



Request for Proposals City of Cherryvale Roof Damage Repair

2024

Following is the request for proposals for roof damage repair on City of Cherryvale properties.

Roof Damage Repair Request for Proposals | 2024

Invitation for Bids

The City of Cherryvale, Kansas is announcing a request for proposals from a professional roofing company. The purpose of the Request for Proposal (RFP) is to obtain quotes and/or bids for providing the City of Cherryvale with roof repairs to City buildings damaged in a storm.

Karen Davis
City Clerk
123 W Main Street
Cherryvale, KS 67335
620-336-2776

Request for Proposals

City of Cherryvale Roof Damage Repair

Posted on website

www.cherryvaleusa.com

August 20, 2024

Response Due: Prior to 12:00 PM, September 16, 2024

Office of City Clerk RFP – Roof Repair
City of Cherryvale
123 W. Main Street
Cherryvale, Kansas 67335

Roof Damage Repair Request for Proposals | 2024

Request for Proposal:

Roof Damage Repair May 6, 2024 Storm

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SECTION 1 INTRODUCTION & PROJECT SUMMARY

This Request for Proposal (RFP) is to contract a professional roofing company.

The City of Cherryvale experienced a storm on May 6, 2024, that caused damage to numerous City building roofs. The City of Cherryvale is seeking proposals to repair those roofs as identified below by our insurance carrier.

The locations for repair and installation are:

- 326 S. Liberty – Shelter – Logan Park
- 326 S. Liberty – Restroom – Logan Park
- 326 S. Liberty – Storage – Logan Park
- 326 S. Liberty – Bath House - Pool

SECTION 2 SCOPE OF WORK

PHASE 1 – Estimate of repair for the above locations

The City of Cherryvale is requesting a proposal for the repair and/or replacement of the above locations' roofs, soffit and fascia. The contractor shall provide and pay for all materials, labor, tools, equipment, removal and disposal of tear off material, clean site and transportation of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. All supplies and materials shall be new.

PHASE 2 – City will award the contract

The City of Cherryvale will award the contract with the contractor completing the work within 30 days of the award date based on the availability of materials needed to complete the roof repairs.

Existing Conditions

The contractor, in undertaking the work under this contract, is assumed to have visited the premises and to have taken into consideration all conditions which might affect the work. No consideration will be given to any claims based on lack of knowledge of existing conditions.

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SECTION 3 PROPOSED SCHEDULES

TENTATIVE SCHEDULE OF DATES:

Advertise for Proposals	Date: August 20, 2024
Deadline for Proposal Submission	Date: 12:00 p.m., September 16, 2024
Questions or access	Contact: Mike Passauer, 620-330-2242
Proposal Award:	Date: Anticipate by October 7, 2024
Projects Completed:	Date: 30-days from the award

SECTION 4 PROPOSED CONTENT

PROPOSAL CONTENT

Proposals shall address the following items in numerical order.

1. Qualifications and Experience. Detailed information on the history, qualifications, and experience of the firm and key personnel participating on the project, including identifying the project manager.
2. Insurance. Proof of liability insurance, personal injury including death and workers compensation coverage.
3. Licensed with the the State of Kansas to do roofing
4. Project Approach. Provide a timeline of the proposed building repairs
5. Cost Proposal. Submit your bid on the attached bid sheet.

Proposals will be evaluated based primarily on the following criteria:

1. Overall proposal quality and responsiveness to the Request for Proposals, including but not limited to the completeness, clarity, conciseness, and overall comprehension of the scope of work.
2. Qualifications of the respondents, as evidenced by the knowledge, skills and experience of the firm's proposed team with similar projects.
3. Demonstrated proven experience with similar projects
4. Respondent's personnel and available resources devoted to the project
5. Ability to complete the work in the designated period.
6. Project Cost

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SECTION 5 INSTRUCTIONS FOR SUBMITTAL

INSTRUCTIONS:

Submissions must include one (1) hard copy of the proposal by 12:00 p.m. CST on September 16, 2023.

Proposals shall be directed to:

Karen Davis, City of Cherryvale, 123 W. Main St., Cherryvale, Kansas 67335, 620-336-2776

Proposals must be received by the time specified at the address listed above. Any proposals received after the deadline will not be considered.

The City of Cherryvale reserves the right to reject to add or delete options after the proposal is awarded, and expects appropriate credit or debit for said options. The City of Cherryvale reserves the right to accept or reject any or all bids or to waive any irregularities should any occur as may best benefit the City.

This proposal is good for 30 days from the opening date.

BID TAB

Alternative Bids Permitted: A bidder may submit a bid on each individual property or may submit one bid for all properties combined, or do both.

A. Individual Bid

- | | |
|---|----------|
| 1. 326 S. Liberty – Shelter – Logan Park | \$ _____ |
| 2. 326 S. Liberty – Restroom – Logan Park | \$ _____ |
| 3. 326 S. Liberty – Storage – Logan Park | \$ _____ |
| 4. 326 S. Liberty – Bath House - Pool | \$ _____ |

B. Combined Bid \$ _____

Name of Contractor

Address

Signature

Date

Title

Phone Number

Email

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