

**Request for Bids**  
**1187 Main Street Roof Repair**

The Town of St Johnsbury is seeking bids for the replacement of rubber roofing of the old Town Manager's office on the west side of the Public Safety Building at 1187 Main Street. Bids will be accepted until 12:00 noon EST on Friday, April 28, 2017 at the St Johnsbury Town Clerk's office located at 51 Depot Square, St Johnsbury, VT 05819.

Bids shall be submitted to Hugh Wescott, Public Works Director, care of the St Johnsbury Town Clerk's office located at 51 Depot Square, St Johnsbury, VT 05819. Bids must be submitted in sealed envelopes plainly marked **Proposal: 1187 Main Street Roof**.

Bidders are encouraged to familiarize themselves with the project and the project requirements.

Specifications may be obtained at no cost from the Town website at: [www.stjvt.com](http://www.stjvt.com) or by contacting Hugh Wescott at 802-748-4408.

## **1. GENERAL CONDITIONS**

- A.** The Town of St Johnsbury is requesting quotes to repair the existing flat roof on the west side of the Public Safety Building located at 1187 Main Street. The objective of this project is to replace the rubber membrane roofing materials on the 60' x 36' addition on the West side of the building. Quotations shall be based on the specifications provided. However, deviations from spec shall be permitted if determined to be in the best interest of the Town. All such deviations from specifications shall be called out in writing and explained in detail either next to the specifications or in an attachment to the submitted quotation.
- B.** Vendors shall fully examine the roof and the specifications below before submitting your Bid. Failure to visit the site and acquaint themselves with existing conditions shall disqualify the contractor's proposal/quotation. All work will be subject to inspections by a representative of the St Johnsbury DPW and the contractor's presence may be requested during inspections.
- C.** The Contractor shall not sublet, assign, or transfer the purchase order or any portion of any payment due the contractor therein, without the written consent of the Town.
- D.** The Town of St Johnsbury reserves the right to issue a purchase order for the proposal which it considers to be in the best interest of the town. All methods and materials shall be used in strict accordance with manufacturer's instructions and recommendations.
- E.** All debris resulting from the work herein required shall be removed from the Town's property and disposed of in accordance with Local, State and Federal regulations.
- F.** Warranty: Provide manufacturer's 20 year Total System Warranty covering both labor and material with no dollar limitation.
- G.** Contractor shall provide samples of proposed materials used for this repair project for examination by staff before purchase order is executed.
- H.** Contractor must take all necessary precautions to protect the existing building from damages during repairs. All damages caused by the contractor or his employees shall be repaired at no cost to the Town.
- I.** **Call Hugh Wescott 748-4408 to set up a time to view the work area or with any questions.**

## **2. SPECIFICATIONS**

- A.** Thoroughly remove and dispose of existing membrane materials down to existing insulation for inspection of existing materials.
- B.** Contractor shall inspect existing insulation with a representative of the St Johnsbury DPW to identify wet or deteriorated insulation that requires replacement. Insulation requiring replacement will be replaced on a time and expense basis.

- C. Contractor shall install additional insulation to achieve an R-30 value per State Code, and apply one layer of dens deck fire code separation sheet.
- D. Contractor shall install new TPO-60 mil reinforced membrane roofing system with heat weld seems and flash all projections as per manufacturer's specifications.
- E. Contractor shall provide all labor, materials, and equipment needed for membrane roof installation. All materials shall be handled and stored in accordance with the manufacturer's recommendations.

3. **BID**

Bids shall be submitted to Hugh Wescott, Public Works Director, care of the St Johnsbury Town Clerk's office located at 51 Depot Square, St Johnsbury, VT 05819. Bids must be submitted in sealed envelopes plainly marked **Proposal: 1187 Main Street Roof.**

4. **INSURANCE REQUIREMENTS**

The awarded bidder furnishing labor in/on Town/public premises agrees to hold the Town of St Johnsbury harmless from liability loss and will maintain minimum coverage outline below. An Acord form outlining coverage will be returned with the bid documents.

- 16.1. General Liability \$1,000,000.00
- 16.2. Automobile Liability -Any Auto \$1,000,000.00
- 16.3. Excess Liability \$1,000,000.00
- 16.4. Workers' Compensation and Employers Liability per State statute.