any point in a contractor's proposal or obtain additional information.
- **7.5** La Crosse County is not bound to accept the proposal with the lowest cost but may accept the proposal that demonstrates the best ability to meet the needs of the County.
- **7.6** La Crosse County reserves the right to waive any formalities, defects, or irregularities in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the County.
- **7.7** La Crosse County reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the contractor.
- **7.8** The contractor agrees to the fullest extent permitted by law, to indemnify, defend and hold harmless, the Purchaser, and its agents, officers and employees, from and against all loss or expense including costs and attorney fees by reason of liability for damages including suits at law or in equity, caused by any wrongful, intentional, or negligent act or omission of the contractor, or its (their) agents and / or sub-contractors which may arise out of or connected with activities covered by this contract.
- **7.9** The selected contractor shall not subcontract or assign any interest in the contract and shall not transfer any interest in the same without prior written consent of La Crosse County.
- **7.10** No reports, information, or data given to or prepared by the firm under contract shall be made available to any individual or organization by the firm without the prior written approval of La Crosse County.
- **7.11** Should the selected contractor merge or be purchased by another individual or firm, contract continuation would be at La Crosse County's option.
- **7.12** Ownership of Proposals: All proposals submitted on time become the property of La Crosse County upon submission, and the proposals will not be returned to the contractor. By submitting a proposal, the Responder agrees that the County may copy the proposal for purposes of facilitating the evaluation.
- 7.13 Public Records Law: All proposals are subject to the Wisconsin Public Records Law.
- **7.14** Other information: Contractor may submit any other information that is not described in this proposal that would be beneficial to La Crosse County. If in the contractor's opinion, the County has overlooked anything material or relevant, such item(s) may be brought to the County's attention and be included in the proposal.
- 7.15 The successful vendor shall be required to sign a certification document stating they are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency. If the successful vendor cannot, in good faith, sign the certification document the County reserves the right to reject such vendor and negotiate a final agreement with the vendor who has the next most viable proposal or bid. The County may also elect to reject all proposals and re-issue a request for proposal.

ATTACHMENT:

- Contractor Signature Form
- Procurement Waiver
- Details
- Specification

Hillview Window Replacement Project -CONTRACTOR SIGNATURE FORM





RFP closes at 1:00 p.m., July 23, 2024 Proposals will be opened at 1:05 p.m. on the same date and location.

Option #1 – Window replacement as listed in scope of work :

REMINDER: Include all attachments per specifications. Please itemize all features and specify variations from the minimum specifications.

Lead time for project is ______days after receipt of order Project Time Frame:

Alternate – : other option that would be beneficial to the County \$_____

Contractor Name:	
Legal Name of Contractor:	
Contractor Address:	
Sales Representative:	
Phone:	
Email:	

The above information and attached proposal is true and correct to the best of my knowledge. I have read and understand the requirements of this RFP for the Hillview Window Replacement Project and agree to comply except as noted. The proposed fee shall include all labor, material, and equipment to provide the scope of work as described in this RFP. I understand that La Crosse County reserves the right to accept or reject any or all proposals without stated cause. I also understand that La Crosse County may allocate said proposals in any way most advantageous to the County.

Exceptions:

Authorized Signature:	
Printed Name:	
Title:	
Phone #:	
Date:	
Federal Identification Nu	mber:

Contractor hereb	y acknowledges rece	eipt/review of the follow	ving addendum(s), (if any)
Addendum #	Addendum #	Addendum #	_

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

The undersigned (authorized official signing for the applicant organization) certifies to the best of his or her knowledge and belief that the applicant defined as the primary participant in accordance with 45 CFR Part 76, and its principles:

- (1) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.
- (2) have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- (3) are not presently indicated or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
- (4) have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Should the applicant not be able to provide this certification, an explanation as to why should be placed after the assurances page.

The applicant agrees that it will include, without modification, the clause titled "Certification Regarding Debarment, Suspension, In-eligibility, and Voluntary Exclusion-Lower Tier Covered Transaction". Appendix B to 45 CFR Part 76 in all lower tier covered transactions (i.e., transactions with subgrantees and/or contractors) and in all solicitations for lower tier covered transactions.

VENDOR NAME

BY

Date _____

(Signature of official authorized to sign)







SECTION 08 54 00 COMPOSITE WINDOWS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Factory fabricated composite windows with fixed and operating sash.
- B. Operating hardware.
- C. Insect screens.

1.02 RELATED REQUIREMENTS

- A. Section 07 21 19 Foamed-In-Place Insulation: Insulating Foam Sealant around windows.
- B. Section 07 25 00 WEATHER BARRIERS: Perimeter water-resistive barrier seal between composite window frame and adjacent construction.
- C. Section 07 92 00 Joint Sealants: Sealing joints between frames and adjacent construction.

1.03 REFERENCE STANDARDS

- A. AAMA/WDMA/CSA 101/I.S.2/A440 North American Fenestration Standard/Specification for Windows, Doors, and Skylights.
- B. ASTM E90 Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements.
- C. ASTM E283/E283M Standard Test Method for Determining Rate of Air Leakage Through Exterior Windows, Skylights, Curtain Walls, and Doors Under Specified Pressure Differences Across the Specimen.
- D. ASTM E331 Standard Test Method for Water Penetration of Exterior Windows, Skylights, Doors, and Curtain Walls by Uniform Static Air Pressure Difference.
- E. ASTM E1332 Standard Classification for Rating Outdoor-Indoor Sound Attenuation.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Preinstallation Meeting: Convene one week before starting work of this section.
 - 1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, to attend the meeting. Advise Architect, and Construction Manager of scheduled meeting dates and times a minimum of 14 days prior to meeting.
 - 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
 - a. Schedule.
 - b. Responsibilities.
 - c. Critical path items.
 - d. Submittals.
 - e. Review methods and procedures related to window installation, including manufacturer's written instructions.
 - f. Mockups.

1.05 SUBMITTALS

- A. See Section 01 30 00 Administrative Requirements for submittal procedures.
- B. Product Data / Shop Drawings
 - 1. Product Data: Provide component dimensions, anchorage and fasteners, glass, internal drainage details.
 - 2. Shop Drawings: Indicate opening dimensions, framed opening tolerances, affected related work, installation requirements.
- C. Submit two samples 24 x 24 inches in size illustrating window frame section, mullion section, screen and frame, factory finished surfaces, glazing, glazing materials, and operating

hardware.

- D. Test and Evaluation Reports: Submit certified label or test report on products as indicated under performance requirements to validate product compliance.
- E. Manufacturer's Certificate: Certify that products of this section meet or exceed specified requirements.
- F. Warranty Documentation: Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

1.06 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than three years of documented experience.
- B. Installer Qualifications: Company specializing in performing work of type specified and with at least three years of documented experience.

1.07 MOCKUPS

- A. Perform mockup of typical window installation to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for fabrication and installation.
- B. See Section 01 40 00 Quality Requirements for additional requirements.
 - 1. Location: Where directed, in one location already scheduled.
 - 2. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.08 DELIVERY, STORAGE, AND HANDLING

- A. Protect finished surfaces with wrapping. Do not use adhesive papers or sprayed coatings that bond when exposed to sunlight or weather.
- B. Jig, brace, and box the window frame assemblies for transport to minimize flexing of members or joints.

1.09 FIELD CONDITIONS

- A. Do not install sealants when ambient temperature is less than 40 degrees F.
- B. Maintain this minimum temperature during and after installation of sealants.

1.10 WARRANTY

- A. See Section 01 78 00 CLOSEOUT SUBMITTALS for additional warranty requirements.
- B. Correct defective work within a ten year period after Date of Substantial Completion.
- C. Provide ten year manufacturer warranty for insulated glass units from seal failure, interpane dusting or misting, and replacement of same. Include coverage for degradation of color finish.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Composite Windows:
 - 1. Andersen Windows, Inc.; 400 Series: www.andersenwindows.com.
 - 2. Substitutions: See Section 01 60 00 PRODUCT REQUIREMENTS.

2.02 COMPOSITE WINDOW UNITS

- A. Composite Windows: Hollow, extruded composite material consisting of 40 percent wood fiber and 60 percent thermoplastic polymer by weight; factory fabricated; with vision glass, related flashings, anchorage and attachment devices.
 - 1. Configuration: As indicated on drawings.
 - 2. Window Product Type(s): C Casement window and FW Fixed window, in accordance with AAMA/WDMA/CSA 101/I.S.2/A440.
 - 3. Interior Color: White.
 - 4. Exterior Color: White.
 - 5. Frame Depth: Manufacturer standard as suited to fit in existing location.

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- 6. Attachment Flange: No flange as suited to fit in existing location.
- 7. Frame Joining System: Attachment system for horizontal and vertical multiple window frames in compliance with designated project requirements.
 - a. Joining Strip: Kerfed and reinforced fiberglass strip, 3-11/64 inch wide by 1/2 inch thick for applying interior and exterior vinyl trim, end plugs, flange and gusset gasket, and galvanized steel gusset plates.
 - b. Vinyl trim color to match exposed frame colors.
 - c. Fasteners: Corrosion resistant screws as recommended by manufacturer for required applications.
- 8. Glass Stops: Same material and color as frame, sloped for wash, factory applied.

2.03 COMPONENTS

- A. Sills: brake formed aluminum; sloped for positive wash; fit under sash to 1/2 inch beyond wall face; one piece full width of opening.
- B. Insect Screen Frame: Aluminum frame of rectangular sections; fit with adjustable hardware; nominal size similar to operable glazed unit.
 - 1. Frame Color: Match window frame color.
- C. Insect Screens: Fiberglass cloth mesh, secured with vinyl spline.
- D. Fasteners: Stainless steel.
- E. Sealant for Setting Sills and Sill Flashing: Non-curing butyl type.
 1. See Section 07 92 00 for additional requirements.
- F. Window Flashing: See Section 07 25 00.

2.04 PERFORMANCE REQUIREMENTS

- A. Comply with AAMA/WDMA/CSA 101/I.S.2/A440 requirements in accordance with the following:
 1. Performance Class (PC): LC.
- B. Test and Evaluation Reports: Windows comply with AAMA/WDMA/CSA 101/I.S.2/A440 performance requirements as indicated by having AAMA, WDMA, or CSA certified label, or an independent test report for indicated products itemizing compliance and acceptable by authorities having jurisdiction.
- C. Overall Thermal Transmittance (U-value): 0.27, maximum, including glazing, measured on window sizes required for this project.
- D. Overall Solar Heat Gain Coefficient (SHGC): 0.21.
- E. Overall Visible Light Transmittance (Vtc): 49 percent.
- F. Air Leakage: 0.3 cfm/sq ft maximum leakage of window when tested at 1.57 psf pressure difference in accordance with ASTM E283/E283M.
- G. Vapor Seal: No vapor seal failure at interior static pressure of 1 inch, 72 degrees F, and 40 percent relative humidity.
- H. Water Leakage: None, when measured in accordance with ASTM E331.
- I. System Internal Drainage: Drain water entering joints, condensation occurring in glazing channels, or migrating moisture occurring within system, to the exterior by a weep drainage network.
- J. Air and Vapor Seal: Maintain continuous air and vapor barrier throughout assembly, primarily in line with inside pane of glass and heel bead of glazing compound. Position thermal insulation as indicated on drawings.
- K. Acoustic Performance: Minimum outdoor-indoor transmission class (OITC) rating of 34, when tested in accordance with ASTM E90 and ASTM E1332.

2.05 GLASS AND GLAZING MATERIALS

- A. Glass and Glazing Materials:
 - 1. Glass in Exterior Lights: Low-E4 SmartSun with Argon fill.

2. Center of Glass Performance: As required to acheive overall unit performance requirements.

2.06 HARDWARE

- A. Casement and Awning Sash: Zinc die-cast steel rotary-gear operator with painted finish.
 - 1. Operator Linkage, Hinge Slide, and Hinge Arms: Manufacturer's standard, with heavy gauge arms.
 - 2. Sash Lock: Single actuations, galvanized steel and polymer components.
 - 3. Operator Handle: Folding type, polycarbonate with integral color to match frame.
- B. Window Opening Control Devices (WOCD): Provide operable window sash hardware that limits openings to only allow passage of 4 inch diameter rigid sphere or less, and are easily releasable to fully open without use of keys, tools, or special knowledge.
- C. Vent Limitation Hardware: Provide fixed vent limiter to limit sash clear opening to minimum clear opening required for operable window requirements.
- D. Finish For Exposed Hardware: Match window finish.

2.07 FABRICATION

- A. Factory fabricate framing, mullions and sash members with rigid corners and joints. Supplement frame sections with internal reinforcement where required for structural rigidity.
- B. Form sills and stools in one piece. Slope sills for wash.
- C. Fabricate components with minimum clearances and shim spacing around perimeter of window assembly, and allowing for installation and dynamic movement of perimeter seal.
- D. Arrange fasteners to be concealed from view.
- E. Permit internal drainage weep holes and channels to migrate moisture to exterior. Provide internal drainage of glazing spaces to exterior through weep holes.
- F. Assemble insect screen frame, miter and reinforced frame corners. Fit mesh taut into frame and secure. Fit frame with four spring loaded steel pin retainers.
- G. Factory glaze window units.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify wall openings and adjoining water-resistive barrier seal materials are ready to receive work of this section.

3.02 INSTALLATION

- A. Install composite window units in accordance with manufacturer's instructions.
- B. Attach window frame and shims to perimeter of opening to accommodate construction tolerances and other irregularities.
- C. Align window plumb and level, free of warp or twist. Maintain dimensional tolerances and alignment with adjacent work.
- D. Provide thermal isolation where components penetrate or disrupt building insulation. Provide insualtion per Section 07 21 19 at perimeter of assembly to maintain continuity of thermal barrier.
- E. Coordinate installation with seal of water-resistive barrier materials, see Section 07 25 00.
- F. Install operating hardware.
- G. Install glass, in accordance with glazing method required to achieve performance criteria.

3.03 TOLERANCES

A. Maximum Variation from Level or Plumb: 1/16 inch per 3 ft or 1/2 inch per 100 ft, noncumulative, whichever is less.

3.04 FIELD QUALITY CONTROL

- A. Provide services of composite window manufacturer's field representative to observe for proper installation of system and submit report.
- B. See Section 01 40 00 Quality Requirements for independent field testing and inspection requirements, and requirements for monitoring quality of specified product installations.

3.05 ADJUSTING

A. Adjust hardware for smooth operation and secure weathertight closure.

3.06 CLEANING

- A. Remove protective material from pre-finished surfaces.
- B. Wash surfaces by method recommended and acceptable to window manufacturer; rinse and wipe surfaces clean.
- C. Remove excess glazing sealant by moderate use of mineral spirits or other solvent acceptable to sealant manufacturer.

END OF SECTION