

## Town of Greeneville for Proposals for Roof replacement

### INTRODUCTION

The Town of Greeneville is issuing a Request for Proposal (RFP) for the replacement of the roof on the Town Hall building address: 200 N. College St. Greeneville TN 37745.

### PROPOSED SCHEDULE

The following is an anticipated scheduled of events concerning the RFP process:

<u>Activity</u>	<u>Date</u>
Distribution of RFP	5/26/2023
RFP Response Deadline	6/12/2023 11:00 am
Evaluation by City Council	6/20/2023

### MINIMUM REQUIREMENTS

The proposer shall have the demonstrated ability to provide materials and labor to replace the existing roof on the Town Hall Building located at the above Address -approx.12,500 sq ft of roof area.

### PROPOSAL TERMS AND CONDITIONS

This is a turnkey job. All aspects of this job shall be left in a finished condition.

All bidders are advised to visit site to verify all conditions and dimensions.

Contractor shall perform work on regular time and shall invoice work time and material not to exceed the quoted price.

During the construction period, coordinate construction schedules and operations with the Town of Greeneville.

Contractor to assure that job site is clean of nails, debris, etc., at end of each day to ensure safety. Contractor shall clean up and haul away all scrap when work is completed to an approved location.

Contractor, employees, or sub-contractors shall be licensed, certified, or registered as required. The contractor shall have a Certificate of Insurance on file with the Town of Greeneville. Such insurance shall show on their face that the Individual or Entity is a named insured and must include the Town of Greeneville as "Additional Insured" under its policies and must be endorsed to the applicable policy. Contractor shall have insurance that shall protect the contractor from claims which may arise out of or result from the contractor's operations under the contract and for which the contractor may be held legally liable, whether such operations be by the contractor or by sub-contractor or by anyone

directly or indirectly employed by any of them, or anyone associated with them for whose acts they may be liable.

Contractor shall obtain all fees and permits required for project.

At all times, the Contractor shall have a copy of project specifications, permits, and certificate of insurance on project site during this project. Contractor shall comply with all applicable codes, standards, and regulations in execution of project.

### **DISPOSITION OF PROPOSALS**

All proposals become the property of the Town of Greeneville upon submission and are public records. The cost of preparing, submitting, and presenting a proposal is the sole expense of the proposer. The Town of Greeneville reserves the right to reject any or all proposals received because of this solicitation, to negotiate with any qualified source, to waive any formality and any technicality, or to cancel this RFP in part or in its entirety; all as determined by the Town of Greeneville to be in the best interests of the town. This solicitation of proposals in no way obligates Town of Greeneville to award a contract.

### **QUESTIONS**

All questions related to this RFP shall be forwarded to Lora Young via e-mail to [lyoung@greenevilletn.gov](mailto:lyoung@greenevilletn.gov).

### **RESPONSES**

All proposals should be submitted by mail or delivered in person by June 12, 2023 at 11:00 am to:

**Town of Greeneville  
Town Hall Roofing Bid  
200 N. College St.  
Greeneville, TN 37745**

Failure to comply with these requirements may result in rejection of the response.

### **TITLE VI**

Contractor assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.I. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).



Image is aerial shot from Google of Town Hall.

Below is estimated measurements (not precise).

Area square footage is approximately 12,500.

