



WEAKLEY COUNTY DEPARTMENT OF FINANCE

Shawn Francisco, Director of Finance

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Dresden, TN 38225

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www.weakleycountytn.gov

T: (731) 364-5429 F: (731) 364-3858

February 29, 2016

Gentlemen:

The Weakley County Department of Finance will be receiving bids for

Partial Roof Replacements

at the Weakley County Board of Education properties. Attached you will find a copy of the minimum specifications required for a BASF Silicone Roof System.

The bidder will be responsible for gathering the necessary measurements to bid.

If you are interested in examining the location for the roof replacement you can arrange a time to meet with Wayne Reynolds, Supervisor of Maintenance for Weakley County School System at 731-364-2578. If you have any questions, I will be happy to assist as needed. Please remember your bid should be submitted in accordance with the attached instructions.

Thank you,

Shawn Francisco,
Director of Finance

Enclosure

**Weakley County, Tennessee
Invitation to Bid
Bid #2016-16**

The Weakley County, Tennessee Department of Finance will be accepting bids on the following:

**Partial Roof Replacements for
Weakley County Board of Education Properties**

Information can be obtained from the Department of Finance, 8319 Highway 22, Suite B, Dresden, TN. 38225 between the hours of 8:00 A.M. and 4:30 P.M. Bids should be sealed and marked on the outside of the envelope "**SEALED BID # 2016-16 – ROOF REPLACEMENT**".

Bids will be accepted **until 10:00 A.M., March 16, 2016.**

Bids should be addressed to:

**Director of Finance
Weakley County, Tennessee
8319 Highway 22, Suite B
Dresden, TN 38225**

MANADATORY PRE-BID MEASURMENTS: All potential bidders must contact and meet with Wayne Reynolds prior to bidding to obtain precise measurements at each roof location.

Bid document may be downloaded at www.weakleycountyttn.gov

The Weakley County Department of Finance is and Equal Opportunity Employer and does not discriminate based upon race, creed, national origin or gender.

Any questions concerning the bid should be made to Shawn Francisco, Director of Finance or Wayne Reynolds, Supervisor of Maintenance.

**WEAKLEY COUNTY SCHOOLS
BID SPECIFICATIONS**

BID # 2016-16

1.0 INTENTIONS OF OWNER: It is the intention of Weakley County, Tennessee and the Weakley County Board of Education (Owner/County), to contract through the Weakley County Director of Finance with the party (Bidder/Vendor/Contractor) submitting the lowest and best bid and to use as an agreement form, AIA Document A101/Construction Management, June 1980 Edition, (Standard Form Agreement Between Owner and Contractor) for all contracted work in excess of \$25,000 or the Owner's standard Purchase Order for contracted work less than \$25,000 or for purchase of merchandise or materials only.

It is the intention of Weakley County to receive bids on these items with effective date immediately. The successful Contractor must begin work within (30) thirty days of receiving the Notice to Proceed.

1.1 APPLICABLE LAWS: Bidder of labor and material contract items must conform to the requirements of the Tennessee Contractor's Licensing Act of 1976. Any Contract awarded under this Request for Proposal will require Contractor to be licensed in the State of Tennessee.

Any Contract awarded under this Bid will be interpreted under the laws and statutes of the State of Tennessee. Any action arising from said Contract shall be brought in the State courts of Weakley County, Tennessee or the United States Federal District of the Western District, Eastern Division of Tennessee.

1.2 CONSTRUCTION OVERSIGHT: Mr. Wayne Reynolds, School Maintenance Supervisor, Weakley County School Department, will provide construction oversight for this project. All matters concerning work scheduling, materials, procedures, etc. during the construction period should be referred to Mr. Reynolds or as otherwise directed. His contact phone is 731-364-2578.

1.3 BID OPENING: Bids will be received by the Director of Finance **until 10:00 A.M., March 16, 2016** Bid Opening will be conducted in the Director of Finance Office, 8319 Highway 22, Suite B., Dresden, TN 38225.

**WEAKLEY COUNTY, TENNESSEE
BID SPECIFICATIONS
BID #2016-16**

2.0 BID SECURITY, INSURANCE, AND INDEMNITY PROVISIONS

2.1 BID SECURITY: All Bids in excess of \$25,000 are required to include a Bid Security with Bid Form. Make Bid Security payable to Weakly County, Tennessee in an amount equal to 1% of the Total Bid sum. Bid security shall be a Bid Bond issued by a surety licensed to conduct business in the State of Tennessee or Bidder may submit a Certified Check or Cashier's Check in lieu of the Bid Bond. The successful Bidder's security will be retained until he has signed the Contract Agreement and furnished the required performance and payment bonds, and the required certificates of insurance.

The Owner reserves the right to retain the security of the two next lowest bidders until the lowest bidder enters into a contract or purchase order agreement or until 120 days after Bid opening, whichever is the shorter. All other bid securities will be returned as soon as possible. If a bidder refuses to enter into a contract, The Owner will retain his bid Security as liquidated damages, but not as a penalty.

2.2 PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT

BOND: Any Bidder who is selected to enter into a Contract for (any of) this work in the amount of \$25,000 or more shall furnish and pay for bonds covering faithful performance of the Contract and payment of all obligations arising thereunder. The Performance Bond shall be for not less than 25% of the Contract Sum. Bonds shall be delivered to the Owner not later than the time of execution of the Contract Agreement. Failure or neglect by the selected bidder to deliver these bonds, as specified, will be considered as his having abandoned the Contract, and the Bid Security will be retained by the Owner as liquidated damages, but not as a penalty.

2.3 MATERIALS SUPPLY BOND: The bidder who is selected to enter into a Purchase Order Agreement for any of this work of \$25,000 or more shall furnish and pay for a bond covering faithful delivery under the Purchase Order Agreement and payment of all obligations arising thereunder. The bond shall be for 25% of the Purchase Order Sum. Bond shall be delivered to the Owner prior to payment for any work performed.

2.4 INSURANCE CERTIFICATES: Any bidder who is selected to enter into a Contract for installation labor and materials shall obtain and pay for insurance coverage required by the provisions stated below. All requirements of these instructions must also be met. Failure or neglect by the selected bidder to deliver certificates as specified, will be considered as his having abandoned the Contract

**WEAKLEY COUNTY SCHOOLS
BID SPECIFICATIONS
BID # 2016-16**

and the Bid Security will be retained by the Owner as liquidated damages, but not as a penalty.

All insurance certificates are required to name and benefit Weakley County, Tennessee and the Weakley County Board of Education as Additional Insured and include a Waiver of Subrogation for Workers Compensation.

Insurance coverage's under this section shall meet or exceed the following limits.

1. Workers Compensation:
Applicable Federal and State Statutory
Employer's Liability \$1,000,000

2. Comprehensive General Liability, including Products and Completed Operations, Broad Form Property Damage Liability, Contractual Personal Injury, and XCU Coverage (if applicable):

Bodily Injury Limits of: \$1,000,000
Annual Aggregate of: \$1,000,000

3. Automobile Liability to include Owned, Non-owned and Hired:
Bodily Injury and Property Damage
Combined Single Limit: \$1,000,000

4. Excess Limits Liability:

Policy (Umbrella) \$1,000,000

Furnish one (1) original and one (1) copy of Certificates of Insurance evidencing the required coverage. The Certificates must include the provisions that the owner shall be notified of any changes, deletion, or cancellation of coverage within thirty (30) days of such action.

**WEAKLEY COUNTY SCHOOLS
ROOFING BID SPECIFICATIONS
BID # 2016-16**

**Dow Corning/BASF Silicone/Polyurethane Insulated Roof System
Specifications**

1.00 Scope of Work

1.01 Install a polyurethane spray foam roofing system according to manufacturer's instructions. Roofing system shall be installed by an approved contractor, as designated by the roofing system's manufacturer.

1.02 The Roofing System shall qualify for the manufacturer's ten-(10) year guarantee. The roofing guarantee shall include labor and materials. Payment will be held or a 5 % retainage until the guarantee has been presented to the Director of Finance.

2.00 Preparation of Roof Surface

2.01 The removal of gravel, dust, debris from Built-Up-Roof, rubber membrane and insulation. Repair all major blisters and splits in roof to obtain firm base for the new roof. The roof shall be dry, clean, smooth, and free from sharp edges, loose material, and oil, grease, or other foreign matter.

2.02 Any questionable areas must be checked for dryness by core sampling, probing, or moisture scanning. Wet insulation should be removed, deck dried and insulation replaced to original thickness.

2.03 Deteriorated decking must be removed and replaced

3.00 Insulation Layout and Attachment

3.01 Polyurethane Spray Foam System is to be installed according to manufacturer's specifications and instructions. The spray is to be applied at a thickness of minimum of one and one-half inch over roof area. Insulation value being "R" 6.65 per inch. Polyurethane shall be applied above roof line, around equipment legs, parapet walls and penetrations to and form cants and provides flashings.

3.02 Weather Barrier Coating Application is to be installed according to manufacturer's specifications and instructions. The coating is to be applied with a minimum thickness of 20 mils. The base coat should be 10 mils 3-5000, with the top coat being 10 mils 3-5000. The topcoat of the silicone is to be imbedded with 3M ceramic granules. The granules are to be applied at the rate of 40# per 100 square feet.

**WEAKLEY COUNTY SCHOOLS
ROOFING BID SPECIFICATIONS
BID # 2016-16**

4.00 Measurements

4.01 It is the responsibility of each bidder for inspecting the surface and obtaining his own measurements and to perform any roof scans prior to bid submittal. No change orders will be approved. The roof at the following schools are to be replaced:

1. Martin Primary School, 215 South College St, Martin, TN 38237
Areas to be roofed: 1) Cafeteria Kitchen Area
 2) Classrooms

2. Dresden School, 7150 Highway 22, Dresden, TN 38225
Areas to be roofed: 1) Circle Around Library & Classrooms
 2) Cafeteria Serving Area/Prep Area
 3) 4 Classrooms & Hallway located on
 Northeast Side of New Wing

3. Flashing – minimum of 26 gauge to be added as needed.

5.00 Clean Up

5.01 Upon Completion of the project, the contractor shall remove all equipment, materials and debris from the job site and all storage areas. All areas around roof drains should be clean. All storage areas and building premises shall be in an undamaged and acceptable condition.

6.00 Guarantee

6.01 Upon completion of the roof system, the contractor shall request the completed installation be inspected by the roofing system manufacturer. The completed project must qualify for the roofing system manufacturer's 10-year warranty.

7.00 Protection During Re Roofing

7.01 Contractor shall be responsible for providing adequate temporary protection to insure that no leakage occurs in the building during construction. Contractor shall be responsible for repairing or replacing any damage resulting from failure to comply with this condition.

7.02 The successful bidder shall purchase and maintain such insurance as will protect him and Weakley County for claims which may arise out of or result from the contractors operation under the contract.

8.00 Allowances

8.01 No allowances will be made after the bids are opened for extra material or any conditions that now exist.

**WEAKLEY COUNTY SCHOOLS
ROOFING BID SPECIFICATIONS
BID # 2016-16**

9.00 Protection During Re-Roofing

9.01 Contractor shall be responsible for providing adequate temporary protection to insure that no leakage occurs in the building during construction. Contractor shall be responsible for repairing or replacing any damage resulting from failure to comply with this condition.

9.02 The successful bidder shall purchase and maintain such insurance as will protect him and Weakley County for claims which may arise out of or result from the contractors operation under the contract.

Bidder should include any statement and/or technical data sheets/brochures that would be helpful in determining bid compliance with or enhancement to minimum specifications.

Bids will be reviewed and awarded on the basis of the lowest and best bid as determined by the Director of Finance, Supervisor of Maintenance and Director of Schools. Owner reserves the right to reject any and all bids.

No bidder may withdraw his bid within 120 days of the actual opening thereof. Weakley County would like for all work to be complete by July 31, 2016.

The successful bidder must be prepared to begin the project as indicated on the bid form.

Any questions concerning the bid should be directed to Shawn Francisco, Director of Finance or Wayne Reynolds, Supervisor of Maintenance.

WEAKLEY COUNTY, TENNESSEE
BID #2016 - 16
BID FORM
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ITEM FOR BID: Partial Roof Replacement for:
Martin Primary School & Dresden High School

BIDS WILL BE RECEIVED BY:
WEAKEY COUNTY, TENNESSEE
DIRECTOR OF FINANCE
8319 HIGHWAY 22, SUITE B
DRESDEN, TN 38225

UNTIL 10:00 A.M., March 16, 2016

Bidder is responsible for obtaining his own measurements and all roof scans should be performed prior to bid submittal. Weakley County is not responsible for the cost of roof scans. All work is to be complete by July 31, 2016.

Having carefully examined the specifications for the above referenced items, the undersigned submits the following as bid.

Bid 1. Martin Primary School, 215 S. College, Martin, TN 38237
Areas to be roofed: 1) Cafeteria Kitchen Area
 2) Classrooms

Square Feet Included: _____

<u>ITEM</u>	<u>PRICE</u>
I. BASF Silicone/Polyurethane Insulated Roof System	\$ _____
II. Square Feet of Materials to be Removed	_____
III. Removal of Materials – per sq. ft.	\$ _____

WEAKLEY COUNTY, TENNESSEE
BID #2016 – 16

BID FORM
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Bid 2. Dresden High School, 7150 Highway 22, Dresden, TN 38225

- Areas to be roofed:
- 1) Circle Around Library & Classrooms
 - 2) Cafeteria Serving Area/Prep Area
 - 3) 4 Classrooms & Hallway located on Northeast Side of New Wing

Square Feet Included: _____

ITEM

PRICE

- | | |
|---|----------|
| I. BASF Silicone/Polyurethane Insulated Roof System | \$ _____ |
| II. Square Feet of Materials to be Removed | _____ |
| III. Removal of Materials – per sq. ft. | \$ _____ |

Expected Date of Beginning Project: _____

Expected Completion Date: _____

COMMENTS/EXCEPTIONS: _____

BIDDER NAME: _____

TITLE: _____

ADDRESS: _____

E-MAIL/ PHONE/FAX NUMBER: _____

BIDDER'S CERTIFICATION

The Director of Finance requests, as a matter of policy, that any consultant or firm receiving a contract or award resulting from this Request for Sealed Bid issued by the County of Weakley, Tennessee, shall make certification as below. Receipt of such certification, under oath, shall be a prerequisite to the award of contract and payment thereof.

I (we) hereby certify that if the contract is awarded to our firm, partnership or corporation that no members of the elected governing body of Weakley County or member of his or her immediate family, including spouse, parents or children or any person representing or purporting to represent any member or members of the elected governing body, has received or has been promised, directly or indirectly any financial benefit, by way of fee, commission, finder's fee, political contribution or any similar form of remuneration on account of the act of awarding and/or executing this contract under a Request for Proposal.

Handwritten Signature of Authorized Principal(s):

Name: _____

Title: _____

Name of Firm/Partnership/Corporation:

Date: _____

EXHIBIT D

BIDDER'S AFFIDAVIT NO. 1

TO: Director of Finance
Weakley County, Tennessee

Having examined the General Bid requirements and specifications, we hereby submit this bid or bids. We further propose that the prices are correct and accurate and will remain in effect for ____ days. If the proposal or bid is accepted, the prices will remain in effect until the merchandise is delivered and installed. In the event that subsequent orders are placed for items included in this bid, the price will remain in effect for ____ days from the date of bid opening.

Date: _____

Signed: _____

Company Address: _____

Phone: _____

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____
an employer of five (5) or more employees contracting with _____
County government to provide construction services, hereby state under oath as
follows:

1. The undersigned is a principal officer of _____
(hereinafter referred to as the "Company"), and is duly authorized to execute this
Affidavit on behalf of the Company.

2. The Company submits this Affidavit pursuant to T.C.A. Section 50-9-113, which
requires each employer with no less than five (5) employees receiving pay who
contracts with the state or any local government to provide construction services
to submit an affidavit stating that such employer has a drug-free workplace
program that complies with Title 50, Chapter 9, of the *Tennessee Code
Annotated*.

3. The Company is in compliance with T.C.A. Section 50-9-113.

Further affiant saith not.

Principal Officer

STATE OF _____

COUNTY OF _____

Before me personally appeared _____,
with whom I am personally acquainted (or proved to me on the basis of
satisfactory evidence), and who acknowledged that such person executed the
foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20____.

Notary Public

My commission expires: _____ 13 _____

