

Jefferson R-7 School District

Request for Proposals Memorandum

To: Prospective Bidders

From: Dr. David Haug, Superintendent

Date: 1/4/2024

Re: School Roof Replacement Project

The District is inviting competitive proposals from qualified vendor or vendors for the replacement of some sections of roofing & Poly-Armor coating of other sections at the Platin Primary School. The selected vendor will be responsible for providing all necessary labor, materials, and equipment to complete the project to the district's satisfaction.

Selected bidder will be responsible for removing and reinstalling solar panels.

Project Details:

- Project Name: Platin Primary School Roof Replacement Project
- Location: Jefferson R-VII School District
2400 HWY 61
Festus, MO 63028

- **Contact:** Steven Walters Maintenance Director
Email: walterss@jr7.k12.mo.us
Phone: 636-937-7941

Proposal Submission Requirements:

1. **Proposal Due Date:** Tuesday, February 6, 2024 9:00 am

2. **Submission Address:**

Jefferson R-VII School District
Attn: Dr. David Haug
1250 Dooling Hollow Rd
Festus, MO 63028

RE: School Roof Replacement Project

Proposal Evaluation Criteria:

Proposals will be evaluated based on the following factors:

- **Price:** Competitive pricing for materials and labor.
- **Experience:** Demonstrated experience in similar school roof replacement projects.
- **Quality of Materials:** Utilization of high-quality roofing materials.
- **Timeline:** Ability to complete the project within the specified timeframe.
- **References:** Positive recommendations from previous clients.

Important Dates:

- **Pre-Bid Meeting/Site Visit:** Tuesday, January 16, 2024 9:00 am JHS PAC Gallery
- **Proposal Due Date:** Tuesday, February 6, 2024 9:00 am
- **Bid Opening Date:** Tuesday, February 6, 2024 10:00 am JHS PAC Gallery

Additional Information:

- All proposals must remain valid for a minimum of 90 days from the due date.

For any questions or clarifications regarding this RFP, please contact Steve Walters at walters@jr7.k12.mo.us or 314-800-3778.

Thank you for considering our request. We look forward to receiving your proposal.

Sincerely,

Dr. David Haug
Superintendent
Jefferson R-7 School District

JEFFERSON R-7 SCHOOL DISTRICT

Authorized Signature: _____

Printed Name: _____

Date: _____

GENERAL CONDITIONS

ALL INTERESTED PARTIES SUBMITTING A PROPOSAL IN RESPONSE TO THIS REQUEST

FOR PROPOSALS SHALL BE EXPECTED TO OBSERVE THE CONDITIONS AND REQUIREMENTS SET FORTH IN THESE GENERAL CONDITIONS. SUCH CONDITIONS AND REQUIREMENTS SHALL FORM AN INTEGRAL PART OF THE CONTRACT TO BE AWARDED BY THE DISTRICT. THE DISTRICT RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS AND TO WAIVE ANY TECHNICALITIES THEREIN.

- 1. Proposal Validity:** Proposals, prices, terms, and conditions shall remain firm for a period of ninety (90) days from the due date for Proposals or until the time when the District takes official action on the Proposals.
- 2. Modification of Specifications:** The District reserves the right to modify the specifications prior to the Proposal submission deadline and will endeavor to notify all potential Vendors that have received a copy of the specifications. Failure to notify shall impose no obligation or liability on the District.
- 3. Protection of Proprietary Information:** Due regard will be given for the protection of proprietary information contained in all Proposals received. However, vendors should be aware that all materials associated with the procurement are subject to the terms of the Freedom of Information Act (FOIA) and all rules, regulations, and interpretations resulting therefrom.
- 4. No Gratuities or Favors:** The Vendors shall not offer or give any gratuities, favors, or anything of monetary value to any officer, employee, agent, or Board of Education member of the District for the purpose of influencing favorable disposition toward a submitted Proposal.
- 5. Compliance with Antitrust Laws:** No Company shall engage in any activity or practice that may restrict or eliminate competition or otherwise restrain trade.

6. **Partial Acceptance:** The District may accept one part, aspect, or phase, or any combination thereof, of any Proposal unless the Vendor specifically qualifies its offer by stating that the Proposal must be taken as a whole.
7. **Negotiations:** The District reserves the right to hold negotiations in an attempt to clarify and qualify terms of any Proposal.
8. **Resolution of Inconsistencies:** In case of conflict between the Proposal and the RFP, the District shall resolve any inconsistency in favor of the RFP.
9. **Insurance:** The Vendor shall obtain and maintain a General Commercial Liability Insurance policy and workers' compensation insurance to the extent required by law and as required by the District.
10. **Indemnification:** The Vendor shall indemnify and hold harmless the District and its Board of Education, officers, employees, agents, representatives, and volunteers from all suits, actions, losses, damages, claims, or liability arising directly or indirectly from the negligence of the Vendor. The Vendor shall be responsible to the District for all acts and omissions of Vendor's employees, subcontractors, representatives and agents and any other person or entity performing portions of the Project work for, or on behalf of, the Contractor or any of its subcontractors.
11. **Conflict of Interest and Unauthorized Contact:** The Vendor agrees that no officer or employee of the District shall have any kind of interest in the contract with such Vendor for the Project Work. Unauthorized contact by the Vendor with other District employees or Board members may result in disqualification.
12. **Governing Law:** The Contract shall be governed by and construed in accordance with the laws of the State of Missouri.
13. **Compliance with District Regulations:** The Vendor shall cause all persons performing work to comply with all instructions and regulations issued by the District.
14. **Verification of Information:** The Vendor is responsible for its own verification of all information provided to it. The Vendor must satisfy itself, upon examination of the RFP, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding will be entertained by the District.
15. **Oral Interpretations:** No oral interpretation will be made to any Company regarding the meaning of the RFP.
16. **Other provisions:** Vendor may subcontract with a person or entity to perform the Project work at the District, subject to the District's prior written approval.

The final award of the bid is contingent on negotiations of a contract acceptable to the Board of Education.

The District reserves the right to reject any or all bids and to waive informalities and minor irregularities in bids received. The District, in sole discretion, will determine whether an irregularity is minor.

The District reserves the right to decline any or all bid submissions, or to cancel the RFP, in whole or in part, at any time prior to making an award, for any reason, or no reason, without liability being incurred by the District to any Vendor for any expense, cost, loss or damage incurred or suffered by the Vendor as a result of such withdrawal.

All bids shall be deemed final, conclusive and irrevocable and no bid shall be subject to correction or amendment for any error or miscalculation. No bid shall be withdrawn without the consent of the District after the scheduled closing time for the receipt of bids.

**THANK YOU FOR YOUR PROPOSAL TO THE JEFFERSON R-7 SCHOOL DISTRICT
JEFFERSON R-7 SCHOOL DISTRICT**

Request for Proposal Bid Form

Please submit completed Bid Form with your proposal documents

****Name of Bidder:****

****Address (Street):****

****Address (City, State, Zip Code):****

****Phone #:****

****Fax #:****

****Email Address:****

The undersigned acknowledges the receipt of the following Addenda:

- ****Addendum No. _____ Date: _____****
- ****Addendum No. _____ Date: _____****

****Base Bid Price:****

The undersigned bidder agrees to provide all products or perform services required as shown and indicated in the request for proposal specifications for the sum of:

****\$ _____****

(Amount in words: _____ Dollars)

****Alternate Bids: (As Specified)****

- ****\$ _____****
- ****\$ _____****

****Completion/Delivery Date (Products/services):** _____**

****Additional Incentives:****

- ****Scholarship sponsorship funding with specific dollar amounts \$ _____****
- ****Signage sponsorship funding with specific dollar amount \$ _____****
- ****Other benefits provided by vendor, please list:****

The Proposer hereby declares understanding, agreement, and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and

conditions, requirements, and specifications of the original Request for Proposal (RFP) and as modified by any addenda thereto.

The Jefferson R-7 School District and the Board of Education would like to thank Bidders for their responses. Please complete the bid form, note any necessary modifications, and submit.

****Authorized Signature:**** _____

****Printed Name:**** _____

****Date:**** _____

Jefferson R-VII Construction Specifications

Reroof Section A TPO, PVC, or equivalent

1. *Set up for reroofing operation as approved by Building Owner (Jefferson R-VII).
2. *Set up all required safety lines and guard rails as required by OSHA.
3. Remove and dispose of the existing single ply membrane, associated recovery board, and insulation down to the existing decking.
4. Lower all debris from the roof surface in an approved manner. Protect all building faces where needed to assure that no damage occurs.
5. Inspect the exposed deck area daily and prepare for roof replacement. Repair/replace deficient roof decking as needed.
6. Awarded bidder to Discard and haul away all insulation and old roofing in an orderly fashion by way of company vehicles, or local dumpster service.
7. Adhere new 2" Nail Base over existing using low rise bead applied adhesive.
8. Install new wood blocking to perimeter to accommodate the new insulation thickness chosen.
9. Install new Duro-Guard Isocyanurate or equivalent insulation to the entire exposed area to meet chosen R-value. Fasten each sheet using 5 fasteners per 4 x 8 sheet.
10. Install mechanically attached TPO, PVC, or equivalent Roofing System as described herein to maintain a UL Class A Fire Rating and FM I-90 Wind Uplift Rating.
11. Install new TPO, PVC, or equivalent prefabricated edging or Trim and seal properly to assure a neat looking appearance.
12. Install a new Exceptional Metals, (MX6") commercial Gutter with apron to the exposed eaves of the roof. Install new down spouts to match existing.
13. Install TPO, PVC, or equivalent prefabricated roof flashings to each roof penetration.
14. Install TPO, PVC, or equivalent prefabricated wall flashing to all interior walls.
15. Install the TPO, PVC, or equivalent prefabricated wall membranes to the perimeter.

16. Install new Exceptional Metals (5") 2-piece edge metal. Nail the clip in place first aligning the joints. Nail the membrane through the face of the clip. Snap the cover in place over the fastened membrane.
17. Seal and terminate each obstruction using TPO, PVC, or equivalent termination bar and sealant.
18. Reuse the existing counterflashing where appropriate (walls).
19. Seal TPO, PVC, or equivalent membrane to existing roof drain. Bypass the roof drain if needed using TPO, PVC, or equivalent prefabricated drain boot and rings.
20. Install one TPO, PVC, or equivalent breather vent at a rate of one per every 1000 sq. ft. of membrane surface.
21. *HEAT WELD all flashings to the base membrane creating a one-piece roof system.
22. *Clean the adjacent work areas on a daily basis so as not to hinder the normal operations of the building owner

NOTE: _____ will be the responsibility of
«Customer Company».

Reroof Section B (PolyArmor)

PolyArmor - Reactive Plastic Advanced Membrane Roof System is recommended for this project for the following reasons:

Recommendation:

- Very cost effective over complete tear off and replacement. Typically, 1/3 of the cost.
- NO SEAMS. Roof is cured in place resulting in a custom fit, monolithic membrane.
- The roof system is tested and approved for full emersion. It will not fail due to ponding water.
- The final system adds 80 mils to existing roof and is chemically bonded to entire existing surface.
- No installation down time or roof tear off eliminating possible disruptions of day to day operations during application.
- Easily repaired when damaged. Maintenance personnel are able to easily repair this roof without any tools or advanced training.
- Roof system is a polyurea formula specifically designed for high impact and chemical resistance. Extremely durable.
- With a good maintenance program PolyArmor can be designed to NEVER be replaced. (No tear-off Lifetime Roof)
- PolyArmor is a green product with virtually no VOC's. Saving landfills by eliminating tear-off of undamaged materials.

Project Scope:

1. *Set up for reroofing operation as approved by Building Owner (Company).
2. *Set up all required safety lines and guard rails as required by OSHA.
3. Lower all debris from the roof surface in an approved manner. Protect all building faces where needed to assure that no damage occurs.
4. Clean and Prep entire roof surface using minimum 4000 psi pressure washing system with independent water supply and carbon releasing cleaning solution.
5. Repair existing holes and failed seams prior to roof system application.
6. Inspect roof for areas of saturation. Remove and replace as necessary.

7. Properly adhere EPDM in areas that have come loose from substrate and repair seams.
8. Replace wood block pipe stands with equivalent or better stands.
9. Caulk all seams on existing metal parapet cap using industrial moisture cure caulk.
10. Raise all HVAC units not set on roof curbs, remove any wood blocking, apply roof system and reset on new composite style HVAC stands. Slip sheets loose laid under the stands to protect new roof.
11. Install first layer of PolyArmor Roof System as outlined in spec at a 40-mil application rate.
12. Install second layer of PolyArmor Roof System as outlined in spec at a 40-mil application rate to complete the 80-mil assembly.
13. System will be installed over parapets and all existing fasteners, baton strips or term bar to prevent any areas above roof line from leaking behind roof.
14. *Clean the adjacent work areas on a daily basis so as not to hinder the normal operations of the building owner
15. 30 Year Warranty included.

NOTE: _____ will be the responsibility of
«Customer Company».