

REQUEST FOR PROPOSALS

PROJECT: 2018 Treatment Plant Hail Damage Repairs
PROJECT NUMBER: 2018-HD-BP2
OWNER: CITY OF LOUISVILLE, COLORADO

INTRODUCTION

The City of Louisville is inviting proposals from highly qualified general and commercial roofing contractors to repair hail damage caused by the June 18, 2018 hail storm at three Louisville Treatment Plants

NOTICE IS HEREBY GIVEN, proposals should be prepared and submitted using the attached Documents and Bid Forms which addresses the needs outlined herein. Proposals will be accepted until **4:00 PM on October 30, 2018**. Late proposals will not be accepted. Proposals shall be submitted via email in pdf format to:

David Szabados, Project Manager
daves@louisvilleco.gov.

OBJECTIVE

The objective of this Request for Proposals is to select a highly qualified contractor with demonstrated experience in the installation and repair of roofing systems, related roofing components along the Colorado Front Range.

PROJECT NARRATIVE

The City of Louisville Golf Course suffered extensive hail damage on June 18, 2018. Most of the damage is to roofing systems, although the damage did extend to other building components. The City is working with Travelers Insurance to replace or repair hail damaged building components.

ROOFING SPECIFICATION & SCOPE OF WORK

The included specification includes a list of general and specific requirements for this project.

The three treatment plant locations:
North Water Treatment: 1955 Washington Ave, Louisville
South Water Treatment: 7000 Marshall Rd, Louisville
Wastewater Treatment: 1555 Empire Rd, Louisville

A detailed scope of work has been provided by Travelers Insurance and is include for each building. **The expectation is that the detailed work be turnkey by the Contractor, except for exclusions listed in the Specifications.** Below is a brief summary of the scope of work for each building:

6 North Water Main - Replace skylights, rain caps, roof ventilators, and gutter

F17 North Water Gallon Tank Room – Replace skylights and roof ventilator

F4 North Water Mini Shed – Replace laminated shingles

7 North Water Pre-treatment – Replace skylights, roof hatch, and roof ventilator

8 North Water Electric – Replace skylight, gutter, and roof ventilator

9 North Water High Zone – Replace skylight cladding and roof ventilator

11 North Water Back Wash – Replace roof ventilator

22 South Water Main – Replace skylights, roof vents, roof ventilators, roof drains, roof hatch, flashings, etc.

23 South Water Pre-treatment - Replace skylights, roof hatch, roof ventilator, ductwork, exhaust caps

52 Wastewater UV – Replace cap flashing

53 Wastewater Lab – Replace cap flashing, roof ventilator, metal roofing, pitch pan, duct work

54 Wastewater Head works – Replace cap flashing

55 Wastewater Administration – Replace metal roofing, gutters, cap flashing, rain cap and miscellaneous

56 Wastewater Blower/Secondary – Replace cap flashing, roof ventilator

59 – Wastewater Reuse – Replace metal roofing, skylights, flashing, gutter, cap flashing, roof ventilator, miscellaneous trim

62 Wastewater Dewatering – Replace metal roofing, roof ventilator, ran cap, miscellaneous trim

63 Wastewater Maintenance – Replace cap flashing, roof ventilator

TIMELINE

The City reserves the right to modify the proposal submittal and acceptance timeline at any time at its sole discretion.

Proposal Submittal and Acceptance:

Publication of Advertisement for potential bidders and release to select bidders.	October 9, 2018
Second advertisement for potential bidders.	October 15, 2018
Recommended onsite meeting and responses to questions.	October 18, 2018 @ 9:00am
Contractor Prequalification Statement due	October 22, 2018 @ 4:00pm
Inquiry Deadline	October 22, 2018 @ 4:00pm
Response to Inquiry, List of Qualified contractor	October 24, 2018 @ 4:00pm
RFPs Due	October 30, 2018 @ 4:00pm

RECOMMENDED ONSITE MEETING

A recommended pre-bid conference and job walk through with representatives of prospective contractors will be held at **9:00 am at the North Water Treatment Plant, 1955 Washington Ave, Louisville, Colorado, on October 18, 2018**. Representatives of the City will be present to discuss the Project. Perspective Contractors are highly recommended to attend and present their questions relative to this RFP at this conference. Attendance at this pre-bid conference will be considered in the RFP evaluations.

PREQUALIFICATIONS OF CONTRACTOR

Contractors previously qualified in the last two years as a General Contractor or Roofing Contractor for a City Project will be considered qualified to submit a proposal for this project. All other Contractors submitting proposals for the construction of the **Hail Damage Repairs** should meet the following minimum qualifications. Evidence of qualifications must be submitted no later than 4:00 pm on **October 22, 2018** via email to:

David Szabados, Project Manager
daves@louisvilleco.gov

Prospective Contractors must use the attached "Contractor's Prequalification Statement" form for this submittal. In addition to the information requested on the attached form, prospective General Contractors should meet the following minimum qualifications:

- Contracting company must have been in business and installing a variety roofing systems a minimum of three (3) years
- Contractor must be an authorized installer for the product selected by that contractor and carry a master level or equivalent of certification from the product manufacturer.
- Contractor must provide at least three responsive references for similar roofing projects in Colorado – references will be checked.
- Minimum Insurance Requirements: The Contractor must maintain general liability insurance equal to \$1,000,000 per occurrence and \$2,000,000 aggregate as outlined in the attached general conditions.
- Bonding Requirements: The General Contractor shall furnish performance and payment bonds, each in an amount at least equal to the contract price if awarded a contract in excess of \$50,000 as security for the faithful performance and payment of all of the contractor's obligations under the contract documents. Bonding requirements are non-negotiable.
- Past Work Experience with Municipal Clients is beneficial

The City reserves the right to waive any and all informalities and qualification requirements and the right to reject any and all proposals. Only proposals from highly qualified general and commercial roofing contractors will be accepted. Bids from suppliers, vendors, manufacturer's representatives or other entities will not be considered.

Prequalification statements will be reviewed through **October 22, 2018**. All Contractors submitting a prequalification statement will be contacted and informed if their prequalifications were approved and if a bid by that contractor will be accepted on or before **October 24, 2018**. Contractors are encouraged to submit their prequalification statements early. Prequalification statements that are submitted early may be reviewed and responded to prior to the above schedule.

INQUIRIES

Prospective submitters may make written inquiries by e-mail before the inquiry deadline concerning this Request for Proposals. Inquiries will also be accepted at the onsite meeting. An addendum will be released to all known prospective bidders with any required clarifications or revisions to this request or the associated construction documents after the Inquiry Deadline. .

Inquires may be emailed to:

David Szabados, Project Manager
daves@louisvilleco.gov

CONTRACT

A sample copy of the contract award the City will use to contract with the Contactor is included as an addendum to this Invitation to Bid. The attached contract is only an example and is not to be completed at this time. **Bids in excess of \$50,000 will require a performance and payment bond and these bonds must be included in the base bid.**

RFP SUBMITTAL REQUIREMENTS

Contractors who receive approval of their prequalification statements must submit their written proposals in pdf format via email prior to **4:00 pm Mountain Time on October 30, 2018 to:**

David Szabados, Project Manager
daves@louisvilleco.gov

Proposals must use the supplied Bid forms. The following forms must be included:

1. Bid Forms complete with any addendums acknowledged and Pricing Schedule – one for each project bid
2. Certification of EEO Compliance – one per contractor
3. Contractor's Anti-Collusion Affidavit – one per contractor
4. Contractor's Pre-Contract Certification Regarding Employing Illegal Aliens – one per contractor
5. A list of subcontractors that will be used on these projects – one for each project bid

In addition to the provided bid forms, proposals must include the following:

- Material and/or product sheets for all components of the RFP. Weights, gauges and manufactures should be included.
- Warranty for materials and installation: copy of warranty preferred
- Any exclusion or modification from Travelers scope of work

After reviewing the written submittals, the City reserves the right to request an interview with some or all of the submitters.

All costs incurred in preparing for, printing, and delivering a submittal, along with any costs associated with travel or time spent in interviews or negotiation with the City are solely the responsibility of the submitter. The City is not liable for any costs incurred prior to issuance of a legally executed contract and/or purchase order.

All submittals become the property of the City, a matter of public record, and will not be returned. Proprietary Information included in submittals must be clearly identified and will be protected if possible. Unit pricing and total cost information will not be considered proprietary.

SELECTION CRITERIA

Proposals will only be accepted from prequalified General and Commercial roofing contractors installing pre-approved roofing systems. The following criteria will be used when selecting among the prequalified contractors.

- Pricing
- Product/material submittals
- Schedule
- References
- Attendance of onsite meeting
- Warranty

The City reserves the right to select the proposal that is most advantageous to the City, even if it is not the least expensive. Prequalified contractors may submit multiple proposals if that contractor is certified in more than one of the preapproved roofing systems.