

HART COUNTY BOARD OF COMMISSIONERS
800 Chandler Street
HARTWELL, GA 30643

DATE: June 15, 2016

BID NOTICE

Sealed bids for **Installation of a metal roof for the Hart County Department of Family and Children's Services (DFACS) building** subject to the conditions and provisions set forth in the attached bid package will be received at the Hart County Board of Commissioners office until Thursday, July 7, 2016 at 3:30 PM. The commodities and/or services must be furnished as described and specified in this package.

Bids must be received either via mail or hand delivered in a **sealed envelope**. Faxed bids cannot be accepted.

Please address mailed bids, Fed-Ex, UPS, or hand delivered bids to:

HART COUNTY BOARD OF COMMISSIONERS
800 CHANDLER STREET
HARTWELL, GA 30643
Attn: Lawana Kahn

Also, please show the following on the OUTSIDE of the envelope:

BID FOR Roof Installation

NOTE: Some "Next Day" deliveries may not get delivered to this office prior to the bid opening. Please be aware of this and make arrangements to have your bid here on time, as late bids will be rejected.

NOTICE: If you are downloading this information from a web page, you must register with Hart County at the contact information listed in **Section V, Interpretations or Addenda** or via email at bettyf@hartcom.net. This is the only way Hart County can be sure that you receive all addendum and relevant information for this bid.



**HART COUNTY PUBLIC WORKS DEPARTMENT
BIDS FOR Roof Installation**

**DATE BIDS DUE: Thursday July 7, 2016
3:30 p.m.**

**BID FORM
HART COUNTY BOARD OF COMMISSIONERS
800 CHANDLER ST., HARTWELL, GA 30643**

The (Company) _____

submits herewith Bid in response to bid request in this package, and in compliance with the description(s) and/or specification(s) attached hereto:

NOTE: You must sign and complete the Bid Supplemental Form also.

LUMP SUM PRICE FOR WORK:

Price in Numbers

UNIT PRICE FOR ADDITIONAL WORK (Replace Rotten Existing Sheathing):

_____/square foot
Price per square foot

The following Addenda to the Bidding and Contract Documents are acknowledged:

Addendum No: _____

Dated: _____

OFFICIAL COMPANY ADDRESS _____

Email address: _____

SIGNATURE _____

PRINT NAME _____

TITLE _____ PHONE _____

DATE _____ FAX _____

Corporate Seal (if applicable)

**BID SUPPLEMENTAL FORM
HART COUNTY BOARD OF COMMISSIONERS**

DATE: _____

NOTICE: *Hart County Purchasing Policy prohibits awards to a (1) county employee, (2) employee of a constitutional officer, (3) a Board of Commissioner Member, (4) Constitutional Officer or to a company/business where a county employee/Constitutional Officer holds any interest. These prohibitions also apply to immediate family members of those listed above. By signing below you are confirming that these prohibitions do not apply to your company/bid.*

References: Name Title Organization Phone Number email address

1.

2.

3.

The _____ (Bidder) takes the following exceptions to the specification and bid documents:

(Important: See section IIb)

SIGNATURE: _____

SCOPE OF WORK:

The Hart County Board of Commissioners office is need of a replacement roof at the Department of Family and Children's Services Building located at 267 E. Johnson St., Hartwell, GA. Install a (painted) metal roof that meets the criteria for Georgia Power reflective roofing incentive rebate program. This will be a reflective roof material with the Energy Star certification. This will have to be verified by manufacturer/ supplier and contractor statements. The building has a hip roof and a gable over covered porch with multiple roof protrusions. The roof is covered with standard shingles that will not be removed except where necessary.

The roof has some square or rectangular vents near the peak that may be removed if they are being used as attic vents only, the roof also has what looks to be a continuous ridge vent which will be utilized with the metal roof also. Contractor shall verify that the cutout for continuous ridge is approximately 2 inches wide on both peaks and open to allow ventilation at peaks.

The materials will meet and be installed to standards and specifications below. If not specified you shall install using manufacturer's standards/guidelines and or best practices. Roof shall be protected from any possible leaks at all times.

Specifications will be as followed:

Remove ridge cap shingles and verify that the roof deck is cut back app 1 inch on each side and is open and clear to allow ventilation at peaks.

Install 2"x4" wood lathing spaced maximum of 24 inches on center (screwed) to existing rafters using 2- 3 inch screws at each rafter. Lathing must be set to allow metal ridge cap to be screwed into top lathing strip. Lathing must be installed solidly under all valleys to allow solid support and all screws to be screwed into wood. Install pro felt plus synthetic or equivalent over top of old roofing and lathing strips using manufacturers recommended standards/ guidelines. Install metal drip edge to cover lathing and old shingles on all drip ends, color matches roof. All metal will meet Energy Star certification, be minimum of 29 gauge 40 year warranty panels, with a painted finish and fastened with a minimum of 2 inch 9 gauge screws (same color), all screws will be in a straight line vertically and horizontally and be installed with screws beside each rib starting at the overlap rib.

Install all roof panels solid from top to bottom with no joints unless needed at electrical service pipe or a flue, not at a normal pipe vent as they can be drilled. If this is done the top panel must overlap a minimum of 12 inches and be sealed underneath. Install all roof panels on drip end extending past the fascia 1 1/2 inch, all ends will be straight. Install the W valley type solidly supported by lath and a minimum of 24 inches wide with a minimum of 4 inches or manufactures standards if more for our area in the clear from the valley center to roof panels to allow unobstructed flow of rain or melting snow. Screws for roof panels need to be installed at the edge of valley not in it. Valleys will be over lapped a minimum of 12 Inches. Install Gable trim on all gable rakes. Color matches roof.

Install peak ridge cap that are minimum of 16 inches wide overlapped with at least 2 ribs on roof and screwed at least on every other rib into top lathing strip. Install hip ridge cap using same guidelines above without bug guard. All roof protrusions must be sealed around protrusion and then install the proper size retrofit boots installed and sealed according to manufacturer's standards.

Clean up and remove all left over debris from jobsite and dispose of properly.

All bid prices submitted will include the entire turn key (complete) installation of the roofing system, including any materials and the roof framing. A dumpster will be provided by the County at no charge to the Contractor for disposal.

Weak areas of the roof will be replaced on a per unit basis as an additional cost. These will be pre-approved by the County.

Additional felt or replacement felt may need to be installed prior to roofing. Roofer will also install all flashings needed. Roofer will install ridge vent including labor to cut opening required at ridge for venting. All plumbing penetrations will have necessary flashings installed. In addition there will be a drip edge at the fascia end. Any other vents will be either replaced with the ridge vent or will be extended through the new roof as part of this bid.

I. GENERAL INFORMATION FOR BIDDERS

Hart County reserves the right to reject any or all bids, further negotiate with one or more bidders, and, waive any technicalities or informalities if it is deemed in the best interest of the County. Hart County assumes no responsibility in the costs incurred by the bidder in preparing a response.

The Hart County Board of Commissioners reserves the right to waive technicalities, to accept or reject any and all bids or proposals and to waive any irregularity in any bid or proposal received, to award the entire bid or proposal to one vendor or multiple vendors or to make awards by group or location, whichever is in the best interests of Hart County.

It is the bidder's responsibility to verify all quantities and specifications are met to perform the work as specified herein, before submitting their bid. Price submitted shall include all labor and materials for completion of the work. In the event of a conflict between these specifications and any referenced specifications the higher quality specification shall supersede. Quantities listed are approximate and may be varied at the discretion of the Owner.

All measurements given on the list of work to be done are approximate. It is the contractor's responsibility to verify all quantities and measurements necessary to perform the work as specified herein, before submitting their bid.

Bids submitted and prices submitted shall be valid for 90 days after submittal of bids. After this 90 day period, the bidder has the right to withdraw his pricing or be awarded the work at the bid price should the County choose to award this work. If only one bid is received the County may choose to not open the bid and solicit additional bids prior to opening all bids in a public meeting.

II. PREPARATION OF BID

A. Bidders must submit bids on the proposal forms provided. Additional materials can also be included with the bids. Complete both the bid form and bid supplemental form. Place the bid in both numbers and words on the bid form in the space provided. In the event of a conflict between the number and words bid the price in words shall be used. Place bid within an envelope addressed:

Hart County Board of Commissioners
800 Chandler Street
Hartwell, GA 30643
Attn: Lawana Kahn

Place on outside of envelope:

“Bid for DFACS Roof Installation”

- B.** Any deviations (exceptions) from the bid specifications must be included on the Bid **Supplemental form**. Such deviations may be evaluated by the Owner in making a final determination as to the selection of a bidder.
- C.** Submit proposals filled out in ink or typewritten, without erasure, interlineations or changes. No bid changes will be permitted to be placed on the outside of the envelope. If a bidder desires to change the bid prior to the deadline for acceptance, the bidder may remove place the revised bid in a new sealed envelop.
- D.** Make proposals in name of the principal and if a partnership, give names of all parties. Give exact post office address. If an agent submits proposals, provide satisfactory evidence of agency authority with proposal.

III. BIDDER’S RESPONSIBILITY

A. Before submitting their bid, the Bidder shall carefully perform all necessary investigations to inform themselves thoroughly as to the specifications needed for this work.

IV. INSURANCE, LAWS, PERMITS, LICENSES, REGULATIONS, ETC.

- A.** Licensure for work will be as required by any applicable regulatory agency.
- B.** The Contractor, in execution of the work, shall conform to all applicable Federal and State laws, Municipal Ordinances and rules and regulations of all authorities having jurisdiction over the work, including in part, all construction codes and safety codes which may apply to (1) performance of work; (2) protection of adjoining and adjacent property; (3) maintenance of passageways, guard fences or other protective facilities; and shall obtain and pay for all

permits, licenses and approvals necessary for construction of the work and give all required notices.

- C. The Contractor shall arrange for all inspections required by Federal, State, and Municipal or other authorities having lawful jurisdiction and pay all fees and cost incurred.
- D. The successful bidder shall be required to submit proof of workman's compensation coverage for all employees of the bidder, as well as public liability insurance of at least \$500,000/\$1,000,000 limits. In addition, the successful bidder will be solely responsible for any damages done by their company (or their subcontractors and suppliers) to public utilities and/or personal property as a result of the execution of this Contract.
- E. Bidders must comply with the State of Georgia Public Works Laws for Bidding this work. In general if the bid is greater than \$100,000 a 5% bid bond must be included with the bid.
- F. Under Georgia Law, bidders must provide an affidavit of compliance with the Georgia Security and Immigration Compliance Act of 2006 forms for their company and any all subcontractors proposed under this work if this work is awarded to your firm. (500 or more employees July 2007- June 2008, 100 or more employees July 2008-June 2009, all contracts after July 2009).

V. INTERPRETATIONS OR ADDENDA

Any questions concerning this invitation should be directed via fax or mailed to:

Terrell Partain,
Hart County Interim Administrator,
800 Chandler Street
Hartwell, GA 30643,
Fax: 706-376-9477

Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County.

No oral changes or interpretations shall be made to any bidder regarding the bid Documents or any part thereof. Every request for an interpretation shall be made in writing via fax or mail to: Jon Caime, Hart County Administrator, at the contact information above.

Any inquiry received five or more days prior to the date fixed for acceptance of bids will be given consideration and addressed to all known bidders in the form of an Addendum. Any changes or interpretations to the specifications shall also be in the form of an Addendum to the Bid Documents. All Addenda will be faxed and mailed to each person holding Bid Documents, but it shall be the bidder's responsibility to make inquiries as to the Addenda issued. All such Addenda shall become part of the Bid Documents and all bidders shall be bound by such Addenda, whether or not received by the bidders. It shall be the bidders responsibility to ensure delivery of any and all requests for interpretations.

VI. OTHER REQUIREMENTS

Should the contractor, in the opinion of Hart County representatives, fail to comply with any requirements of these specifications; the County may delay work until such requirements are satisfactorily met. Any quantity listed is approximate and/or estimated. Contractor shall verify all quantities. Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County. This bid package and any subsequent bid addendum are the specifications and contract documents for this project. The County must approve any variance from the required specifications in writing. If there is a conflict between these specifications and any referenced specifications, the higher quality specification shall be applied.

End of Bid Package