

REQUEST FOR PROPOSALS

TOWN OF MOUNTAIN VILLAGE (TMV)

REQUESTING DEPARTMENT: Public Works/Village Court Apts.

DATE: March 7, 2024

PROJECT NAME: Village Court Apts. Building #1 Roof Replacement

Is a Statement of Qualification required with Request for Proposal? Yes X No

SCOPE OF WORK:

Provide materials, equipment, and labor to replace the existing clay tile roof with a new corrugated metal roof. The address is 415 Mountain Village Blvd Building #1 Village Court Apts. Mountain Village, Colorado 81435. Estimated square footage is 5,500sqft.

ADDITIONAL REQUIREMENTS:

All roof measurements will be the bidder's responsibility.

Roofing installation must follow manufactures installation for each assembly installed.

The new roofing material shall be A606 corrugated weathering metal roofing, 22 gauge.

Fire rated high temperature ice and water or ice and water with slip sheet above to achieve fire rating will be required.

The contractor will recover 3 pallets of clean roofing tiles and ridge tiles during the demolition for Town's future inventory. All of the remainder tiles will be disposed of by the contractor.

New sheeting will be required to match the height of the fascia after the tiles have been removed.

Roof engineering for snow guards will be the contractor's responsibility.

Inspections will follow the requirements of the Towns Building Department and current codes.

Weather Protection: During the course of replacing the roof covering the protection of moisture intrusion into the structure must be maintained by not removing more of the existing roof covering material and/or underlayment's than can be made watertight with the new underlayment for steep slope roofing and/or the new EPDM roof covering on low sloped/Flat roof areas before rain or snow falls. As a backup, this may require tarping the entire exposed roof area if an error in judgment occurs of having too large of an area exposed to the weather when it rains or snows. In the case of flat/low slope roof covering replacement properly make a weatherproof tie-in to the old existing roof covering with the new flat/low slope roof covering before rain or snow falls.

Safety of Workmen: Provide for the proper safety of the workmen including but not limited to OSHA approved harnesses and any other OSHA related regulations regarding installation of roof coverings on high, pitched surfaces from the start of the job through completion. The safety of the workmen and/or workplace is the responsibility of the Contractor and is not the responsibility of the Town of Mountain Village.

Communication with and Safety of Residents: Provide full-time on-site Job and Roof Covering Installation Supervision personnel. The Roofing Supervisor must speak English and be on site at all times while the replacement of the roof covering work is in progress for communicating with and for the safety of the residents in addition to overseeing the workers and their work performed in replacing the roof coverings. Also, provide person(s) needed that are on the ground for continuous clean up and to help in providing for the proper safety of the residents including but not limited to ground safety barriers/coverings and tape off areas for traffic as needed to protect people and property.

Roof and Grounds Cleared of Debris: Keep Roof and Grounds cleared of debris throughout each workday including running magnets over all of the property's grounds where work is being done.

Gutters and Downspout Cleaning: As each building is completed, clean out Gutters and Downspouts upon the completion of the replacement of the roof coverings.

Protection of Completed "Work": The "Work" must always be protected from damage such as when walking on or traversing up and over the surface of the new roof coverings, or when cutting materials, or delivering materials and/or accessories, etc. Also, keep moisture from running in under the roofing while the installation is in progress which could require hand sealing the top of the panels to the underlayment if rain or snow is pending.

Property Damage: Driveways, walks, streets, parking areas, landscape, and resident's personal property shall be protected from damage. The repair or replacement of any damage to the driveways, walks, streets, parking areas, and landscape, and resident's personal property caused by the Contractor or the Contractor's employees, sub-contractors, material suppliers, or debris disposal company shall be the responsibility of the Contractor.

Stocking of roofing materials and accessories: The Stocking of the metal roofing and accessories may be carried out after the new underlayment is properly installed and inspected.

Temporary Toilets: Provide, clean and maintain temporary Toilets for the roofing crews.

A project work schedule shall be submitted by the contractor with the RFP package. It is anticipated that construction will be a Monday – Saturday schedule with Sundays as a special approval case only.

All staging will be on site as discussed during the site walk.

All permits will be the responsibility of the awarded contractor, but the permit fees will be waived as it is a Town project. Tax exempt information will be provided.

Proof of insurance shall be provided by the contractor to the Town prior to commencement of work, showing the Town as additional insured, in a minimum amount of \$2,000,000 per occurrence.

A current business license will be required before work can commence. The contractor must carry a current Roofing License with the Town of Mountain Village.

Once the project has started the contractor must complete the project without pulling off the job unless approved by Town of Mountain Village. Violation of this requirement will result in penalties being set at the end of the project. Work is anticipated to take 4-6 weeks from start to finish.

A pre-bid site walk will be required to view the building and make the necessary measurements. (See proposed deadline section below for dates and times)

Blackout no work dates due to festivals:
July 4 Fourth of July

SECTION I: TECHNICAL OFFER

1. Contractor will specify each task in the scope of Work above and explain the proposed approach to the task with specific steps to accomplishment.

SECTION II: QUALIFICATIONS AND EXPERIENCE

1. List past projects similar in nature.
2. Provide pictures and/or samples, if applicable.
3. Provide resumes and qualifications of key personnel.
4. Provide proof of required insurance.
5. Provide references from the past complete projects with completion dates, company contact person, and telephone number.

SECTION III: COST PROPOSAL

1. Include proposed unit price with extensions for completed project.
2. Only lump sum bids for entire project will be accepted.
3. Include proposed terms of payment.
4. Include hourly rates for project personnel and rates for any related expenses, if applicable.
5. Include any guaranteed maximum fee, if applicable.

SECTION IV: WARRANTY

Provide proposed terms of warranty for completed work.

SECTION V: PROPOSAL DEADLINES

1. Site Walk date: Thursday March 14th, 2024. Meeting location: 411 Mountain Village Blvd 3rd floor Conference room 11:00a.m.
2. Proposal deadline for bids is 12:00 Noon, Thursday March 28th, 2024.

3. The proposal will be awarded April 2nd, 2024.
4. Term of project: Date of award thru August 30st, 2024
5. Mail or email proposals to:

TMV
411 Mountain Village Blvd.
2nd Floor
Mountain Village, CO 81435
Attn: Jenny Bates
jbates@mtnvillage.org

For more information call or email:

Finn Kjome
970-729-3441
fkjome@mtnvillage.org

SECTION VI: INSURANCE

The Town desires that respondent proposers carry insurance in the approximate amounts set forth below. Proposer firm and team members who carry lower limits should state so in the proposal.

Workers' Compensation Insurance

Comprehensive General Liability:

Limits: \$2,000,000 per occurrence for Bodily Injury
\$2,000,000 per occurrence for Property Damage
\$2,000,000 Aggregate

Coverage Extended:

- Operations
- Independent Contractors
- Contractual Liability (to cover and hold harmless)
- Completed Operations – Two Years
- Broad Form Property Damage
- Personal Injury Coverage
- Contractor's Employee
- Person other than Employee

Professional Liability Insurance covering Errors and Omissions with a minimum limit of \$1,000,000 of each claim and \$1,000,000 aggregate.

Selected respondent proposer will be required to submit a policy endorsement naming the Town of Mountain Village, Colorado as an additional insured.

SECTION VII: EVALUATION CRITERIA

The Proposals may be evaluated using the following criteria, including but not limited to:

1. Knowledge, expertise and experience in providing services applicable to the proposal.
2. Completeness of the proposal that illustrates a clear understanding of the project including completeness of pricing, work plan and team experience.
3. Value of proposal to provide services to the Town.
4. Pricing of proposal