

O'Fallon Fire Protection Dist.



RFP 2023-003

SPECIFICATIONS FOR:

**STATIONS #3, #4 (apparatus bay only)
and #5 ROOFING**

INVITATION TO BID:

The O'Fallon Fire Protection District (OFPD) is soliciting Sealed bids for:

Roofing – Stations #3, #4 (apparatus bay only), and #5 – RFP 2023-03

Bid shall include how soon work can begin and the amount of time required to complete the job: Complete Stations #3, #4 (apparatus bay only) and #5 Roof Replacement.

The successful bidder must be bonded, hold liability insurance, and workman's compensation insurance to protect their employees. Bids shall include not less than the prevailing hourly wage rate determined by the Missouri Department of Labor.

SCOPE OF WORK

NOTE: All station sites must be free of nails and debris at all times.

1. Remove and dispose of existing roofing down to the structural wood deck and haul away debris. Patrol area for nails.
2. Pricing per board for any damaged boards that may need replacing.
3. Furnish and install ice and water shield on all rake, valleys, and eaves.
4. Furnish and install 30 lb. felt over entire roof surface.
5. Furnish and install 30 year architectural shingles per manufacturer's specifications. Specify name of manufacturer (Brand).
6. Furnish and install all drip edge metal, step flashing, and copings.
7. Reuse existing curb flashing unless replacement is required to ensure water tight conditions.
8. Completion & Cleaning: On completion of the Work, ensure entire site is free of nails; ensure all debris is removed, and leave the Work Area site in a condition acceptable to the Fire District.
9. **EXAMINATION OF PROJECT IS BY APPOINTMENT ONLY.**
Examination of the project area is strongly recommended. An appointment is required prior to examination of the Station Roofs. An appointment must be set in advance with Assistant Chief Matt Braile at 636-262-1435. Stopping by the Station without an appointment is not permitted.
10. The Fire Station is required to remain in service at all times for emergency alarms and public access.
11. Shingle color to be approved by Assistant Chief Matt Braile.

These specifications must be returned with the bid proposal. Any and all exceptions to the specifications outlined herein must be noted on this bid specification and thoroughly explained in the bid proposal. The term “We are equal to your specifications,” will not be permitted. The bidder must provide with bid listing any exceptions, detailed specifications so that the OFPD can make the necessary comparisons to make a proper decision. Failure to do so may result in rejection of your bid for noncompliance.

Exceptions must be noted on specifications sheet.

GENERAL INFORMATION

1. Proposals and all attachments shall be placed in an envelope, sealed and clearly marked **“RFP 2023-03 Bid for Roof – Station #3, #4 (apparatus bay only) and #5, Attn: Custodian of Records”**. **A completed copy of this form must be included with the bid. Three copies of specifications are to be provided with each bid.**

2. **Page 4 of this document must be completed.**

3. Sealed Bids will be accepted between the regular business hours of 7:30 a.m. and 4:30 p.m., Monday through Friday, at O’Fallon Fire Protection District Administration Building 111 Laura K Drive, O’Fallon MO 63366, until 4:00 p.m., Wednesday, October 25, 2023. Bids received after October 25, 2023 will not be considered. Bids will be opened and read publicly at the 7:00 p.m., October 26, 2023 Board Meeting. Bids will be reviewed and awarded at a later date.

OFPD reserves the right to accept or reject any or all bids, to waive variations, irregularities, or formalities in the bidding process, and to negotiate changes, additions, or deletions and to award the contract to the bidder that best meets the accompanying specifications.

4. This request for proposal creates no obligation on the part of the District to award a contract or to compensate any applicant for any costs incurred during proposal presentation, response, submission or oral interviews (if held). The District reserves the right to award a contract based upon proposals received without further discussion or negotiation or to cancel, in part or in its entirety, this request for proposal, if the District determines that it would be in its best interests to do so.

5. The O’Fallon Fire Protection District hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business entities will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for award.

6. If additional information is needed for the purpose of clarification of the specifications, contact Assistant Chief Matt Braile at 636-262-1435 or mbraile@ofallonfire.org. **Such contact shall be for clarification purposes only, bidder must submit any changes to the scope of services or proposal procedures by written addendum.**

PLEASE COMPLETE:
(The following information is required)

NAME OF DEALER: _____

SIGNATURE OF AGENT: _____

PRINT NAME: _____

TITLE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PHONE: _____

TOTAL PRICE FOR PROJECT: \$ _____

PRICE PER REPLACEMENT BOARD: \$ _____

Estimated Timeline of work: _____

REFERENCES:

Please list the last 2 Commercial Projects your Company has completed:

<u>Company Name</u>	<u>Address</u>	<u>Co. Contact Name</u>	<u>Phone</u>
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1. _____
Date job completed: _____

2. _____
Date job completed: _____