

Town of Orono
Request for Proposals
Town Office Roofing Project

The Town of Orono is seeking proposals for a qualified contractor to provide roofing installation at the Town Office building. This building is located at 59 Main St., Orono.

Sealed proposals clearly marked **“Town Office Roof Bid”** are due at the **Orono Town Office located at 59 Main Street, Orono, Me 04473** by **Monday, August 31st at 2:00 PM** at which time they will be publicly opened. No award will be made at that time. Proof of Worker's Compensation and General Liability insurance are required.

Questions should be directed to David Pinkham, Facilities Director at 889-6913, or via email at david@orono.org.

No fax or e – mail proposals will be accepted. The Town of Orono reserves the right to reject any and all proposals, and waive any irregularities.

Bid Schedule

Pre-Bid Meeting @ Orono Town Office building 59 Main St., Orono, ME 04473
August 21, 2015 @ 10:00 AM

Sealed Bids due @ Orono Town Office, 59 Main St., Orono, ME 04473
August 31, 2015 @ 2:00 PM

Roofing Scope of work to be performed

- Install synthetic roofing underlayment over existing roof shingles on entire Town Office building including the main building and all of the attachments to the main building.
- Install new drip edge on all the eaves of the building. The color to match new roofing.
- Install 6 ft of hi temperature ice and water shield in all the valleys of the roof.
- Install 24 Gauge painted steel roofing on the entire roof. The panels to have a 1.5” rib height. The panels to be fastened with hidden clips 16” on center. The seams to be mechanically seamed with a double lock roofing seamer.
- New side wall and face wall flashing will be installed.
- All of the roof penetrations to be flashed with new flashing accessories.
- New end caps to be installed on the rakes of the building that will cover the existing roofing.
- Standard ridge caps with closures to be installed on the hip caps. Ridge vent to be installed on all the peaks.
- A single row of snow stops to be installed over the roof penetrations, over the garage entry door and over all entries to the building. A single row of snow stops to be installed along the front and back roof eaves; a double row to be installed at the roof eave along the south and north sides of the building. Recommendations for reducing snow-drop off the front entry roof are requested.

- The roofing material should have at least a 35 year paint warrantee.
- Provide warrantee for new roof
- Clean up and remove any building demo

Proposal Requirements:

- **General Statement of Qualifications:** Provide a general statement of qualifications on company letterhead that demonstrates the firm's qualifications and intent to meet the terms of the agreement. In this statement, demonstrate the firm's understanding of the requirements of the agreement, and make note of any important facts that make the firm especially qualified for this work.
- **Completed Bid Form – Attached**
- **References:** Provide no less than three independent references that can demonstrate or confirm the contractor's ability to successfully perform the services required under the scope of work. These references must include the owner's name and contact information, the type of services provided, and when the services were provided.
- **Insurance:** Provide proof of the following insurance coverage and list the Town of Orono as additionally insured:
 - Worker's compensation insurance in accordance with Maine Law
 - General Liability: \$500,000 each occurrence, \$5,000 medical expense, \$1,000,000 general aggregate, \$1,000,000 automobile liability – each accident.

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BID FORM

Due Friday, August 31, 2015 by 2:00 PM

Contractor Name: _____

Contact Name: _____

Contact Phone #: _____

Address: _____

Bid Price for Orono Town Office Roofing Installation as outlined in the above Request for Proposals:

Roofing Products Quoted: _____

Total Bid Price: \$ _____

The Bid Prices specified above and on the schedule of items is considered valid for 60 days from the stated bid opening date.

The Town of Orono reserves the right to reject any and all bids and waive irregularities as do not affect the substantive provisions thereof.

_____ Date: _____

Authorized Contractor's Representative Signature

Signature indicates the proposer has a full understanding of the work as described in this Request for Proposals and the intent to complete the work as directed by the Town of Orono.