

REQUEST FOR PROPOSALS (RFP)

ROOF REPLACEMENT FOR FORT VALLEY MIDDLE SCHOOL

AUGUST 12, 2019

To All Interested Vendors:

Vendors are invited to submit a formal proposal to replace the roof at the Fort Valley Middle School Building with the attached General Conditions and Specifications. Please submit one original and two copies of the proposal.

All questions should be emailed to bmaddox@peachschools.org no later than 5:00 P.M September 20, 2019. All questions that require an addendum will be posted on the Peach County School District's website at www.peachschools.org. All vendors need to check the Peach County School District's website.

Sealed proposals will be received until 2:00 pm, on September 27, 2019. All proposals shall be clearly marked with "Roof Replacement Fort Valley Middle School Building RFP." Immediately following the closing of the RFP, the Peach County School District's Executive Leadership Team will open proposals.

All sealed proposals must be delivered to the following addresses:

Peach County School District
Attn: Ben Maddox, Assistant
Superintendent of Operations
1088 Tulip Drive
Ft. Valley Ga, 31030

Proposals will be opened at the time, date, and location indicated above. **Faxed or emailed proposals will not be accepted.** The proposals shall remain firm for not less than one hundred twenty (120) calendar days from the date of receipt of proposals. Vendor guarantees that all goods and services meet the requirements of the solicitation during the contract period.

General Conditions

The following are the general conditions for the work to be performed.

Scope of Work

It is understood that except as otherwise specifically stated in the contract, the vendor (contractor) shall provide and pay for all materials, labor, tools, equipment, and transportation of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Permits and licenses (including the City of Ft. Valley) necessary for the execution of work shall be secured by the vendor but no fees will be charged to the vendor. All supplies and material shall be new. Any work necessary to be performed after regular working hours, such as work performed on Sundays or legal holidays shall be performed without additional expense to the owner.

Existing Conditions

The vendor, in undertaking the work under this contract, is assumed to have visited the premises and to have taken into consideration all conditions which might affect the work. No consideration will be given to any claims based on lack of knowledge of existing conditions.

Insurance

Prior to the commencement of work, the vendor shall furnish to the owner a certificate of insurance showing compliance with the following limitations. The vendor agrees to comply with the provisions of Worker's Compensation laws of the state of Georgia.

The vendor further shall maintain such other insurance (with limits as shown below) as shall protect the vendor and the owner from any claims for property damage or personal injury, including death, which may arise out of operations under this contract, and vendor shall furnish the owner with certificates and policies of such insurance as shown below. Insurance coverage shall be maintained until the work has been completed by vendor.

Below are listed the insurance coverage which must be procured by the vendor at the vendor's expense. The vendor agrees to follow instructions indicated in each case.

- **Proof of current workers compensation**
- **Vendor's public liability insurance, personal injury, including death- \$250,000.00 for each person and \$500,000.00 for each accident.**
- **Property damage- limits of \$500,000.00 for each accident and \$1,000,000.00 for the aggregate.**

Certificate of insurance with the Peach County School District listed as additional insured must be sent to the owner prior to commencement.

Insurance must be written by a company licensed to do business in the State of Georgia.

Statement of Vendor Qualifications

As part of the proposal, the vendor must complete the attached “Statement of Vendors Qualification” before awarding of contract, to demonstrate to the complete satisfaction of the District, that the vendor has the necessary certifications, licenses, facilities, ability and financial resources to execute the work in a satisfactory manner within the time specified; that the Vendor has had experience in work of the same or similar nature; and that the Vendor has past history and references which will assure the District of the Vendor’s qualifications for executing the work.

Georgia

The Peach County School Systems is a tax-exempt organization. A copy of the System’s tax-exempt form will be furnished.

Governing Laws

All proposals and related documents submitted to the Peach County School District by Vendors are governed under the laws of the State of Georgia and local ordinances, policies and regulations.

Addenda

If any questions arise from the RFP, the proposal may submitted to Ben Maddox, Assistant Superintendent for Operations, a request for interpretation via email at bmaddox@peachschools.org. Any interpretation documents will be made by addendum to the RFP. Any addenda will be published on the District’s website at www.peachschools.org

The Peach County School District will not be responsible for any other explanations or interpretations. The Peach County School District reserves the right to extend the due date if such information significantly amends this solicitation or makes compliance with the original due date impractical. The Peach County School District reserves the right to reject any or all proposals and waive technicalities and informalities.

Proposal Form and Format

Proposal should be submitted in the format specified within this document, contain information required by the RFP, and submitted in a sealed envelope addressed to:

Peach County School District
Attn: Ben Maddox, Assistant
Superintendent of Operations
1088 Tulip Drive
Ft. Valley Ga, 3130

Sealed proposals will be received until 2:00pm on September 27, 2019. All proposals shall be clearly marked with "Roof Replacement Fort Valley Middle School RFP". Immediately following the closing of the RFP, the Peach County School District will open proposals.

Deviations

Any deviations from the scope of work indicated herein must be submitted in writing, clearly noted and explained in detail on a separate form, and attached to the submitted proposal; otherwise, it will be considered that items/services offered are in strict compliance with these specifications and the successful vendor shall be held responsible thereto.

Any deviations within a submitted proposal between prices quoted and restated in the summation sheet shall be resolved by the Peach County School District as being the lower price, unless the vendor requested in writing a correction or withdrawal of proposal prior to the date and time set for opening.

Any proposal withdrawal or modification received after the established due date at the place designated for receipt of proposal is late. No late proposal, late modification, or late withdrawal will be considered and shall be returned to the Vendor unopened. The Peach County School District reserves the right to reject any or all proposals. It further reserves the right to waive technicalities and formalities in proposals, as well as, to accept in whole or in part, such proposal(s) where it deems it advisable in protection of the best interest of the District. The District will be the sole judge as to whether proposals submitted meet all requirements contained in the solicitation.

Affidavits

Before acceptance of the proposal by the District, the Vendor will be required to furnish affidavits on the enclosed forms.

Withdrawal of Proposal

A proposal cannot be withdrawn after it is filed, unless (a) the Vendor makes a request in writing to the District prior to the time set for opening of proposals, or (b) the District fails to accept a proposal within thirty (30) days after proposal opening date.

Award of Contract

Award of contract will be made to the most responsive/responsible vendor meeting the requirement of the District within 30 days of the proposal opening date. This solicitation does not commit the District to award a contract, to pay any costs incurred in the preparation of the proposal, or to procure or contract for goods services listed herein. The District may accept any proposal offered on an all, partial, or none basis, or within funds available, whichever is in the best interest of the District.

Contract Form

Upon contract award, the District and vendor will sign a AIA agreement prior to any work being started.

Change in Contract

The owner will not be responsible for any change in the work involving extra cost unless approval in writing is furnished and approved by the District before such work is begun.

Indemnification

The Vendor agrees to hold the District harmless and to indemnify the District from every expense, liability or payment arising out of or through injury (including death) to any person or persons or damage to property (regardless of who the owner of the property may be) of any place in which work is located arising out of or suffered through any act or omission of the Vendor or subcontractor.

Installation

The District anticipates issuing a notice to proceed no later than October 8, 2019 following award. The successful vendor shall complete installation within the time frame, denoted by the vendor, in said proposal from the date of the Notice to Proceed.

Warranty

All materials and labor provided by the Vendor shall have a 20-year manufacturer's warranty, a 5-year workmanship warranty.

Site Visit

To arrange a site visit, please contact Ben Maddox, Assistant Superintendent of Operations, via email at bmaddox@peachschools.org or phone at 478-825-5933.

Application for Payment

All applications for payment shall be mailed:

Peach County BOE
Attn: Ben Maddox, Assistant
Superintendent for Operations
1088 Tulip Drive
Fort Valley Ga, 31030

Payments

A single payment will be made to the Vendor when all aspects of the contract have been completed to the owner's satisfaction. The District will consider other reasonable arrangements should they be requested by the Vendor.

Liquid Damages

Liquidated damages in the amount of \$100.00 per day from each calendar day after the contracted completion date will be charged to the contractor. Liquidated damages will not be charged for delays associated with weather. Furthermore, the District will consider all other reasonable requests associated with delays.

Weather

The Fort Valley Middle School Building shall never be opened to the elements at any time all openings must be covered in a manner to withstand any weather condition and must be secured to avoid any one entering the building through any roof openings.

Clean Up Site

All outside and inside areas of the building and the grounds shall remain clean and free of any construction debris. An allotted area will be allowed for material storage.

PROJECT SPECIFICATIONS

The Peach County School District is seeking proposals to replace roof or “roof over” the roof at Fort Valley Middle School.

Statement of Vendor Qualifications Must Detail the Following:

1. A list of references
2. Installer must be a certified roofing contractor for the roofing system to be installed

SUCCESSFUL PROPOSALDER WILL INSTALL THE FOLLOWING PER MANUFACTURER’S RECOMMENDATIONS

1. Remove the existing loose roof gravel. All material removed from property must be properly and legally disposed of in landfill.
2. Mechanically fasten new cover board and 60 mil TPO system as per manufacturer’s specifications.
3. Install retrofit drain assemblies in all primary drains.
4. Install all flashings around skylights and HVAC penetrations in accordance with manufacture’s details.
5. Fabricate and install new parapet copings at perimeters. All flashing to be 24 gauge painted steel with color being selected from manufacture’s standard selections.
6. Secure a 20 year NDL warranty from manufacture.
7. Perform an infrared scan to determine the amount of wet insulation that will require removal and disposal.
8. Provide a price for removal and disposal of wet insulation.
9. Replace any and all insulation that was removed due to moisture.
10. Dispose of trash and debris in container provided by vendor.
11. Provide a 20-year manufacturer’s warranty for paint finish as well as a 5-year workmanship warranty for weather tightness on the sheet metal portions of the project. Provide a 10-year warranty for all TPO roofing products cover materials with no depreciation and a 5-year workmanship warranty for all related work as well.

PROPOSAL FORM FOR THE ROOF REPLACEMENT FORT VALLEY MIDDLE SCHOOL BUILDING

DUE NO LATER THAN 2:00 PM ON SEPTEMBER 27, 2019

Deliver To:
ATTN: Ben Maddox, Assistant
Superintendent for Operations
1088 Tulip Drive
Fort Valley Ga, 31030

Name of Vendor _____

Having carefully examined the proposal requirements including the General Conditions, and the Request for Proposal for Fort Valley Middle School Roof Replacement, any addenda, and conditions affecting the work, the undersigned proposes to provide the required materials, services, warranties, and delivery of specified in the attached proposal for the total sum not to exceed:

GRAND TOTAL \$ _____

Respectfully Submitted,

Name of Firm: _____

Address of Firm: _____

Signature: _____

Telephone Number: _____

Name Title: _____

Name and Title of Vendor's Representative who will service contract:

Address and Telephone Number of Vendor's Representative:

Email address of Vendor's Representative who will service contract:

STATEMENT OF VENDOR'S QUALIFICATIONS

Name of Vendor _____

Please Provide Three References

REFERENCE 1

NAME: _____

ORGANIZATION: _____

TITLE: _____

AFFILIATION: _____

PHONE NUMBER: _____

REFERENCE 2

NAME: _____

ORGANIZATION: _____

TITLE: _____

AFFILIATION: _____

PHONE NUMBER: _____

REFERENCE 3

NAME: _____

ORGANIZATION: _____

TITLE: _____

AFFILIATION: _____

PHONE NUMBER: _____

PROPOSAL CHECKLIST

NAME OF VENDOR _____

REQUIRED TO COMPLETE AND INCLUDE WITH PROPOSAL

PROPOSAL PACKAGE MUST INCLUDE ONE ORIGINAL AND THREE COPIES, PLUS ONE ELECTRONIC COPY – IN ONE PDF FILE, OF THE FOLLOWING ITEMS IN THE ORDER SPECIFIED:

- ____ 1. SIGNED PROPOSAL CHECKLIST
- ____ 2. SIGNED PROPOSAL FORM
- ____ 3. COMPLETED STATEMENT OF VENDOR’S QUALIFICATIONS
- ____ 4. SIGNED INDEMNIFICATION STATEMENT
- ____ 5. WARRANTY INFORMATION

SIGNATURE _____

PRINTED NAME AND TITLE _____

DATE _____