

Bangor Public Schools

REQUEST FOR PROPOSAL (RFP) SCHOOL BUILDING ROOF AGREEMENT

Bangor Public Schools
801 W. Arlington St.
Bangor Michigan, 49013
Phone: (269)427-6800
jwindiate@bangorvikings.org

Prepared by: James Windiate

Submission Deadline: September 20, 2019. 2:00 PM

Bidder's Meeting: September 12, 2019 on site: Bangor High School, 3:00 PM

Question Submission Deadline: September 16, 2019

Questions can be submitted prior to the bidders meeting on September 12; however, no answers will be provided and/or circulated prior to that date.

Questions may be submitted in written form no later than September 16, 2019 to:

James H. Windiate
801 W. Arlington St.
Bangor, Michigan 49013
jwindiate@bangorvikings.org

Question or information regarding Project finances, contact:

Kara Corniel
Business Manager
Phone: (269)427-6800 Ex.1104
kcorniel@banorvikings.org

Familial Disclosure

All bidders must provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid. The bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the Owner or the employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, or chief executive officer of the public school academy. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

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Iran Business Relationship Affidavit

All bidders must comply with the Iran Economic Sanctions Act. Bidders must provide a signed copy of Iran business relationship affidavit.

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Roof Maintenance Plan Service Request

Building Locations:

Bangor Community Education Center: 12 N Walnut St. Bangor, Michigan 49013
Bangor High School: 801 W Arlington St. Bangor, Michigan 49013
Bangor Middle School: 803 W Arlington St. Bangor, Michigan 49013
Bangor Elementary School: 309 S Walnut St. 49013

TERMS OF COVERAGE: 5 Years

REQUESTED SERVICE TO INCLUDE:

INSPECTIONS, HOUSEKEEPING, AND PREVENTIVE MAINTENANCE

Periodically, during the term of this Agreement, contractor will inspect the roof and provide preventive maintenance and general housekeeping services.

Contractor to also provide additional roof inspections and a corresponding report after any major storm at no additional charge to owner. Owner will notify contractor within 24 hours of occurrence.

Roof inspection services include:

1. Visual inspection of the roof membrane and roof surface conditions.
2. Inspection of the flashing systems including, but not limited to, the metal edge system, base flashings on equipment and adjoining walls, counter flashing and termination details, soil stacks and vents, and inspection of roofing details for rooftop projections and

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equipment such as pitch pans, HVAC equipment, skylights and access hatches.

Preventive maintenance services include:

- Flashing components and details – Patch minor flashing defects and kick holes, reinforce open flashing laps, seal open metal edge laps and open flanges within reason, seal open coping joints, seal expansion joint laps, re-secure and/or seal intermittent fasteners that have backed out, refill pitch pans, caulk storm collars and reseal intermittent voids in termination bar and counter flashing. Owner will be advised of any extensive repairs required.
- Roof membrane – Repair intermittent splits, tears, open laps and breaks in the membrane. If extensive repairs are required, Owner will be advised. Patch any fractured blisters or those in danger of fracture due to traffic. If extensive repairs are required, owner will be advised.
- Drains, Gutters and Scuppers – Tighten drain bolts and clamping rings. Owner will be advised of missing drain strainers. Repair strip-in around drains and scuppers, re-secure gutters and seal open gutter joints.

General rooftop housekeeping services include:

- Removal of debris (i.e., leaves, branches, paper and similar items) from the roof membrane and drainage areas.
- Disposal of debris will be at the Owner's approved on-site location.

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General rooftop housekeeping does not include removal of obsolete HVAC components, any construction materials left by other trades and other equipment left on the roof.

Leak Response Program

Toll free, 24 hour-a-day phone number to which leaks can be reported. If necessary, a follow-up inspection to the leak area will be conducted to examine the repair quality and identify additional roofing concerns.

Contractor to respond to leaks within 48 hours

Leaks to be billed on time and materials if leaks are not included in negotiated maintenance agreement (See alternate 1 below)

Roof Inspection Report

Contractor to provide the Owner with reports from the roof inspections performed under this Agreement. The reports will include documentation of work completed that include descriptions, photographs, and recommendations. The reports will be provided through an information online database, which the Owner and its authorized representatives can access 24/7 as described herein. Leak history, and all repairs performed to be updated in online database in addition to periodic roof maintenance inspections.

Warranted Leak Coverage: (Alternate 1)

In addition to the above services, contractor to cover the cost of all leaks, from the roofing system, for the term of the coverage (5 Years).

- Contractor to provide a list of required start up repairs required to be paid by owner prior to execution of leak free warranty.

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Submittals

- Contractor to submit unexecuted sample contract for review by owner.

DEADLINE TO SBMIT PROPOSAL

All proposals must be received by Bangor Public Schools no later than 2:00 PM on September 20, 2019 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

- Proposals received by the stipulated deadline must be in the correct format.
- Bidder's alleged performance effectiveness of their proposal's solution regarding the Project Objective of Bangor Public Schools.
- Bidder's performance history and alleged ability to timely deliver proposed services.
- Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
- Overall cost effectiveness of the proposal.

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Bangor Public Schools shall reserve the right to cancel, suspend, and/or discontinue any proposal at any time they deem necessary or fit without obligation or notice to the proposing bidder/contractor

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

- Bidder's Name(s)
- Bidder's Address
- Bidder's Contact Information (and preferred method of communication)
- Legal Form of Bidder (e.g. sole proprietor, partnership, corporation)
- Date Bidder's Company Formed
- Description of Bidder's company in terms of size, range and types of services offered and clientele.
- Bidder's principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
- Bidder's Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in Michigan (e.g. business license number).
- Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.

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- Organization chart showing key personnel that would provide services to Bangor Public Schools

Financial Information

- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of Reorganization under the Bankruptcy Code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any or equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from Bangor Public Schools, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.

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- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

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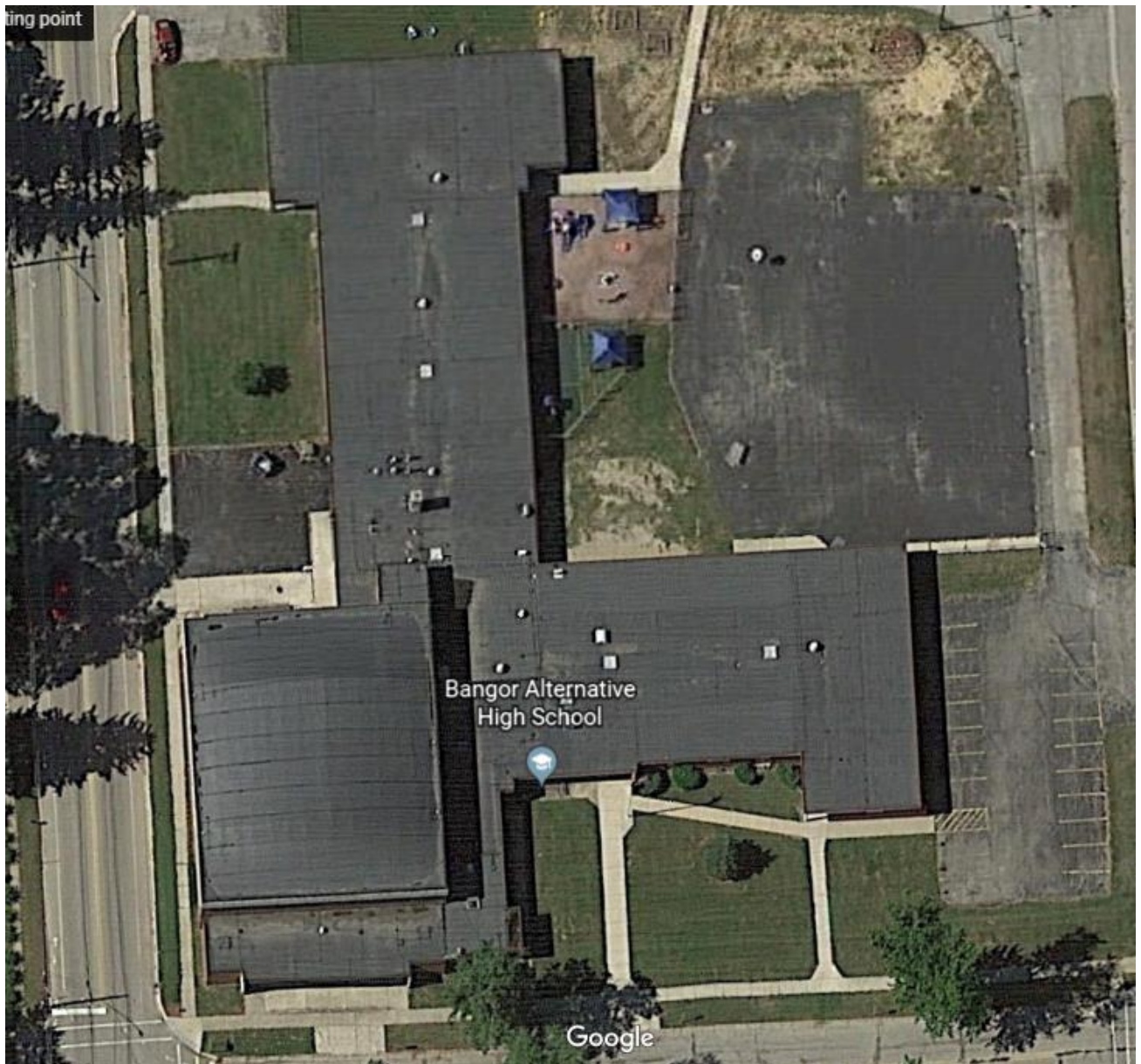


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AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of the below-named bidder (the "Bidder"), pursuant to the compliance certification requirement provided in the Bangor Public Schools District (the "School District") Request For Bids For _____ (the "RFB"), hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event the Bidder is awarded a contract as a result of the aforementioned RFB, the Bidder will not become an "Iran linked business" at any time during the course of performing any services under the contract.

The Act defines an Iran Linked Business as an individual or any entity, including all successors, parent companies, subsidiaries and companies under common control, engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, including providing of products used to construct or maintain oil or liquefied natural gas pipelines.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a Request for Proposal for three (3) years from the date it is determined that the person has submitted the false certification.

STATE OF MICHIGAN)

) ss

COUNTY OF _____)

The undersigned, authorized representative of the bidder _____
(Company name)

does hereby acknowledge that bidder has read the foregoing disclosure statement and the statements herein contained are true.

Signature of Bidder (Company) Representative

Print Name

Title

Subscribed and sworn to before me this ____ day of _____, _____.

Notary Public, _____ County, Michigan

My commission expires: ____/____/____

**AFFIDAVIT OF BIDDER
FAMILIAL RELATIONSHIP**

Pursuant to MCL 380.1267, a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Bangor Public Schools District Board of Education or the Bangor Public Schools District Superintendent must be accompanied with the bid. **Bids without this affidavit will not be accepted.**

The members of the Bangor Public Schools Board of Education are: Derek Babcock, Joyce Adams, Sarah Gray, Jennifer Zordan, Betsy Finch, Dick Watkins, and Abbi Grimes-Abbot.

The Bangor Public School District Superintendent is: Lynn Johnson

The following are the familial relationships:

There are none.

STATE OF MICHIGAN)
) ss

COUNTY OF _____)

The undersigned, authorized representative of the bidder _____
(Company name)
does hereby acknowledge that bidder has read the foregoing disclosure statement and the
statements herein contained are true.

Signature of Bidder (Company) Representative

Print Name

Title

Subscribed and sworn to before me this ____ day of _____, _____.
Notary Public, _____ County, Michigan
My commission expires: ____/____/_____