REQUEST FOR PROPOSAL TO PROVIDE DESIGN AND BUILD SERVICES FOR THE RE-ROOF OF THE PUBLIC LIBRARY / SAM FOX MUSEUM DUE MARCH 2, 2013

The City of Dillingham is the owner of the Dillingham City Library / Sam Fox Museum building located at 304 D Street, Dillingham, Alaska. The building is in need of a new roofing system. The City is requesting proposals from Alaska licensed and qualified contractors to provide the design and physical improvements to the building. All work resulting from the award of a contract for this project must be completed by September 2, 2013.

This Request for Proposal (RFP) is intended to secure proposals from Alaska licensed and qualified firms describing the firm’s interest in providing all labor and materials at a Lump Sum cost to install the specified roofing system or an equivalent system on the City-owned Dillingham Library building.

The City has posted photographs of the existing roof and exterior areas of the building on the City website. (www.dillinghamak.us) The existing metal roofing is through fastened metal “R-Panel” metal roofing.

The City is of the opinion the most cost effective approach would be to install new standing seam metal roofing over new insulation foam board placed on the flat plane of the “R-Panel” roofing thereby establishing a flat surface on which to install the new standing seam roofing material.

The new roof will be a standing seam metal roof installed over 2” foam board insulation cut tight to the existing “R-Panel” rolled seam, thereby, creating a flat surface on which to apply the new roofing material. The bidder will provide all labor, fasteners, closures, and miscellaneous materials to install the “MAGNA-LOC” system as manufactured by Metal Sales, Manufacturing Corp. 24 gauge, 16-inch width, and Yield 50 ksi. and Weight of 1.25 psf. or an equivalent product as determined by the Project Manager.

- **Submittal of an alternate product, including specifications and product detail must be included with the bid proposal.**
CONDITIONS AND CONSIDERATIONS:

- The surface area of the roof is approximately 6,500 square feet (65 roofing squares). The exact size and amount of material and labor required to provide a new roof and fascia must be determined beforehand and included in all costs / bid presented in the response by the contractor to this RFP.
  - All fascia board will be covered by metal of the same gauge and color as that of the roofing.
- The contractor must provide engineering establishing the fastening system and methodology for attachment of the new roofing system. The engineering provided by the contractor, to the owner, must be engineered by an Alaska Licensed Engineer, within 10 business days, after the Notice of Intent to Award names the selected contractor. Engineering must be specific to this project and wind conditions for the region.
- The existing 5/8ths inch plywood roof sheathing has been observed by City Staff from the underside by way of the attic space, and is believed to be in good condition.
- The contractor will be solely responsible for the means, methods, techniques, sequences and procedures of construction and will be responsible to protect contents of the building from damage while the project is under construction. The building will be available for use by the public and staff while the project is under construction. The contractor will maintain safe access and egress to the building during normal library business hours.
- The existing roof has leaks in several areas. This condition will not be a defense for the selected contractor should the roof leak after the re-roof project is completed. The re-roof will be warranted against leaks for one year from the date of Substantial Completion.
- After checking and verifying all field measurements contractor will submit to the City’s Project Manager samples of all materials to be used in construction of the project along with color selections available for all exposed products. Once the owner, which will be within 7 business days, selects the colors the Contractor will within 30 calendar days submit shop drawings to the City’s Project Manager for approval. Shop drawings will be approved or returned for correction with comment within 7 business days.
  - No approval by the Project Manager will relieve the contractor from responsibility for errors or omissions in the Shop Drawings
or from responsibility for compliance of all project provisions.

- This project is subject to all Alaska State Statutes pertaining to public works projects. To include AS 36.05.010 and AS 36.10 as periodically amended. Title 36 (Davis Bacon prevailing wage requirements).
- There is no bid bond required with submission of the Proposal but all proposers / contractors must acknowledge an ability to provide a 100% Payment and Performance Bond if awarded the contract for this project. Certificates of Worker’s Compensation, Vehicle and General Liability in the minimum amount of $1,000,000 per Occurrence and $2,000,000 Aggregate for Bodily Injury and Property Damage, including coverage for Premises and Operations Liability, Contractual Liability, Broad Form Property Damage Liability and Personal Injury Liability. Coverage shall not contain any exclusions of Explosion, Collapse, or Underground. Coverage is to be endorsed to include a per project aggregate. Additionally, such insurance shall be considered primary to any insurance carried by the CITY OF DILLINGHAM and the insurer will endorse the policy accordingly.

**ANTICIPATED SCHEDULE**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Note</th>
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<tbody>
<tr>
<td>Proposal Deadline</td>
<td>March 2, 2013 @ 4:00 PM</td>
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<tr>
<td>Notice of Intent to Award</td>
<td>March 15, 2013</td>
</tr>
<tr>
<td>City Council Action to Award</td>
<td>April 4, 2013</td>
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<tr>
<td>Notice to Proceed</td>
<td>April 15, 2013</td>
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<tr>
<td>Begin on site construction</td>
<td>June 2013 (Contractor’s discretion)</td>
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<tr>
<td>Substantial Completion</td>
<td>September 2, 2013</td>
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<tr>
<td>Final Completion</td>
<td>September 9, 2013</td>
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The City is not responsible for any costs and does not have responsibility to any proposers for costs in preparing a Proposal / Bid in response to this RFP. The City is not obligated to accept any proposal as a result of this RFP and may reject all Bids without liability of any kind for any reason.
All Bidders information and Bid Forms are available on the City of Dillingham Website (http://www.dillinghamak.us). Potential Proposers / Bidders must email the City’s Project Manager @ steve_cropsey@me.com (NOTE underscore between “steve” and “cropsey”) of interest in the project and will get confirmation from Steve Cropsey that notice of interest has been received. Any Addenda to this RFP will be posted on the City’s Website and Notice of Addenda will be sent to all confirmed Proposers / Bidders that have, if indicated to the Project Manager of interest in the Project. It will be the Proposer’s / Bidder’s responsibility to make the Project Manager aware if confirmation is not been received of the Proposer’s / Bidder’s interest. The Project Manager can also be contacted @ (760) 567-6868.

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**Bid / Proposal Submittal**

Please submit bid in a sealed envelope clearly marked with the Bidder’s name and labeled “Bid for Re-roof of the Dillingham Public Library / Sam Fox Museum Building”

**The Bid / Proposal shall be delivered to the office of the CITY CLERK of CITY OF DILLINGHAM at the following address not later than 4:00 PM March 2, 2013.**

Janice Williams, City Clerk, CITY OF DILLINGHAM, P.O. Box 889 (141 Main Street) Dillingham, AK 99576.

All Bids must be presented on the Bid Form provided. Cut sheets and specifications for alternate materials must be provided with the Bid.

**Late proposals / bids will not be accepted.**
COMPLETE THE BID FORM

REQUEST FOR PROPOSAL TO PROVIDE DESIGN AND BUILD SERVICES FOR THE RE-ROOF OF THE PUBLIC LIBRARY / SAM FOX MUSEUM

In accordance with the Request For Proposal To Provide Design And Build Services For The Re-Roof Of The Public Library / Sam Fox Museum and the conditions / considerations related thereto, I propose to furnish all labor and materials for the following Lump Sum (LS) price.

BID ITEM

1. Re-roof, using a standing seam metal roof system as described in the RFP to include all fascia the entire Dillingham Library / Sam Fox Museum building located at 304 “D” Street Dillingham Alaska. LS price will include all mobilization, materials and compliance with Alaska Statutes pertaining to publically financed construction projects.

BID

Lump Sum Not to Exceed Price $______________

Price amount written out in words _________________________________________________________________

Bidder Name______________________________________________________

Company (Please Print)

Address__________________________________________________________

Contact Phone_______________________ FAX______________________________

Email____________________________________________________________

By signing and submitting this bid / proposal I attest the Firm mentioned above can provide all required payment and performance bonds in the amount of 100% of the contract price.

I will provide the products specified in the RFP or an equivalent product the product description and specifications are included herewith. Described as ________________________________________________________________.

The specifications are attached.

______________________________________________________________

Authorized Representative (Print)

______________________________________________________________

Authorized Representative (Signature)

______________________________________________________________

Title

Date ___________________

Alternate Product Specification Attached __________ __________

Yes No