

# **MONROE COUNTY**

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## **MONROE COUNTY BOARD OF COMMISSIONERS**

### **INVITATION TO BID**

#### **FOR**

**THE RE-ROOFING PROJECTS FOR VONORE ELEMENTARY,  
RURAL VALE AND SWEETWATER HIGH SCHOOL FOR THE  
MONROE COUNTY BOARD OF EDUCATION**

**BID NUMBER – BOE1173-02-22**

**Monroe County Department of Finance  
103 College Street South Ste 9  
Madisonville, Tennessee 37354  
(423) 442-9383**

**Monroe County Board of Commissioners  
Madisonville, Tennessee 37354  
(423) 442-9383**

**Bid Prepared By:**

**Invitation to Bid Number:**

**Monroe County Finance Department**

**BOE1173-02-22**

**March 15, 2022**

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Sealed bids, subject to the specifications and conditions contained herein and attached hereto, will be received in the Finance Department, J.P. Kennedy Building, until, but no later than **2:00 P.M. (EST.)** local time prevailing, **March 15, 2022** and then publicly opened and read for the Roof Replacement of Vonore Elementary School, Rural Vale Elementary School and Sweetwater High School for the Monroe County Board of Education, as authorized by the Monroe County Board of Commissioners.

No bid can be withdrawn after the scheduled closing time for receipt of bids for sixty (60) calendar days.

To be considered, your bid must be submitted on the copy of this Invitation to Bid. Bidders shall sign this form in the space provided and submit bid document to Monroe County Department of Finance, 103 College Street South Ste. 9, Madisonville, TN 37354. Bids shall be returned in the enclosed bid envelope, properly completed and sealed. Bids will not be accepted via fax machine or e-mail.

Time is of the essence and bids received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. The date and time stamp in the Finance Department shall determine the time of receipt. Bidders are responsible for ensuring that the Finance Department personnel stamp their bids before the deadline indicated. Late bids received will be so noted in the bid file in order that the vendor's name will not be removed from any future bid/vendor list.

If you desire not to quote on the Invitation, please forward your acknowledgment of NO BID. Return of the "Terms and Signature Sheet" with authorized signature and indication of NO BID is appropriate. Failure to comply may cause for removal of your company's name from the bid list for subject commodity.

It is the policy of Monroe County, Tennessee to ensure compliance with Title VI of the Civil Rights Act of 1964; 49 CFR, Part 21. No person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance on the grounds of race, color, sex, disability, or national origin.

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party hereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

**1. Award**

The County reserves the right to reject any or all Bids/Proposals, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids/Proposals. The County further reserves the right to reject the Bid/Proposal of any Bidder/Proposer whom it finds, after reasonable inquiry and evaluation, to not be responsible. The County may also reject the Bid/Proposal of any Bidder/Proposer if the County believes that it would not be in the best interest of the Project to make an award to the Bidder/Proposer. The County also reserves the right to waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Bidder/Proposer. More than one Bid/Proposal for the same work from an individual or entity under the same or different names will not be considered. Reasonable grounds for believing that any Bidder/Proposer has an interest in more than one Bid/Proposal for the Work may be cause for disqualification of the Bidder/Proposer and the rejections of all Bids/Proposals in which that Bidder/Proposer has an interest. If the Contract is to be awarded, the County will award the Contract to the Bidder/Proposer whose Bid/Proposal is the best interest of the Project. Disputes arising from the award of the Bid/Proposal must be submitted in writing to the Monroe County Purchasing Agent and received no later than three (3) calendar days from contract award date. In the event no funds are appropriated by the County for the goods and services specified or insufficient funds exist for future orders, the County is under no obligation to make a contract award, contract renewal, or purchase.

**2. Preparation of Bids/Proposals**

- (A) Bidder/Proposers are expected to examine all Bid/Proposal documents. Failure to do so will be at the Bidder/Proposer's risk.
- (B) Each Bidder/Proposer shall furnish all information required by the Request. The Bidder/Proposer shall sign the Bid/Proposal documents; erasures or other changes shall be initialed by the person signing the offer.
- (C) Unit price shall include freight unless otherwise specified in the request. In case of discrepancy between any unit price and an extended price, the unit price shall govern.
- (D) Bidder/Proposers must state a definite time for delivery of supplies or for performance of services unless otherwise specified in the invitation.
- (E) Delivery time, when stated as a number of days, will include Saturdays, Sundays, and holidays.

**3. Availability of Requested Items**

Bidder/Proposers must accept responsibility for verifying availability of specified items prior to submission of Bid/Proposal. Bidder/Proposer shall notify the County no less than 96 hours prior to the Bid/Proposal deadline per Tennessee Code Annotated (T.C.A.) § 12-4-126 if specified items are discontinued, replaced, or will not be available for an extended period of time.

**4. Restrictive or Ambiguous Specifications**

It is the responsibility of the prospective Bidder/Proposer to notify Monroe County Purchasing if there is a question as to the specifications or bid/proposal procedures being formulated in a manner that would unnecessarily restrict competition. Any such question must be received no less than 96 hours prior to the Bid/Proposal deadline per T.C.A. § 12-4-126. These requirements also apply to specifications or procedures that are in error or ambiguous.

**5. Delivery**

Delivery will be f.o.b. destination unless otherwise specified in the Bid/Proposal document. This will apply to regular and normal stock items and special items which must be ordered direct from manufacturer.

**6. Federal Tax and State Sales Tax**

Purchases by the County are not subject to any state sales or federal excise taxes. Exemption certificates shall be furnished by the County upon the Contractor's request.

**7. Addenda**

No modifications to the Bid/Proposal shall be binding upon the County unless made in writing by an authorized representative of the Monroe County Purchasing Department. Bid/Proposal addenda, if issued, are posted on the County's website: [www.monroctn.com](http://www.monroctn.com). Prior to submitting a Bid/Proposal, it is the responsibility of the Bidder/Proposer to ascertain that they have received all addenda issued and bid/propose accordingly. No addenda will be issued later than 48 hours prior to Bid/Proposal deadline per T.C.A. § 12-4-126.

**8. Submission of Bids/Proposals**

- (A) Bid/Proposal shall be enclosed in a sealed envelope and addressed to the Monroe County Purchasing Department, 103 South College Street, Madisonville, TN 37354. The name and address of the Bidder/Proposer shall be identified on the face of the envelope along with the Bid/Proposal number and title. Bids/Proposals for construction projects exceeding \$25,000.00 must include the required contractor license information on the face of the envelope per T.C.A. § 62-6-119.
- (B) The County does not accept Bids/Proposals by facsimile or any electronic transmission. See Clause 9 under Terms and Conditions of the request for Bid/Proposal regarding Bid/Proposal modifications or withdrawal.
- (C) Samples of items, when required, must be submitted within five (5) calendar days and at no expense to the County unless otherwise specified by the County. If not consumed by testing, samples will be returned at Bidder/Proposer's request and expense unless otherwise specified in the Invitation.

- 9. Modification or Withdrawal of Bids/Proposals**  
Bids/Proposals may be modified or withdrawn by signed written notice to Monroe County Purchasing or in person by an authorized Bidder/Proposer representative provided the modification or withdrawal is received prior to the Bid/Proposal deadline. A Bidder/Proposer representative making a modification in person shall have proper identification and shall initial the change. The Bidder/Proposer representative shall sign a receipt for the withdrawal of a Bid/Proposal. A telegraphic notice with an authorized signature would be acceptable for Bid/Proposal modification or withdrawal. It is the Bidder/Proposer's responsibility to confirm receipt of the modification or withdrawal. The telegraphic communications shall not reveal the Bid/Proposal price but shall provide the addition, subtraction or other modifications so that the final prices or terms will not be known by the County until the sealed bid is opened.
- 10. Late Bids/Proposals**  
It is the responsibility of the Bidder/Proposer to deliver their Bid/Proposal or modification on or before the deadline date and time. The time of record will be the date/time stamp of the Monroe County Finance Department. Late bids/proposals will not be considered or returned.
- 11. Qualifications of Bidder/Proposers**  
In evaluating Bid/Proposal, the County will consider whether or not the Bid/Proposal complies with the prescribed requirements, and such alternates, unit prices and other data, as may be requested in the Bid/Proposal form or prior to the Notice of Award. The County will consider the qualifications of Bidder/Proposer and may consider the qualifications and experience of Subcontractors, Supplies, and other individuals or entities proposed for those portions of the work which the identity of Subcontractors, Suppliers, and other individuals or entities must be submitted. The County may conduct such investigations as the County deems necessary to establish the responsibility, qualifications, and financial ability of Bidder/Proposers, proposed Subcontractors, Suppliers, individuals, or entities proposed for those portions of the Work in accordance with the Contract Documents. The County may make such investigations as are deemed necessary to determine the ability of the Bidder/Proposer to perform the work and the Bidder/Proposer shall furnish all such information and data for this purpose as the County may request. The County reserves the right to reject any Bid/Proposal if the evidence submitted by the investigation of such Bidder/Proposer fails to satisfy the County that such Bidder/Proposer is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.
- 12. Subcontracts**  
The Bidder/Proposer is specifically advised that any person, firm, or other party to whom it is proposed to award a subcontract under this contract must be acceptable to and approved by the County.
- 13. Non-Collusion**  
The requirements of State and Federal Antitrust Law, as well as the terms and conditions of the Bid/Proposal, require that all decisions made as to matters concerning this Bid/Proposal be made on an individual firm basis. By signing this Bid/Proposal, the Bidder/Proposer certifies that no company employees, agents, or representatives colluded in any respect with any other person or firm as to the terms and conditions of the company's Bid/Proposal. Any concerted activity with respect to this Bid/Proposal will be reported to the Antitrust Division of the Office of Attorney General, State of Tennessee.
- 14. Compliance with Applicable Laws**  
The Bidder/Proposer shall comply with all laws relating to the manufacture, sale and purchases of items or services by County Governments insofar as they pertain to the purchase made under this contract.
- 15. Bid/Proposal Acceptance**  
Bid/Proposal prices quoted shall be subject to acceptance by the County for a period of sixty (60) calendar days from the Bid/Proposal deadline, unless Bidder/Proposer indicates otherwise in their Bid/Proposal. If awarded the Bid/Proposal within the time frame specified, Bidder/Proposer agrees to furnish all services described or specified
- 16. Acceptance of Bid/Proposal Content**  
The successful contractor's bid/proposal content shall become a contractual obligation if procurement action ensues. Failure of the successful Bidder/Proposer to accept these obligations in a contractual agreement may result in cancellation of the award.
- 17. Notification to County**  
If no Bid/Proposal is to be submitted in response to this Bid/Proposal, it is not necessary to return the request; however, notice should be given to the County if the recipient wishes to remain on the County's Bidder/Proposer list for future solicitations.
- 18. Standard Contract**  
The County reserves the right to incorporate standard county contract provisions into any contract negotiated as a result of any Bids/Proposals submitted in response to the Request for Bid/Proposal.
- 19. News Releases**  
News releases pertaining to this procurement or any part of the Bid/Proposal shall not be made without the written approval of the County Purchasing Director.

## Terms and Conditions of Purchase

### 1. Definitions

- A. The "County" is Monroe County, Tennessee, and includes its designated representatives.
- B. The "Contractor" is those mentioned as such "contractor, seller, vendor, supplier", in the contract and includes their designated representatives.
- C. The "Specifications" include instructions to vendors, the terms and conditions of purchase, the definitions and the technical specifications of the work.
- D. A "Subcontractor" is a person, firm or corporation having a contract with the Contractor to furnish labor and materials or both, or who perform services of the project.
- E. "Calendar Days" are consecutive days, as occurring on a calendar without regard to the day of the week, month, year, or holidays.
- F. The National Institute of Governmental Purchasing (NIGP) Online Directory of Procurement Terms, at [www.nigp.org](http://www.nigp.org), will govern on questions as to any other definition in this contract.

### 2. Contract Terms

Upon award, the performance of the contract shall be covered solely by the terms and conditions set forth herein. Authorization to furnish goods/services will be made via purchase order, or blanket order as appropriate, signed by the County Purchasing Agent and Finance Director or other designated personnel. Any language contained on any invoice, shipping order, bill of lading or other document furnished by the seller at any time and the acceptance by the County of any goods/services to be furnished hereunder accompanied by any such document shall not be construed as an acceptance by the County of any terms or conditions contained in such document which are inconsistent with the terms and conditions set forth in this Invitation. Any different or additional terms contained in the seller's acceptance are hereby objected to.

### 3. Contract Modification

The contract expresses the complete agreement of the parties. Any changes hereto must be in writing and signed by the County Purchasing Agent. No other individual is authorized to modify the contract in any manner.

### 4. Delivery Requirement

To insure adequate service level to the people, the County requires that all goods or services ordered will be delivered when specified. Time is, therefore, the essence of this contract. If deliveries are not made or services performed at the time agreed upon, the County reserves the right to cancel and purchase elsewhere and hold seller accountable therefore.

### 5. Transportation Charges

When terms of delivery or conditions of this order are f.o.b. destination, all transportation charges shall be paid by the seller.

### 6. Packaging

The County will not be liable for any charges for packaging, crating, carting, drayage, or storage in excess of the purchase price of this order unless stated otherwise herein.

### 7. Quantities

The County assumes no obligation for articles or materials shipped in excess of the quantity ordered hereunder. Any unauthorized quantity is subject to the County's rejection and return at seller's expense.

### 8. Indemnification and Insurance

If any work covered by this contract is to be done on the County's premises, Contractor agrees to carry liability and Worker's Compensation insurance satisfactory to the County and to indemnify the County against all liability, loss and damage arising out of any injuries to persons and property caused by the Contractor, his employees or agents. The Contractor will furnish written evidence of such insurance coverage if requested.

### 9. Inspection and Acceptance

The Contractor shall be responsible for all materials or services until they are delivered and accepted. No materials or services received by the County pursuant to this contract shall be deemed accepted until the County has had reasonable opportunity to inspect said materials or services. All materials discovered to be defective or does not conform to any warranty of the seller herein, upon initial inspection or at any later time if the effects contained in the materials were not reasonably ascertainable upon inspection, may be returned at the seller's expense for full credit or replacement. No goods returned as defective will be replaced without buyer's written authorization. Such return shall in no way affect the County's discount privileges or exclude any other legal, equitable or contractual remedies the County may have therefore. Performance of services shall be completed to the County's satisfaction.

### 10. Warranty

The bidder/vendor expressly warrants that all goods and work covered by this contract will conform to each and every specification, drawing, sample or other description which is furnished to or is adopted by the County and that they will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, and free from defect. Such warranty shall survive delivery and shall not be deemed waived either by reason of the County's acceptance of said goods or work or by payments for them.

### 11. Invoices

Invoices shall be submitted to address as noted on Purchase Order. Invoices shall contain the following information: purchase order number, item number, contract description of supplies or services, quantities, unit prices and extended totals. Delay in receiving invoices and errors in omissions on statements or invoices will be considered just cause for withholding settlement without losing privileges.

## Terms and Conditions of Purchase

### 12. Notice and Service Thereof

Any notice to any contractor from the County relative to any part of this contract will be in writing and considered delivered and the service thereof complied when said notice is posted with said contractor or his authorized representative.

### 13. Acts of God

Neither party shall be liable for delays, or defaults in the performance of this contract due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental action of any kind or any other causes of similar character beyond their control and without their fault or negligence.

### 14. Patents

The bidder/vendor guarantees that the articles described herein and the sale or use of them will not infringe upon any U.S. or foreign patent. The bidder/vendor covenants that he will, at his own expense, defend every suit which may be brought against the County, or those selling or using the County's product (provided seller is promptly notified of such suit and all papers therein are delivered to the seller) for any alleged infringement of any patent by reason of the sale or use of such articles and seller agrees that he will pay all costs, damages and profits recovered in any such suit.

### 15. Bankruptcy or Insolvency

In the event of any voluntary or involuntary proceedings by or against either party in bankruptcy or insolvency, or for the appointment of a receiver, trustee or an assignee for the benefit of creditors of the property of seller, or in the event of breach of any of the terms hereof including the warranties of the seller, the County may cancel this contract or affirm the contract and hold the seller responsible for damages.

### 16. Public Notice – Title VI of the 1964 Civil Rights Act

"No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Anyone who believes that an agency or local government receiving federal financial assistance has discriminated against someone on the basis of race, color, or national origin has a right to file a complaint within 180 days of the alleged discrimination. Inquiries and charges of violations concerning Title VI should be directed to the Human Resource Director of Monroe County.

### 17. Non-Conflict

No employee, officer or agent of The County shall participate in the selection, or award of, or administration of a contract if a conflict of interest, real or apparent, would be involved.

### 18. Provisions Required by Law Deemed Inserted

Each and every provision of law and clause required by law to be inserted in this contract will be deemed to be inserted herein and the contract will be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party the contract will forthwith be physically amended to make such assertion or correction.

### 19. Termination of Contract

The County reserves the right to terminate the contract at any time if any of the provisions of the contract are violated by the contractor or by any of his subcontractors, in the sole judgement and discretion of the Purchasing Agent. In the event of such termination, the Contractor shall be liable for any excess cost incurred by County. If the contract is so terminated the County may purchase, upon such terms and in such manner as the County Purchasing Agent may deem appropriate, supplies or services similar to those so terminated and the Contractor will be liable for excess cost occasioned thereby. In the event the contract is terminated by the County for due cause, the vendor may be barred from bidding on County contracts for a period of 12 months.

The Contract may be cancelled without cause by either party with the giving of written notice of no less than 60 calendar days.

## OBJECTIVE

It is the intent of this bid to procure a contract for the re-roofing projects of Vonore Elementary, Rural Vale Elementary, and Sweetwater High Schools. Please quote the price and provide the information listed below for the specifications and requirements.

## SPECIFICATIONS & REQUIREMENTS

### Monroe County Schools Re-Roofing Projects for Vonore Elementary, Rural Vale School and Sweetwater High Schools

#### 1. Vonore Elementary Site—

- a. Remove all existing shingles and trim metal down to decking and dispose of accordingly. Please see attached diagram for the correct locations.
- b. Remove bad decking material that shows signs of damage and replace with new  $\frac{3}{4}$ " or  $\frac{5}{8}$ " fire retardant plywood. Please include 60 sheets ea. in the base bid. Please include a unit cost for said plywood if more than 60 sheets are needed. Before installation of new decking contractor shall place fire retardant 2x6 scabs between joists for proper plywood support at seams on new decking installation. Please note that VES has multiple sections and requires two different types of plywood for the decking.  
**Contractor is responsible for verifying these locations and having the correct materials.**

#### 2. Rural Vale Site—

- a. Remove all existing shingles and trim metal down to decking and dispose of accordingly.
- b. **Modified Bitumen**—Thermal scan and look for wet places that will need to be cut out and repaired first. **Please see attached thermal scan and documentation that was completed by a third-party contractor.**
- c. Remove any bad roofing and make proper repairs per code before installation of new roofing is started.
- d. **Shingles**--Remove bad decking material that shows signs of damage and replace with new  $\frac{3}{4}$ " fire retardant plywood. Please include 60 sheets in the base bid. Please include a unit cost for said plywood if more than 60 sheets are needed. Before installation of new decking, contractor shall place fire retardant 2x6 scabs between joists for proper plywood support at seams on new decking installation.

#### 3. Sweetwater High School—

- a. Remove all existing shingles and trim metal down to decking and dispose of accordingly. Please see attached diagram for the correct locations.
- b. Remove bad decking material that shows signs of damage and replace with new  $\frac{3}{4}$ " fire retardant plywood. Please include 60 sheets in the base bid. Please include a unit cost for said plywood if more than 60 sheets are needed. Before installation of new decking, contractor shall place fire retardant 2x6 scabs between joists for proper plywood support at seams on new decking installation. **Please see documentation from Engineering Support Services for purlin repair detail.**

4. If there is additional damage at any location once decking is removed, the contractor is to notify the Board of Education Maintenance Director for additional instructions.
5. Over repaired and **screwed** decking, contractor shall install ice and water shield, (40 mil peel-n-stick high temp) over the entire roof, or what is required by shingle/metal manufacture to provide a weathertight warranty.
6. Contractor shall then install all new trim metal, flashing, etc. in preparation for the new Shingle/Metal or modified roof.
7. Shingle Roofs—**For Metal bid** please use Metal Sales Vertical Seam 16” 24 ga. striated panels or an approved equivalent with a 20+yr weathertight warranty—such as DMI metals Inter Lock IL-20 or etc. **For the Shingle bid, contractor must be an Owens Corning Platinum Contractor** please use Owens Corning Sure Nail dimensional shingles. Please provide product information on this in the **bid packet as to what materials (metal/shingles) you will be using so that the product can be approved or disapproved.**
8. Modified Bitumen—Rural Vale Location
  - a. Please see attached documentation for thickness and core data. New material must match the original thickness of previous material.
  - b. Please provide a list of materials and the manufacture of these materials for review.
9. Please quote new 6” Aluminum gutters and 3”x 4” Aluminum downspouts for all identified locations receiving new roofs.
10. Contractor shall supply and use their own port-a-johns
11. Contractor is required to supply their own dumpster for the discard of project refuse. A clean job site area must be maintained at all times. Maintenance Director shall regularly inspect job site to ensure that it is kept clean and free of physical hazards. For each infraction in this regard, Contractor will be responsible for paying \$100 per occurrence to Monroe County, this sum must be remitted to Monroe County within five days of the occurrence.
12. Contractor shall propose a time frame for completion of this project per location in the **bid packet**. Time is of the essence with the respect to the performance of the contract. Contractor will be held strictly responsible for adhering to a mutually agreed upon completion date. Please specify if is calendar days or working days or both. Inclement weather delays etc. Start date to be determined by both parties.
13. Contractor shall supply detailed information in **bid packet** regarding warranty for workmanship, product warranties, including warranty provisions applicable to a weathertight roofing system.
14. Contractor shall be responsible for storing and keeping all materials dry. (All wood products)
15. Contractor is responsible for keeping building dry after roofing materials have been removed.
16. Contractor shall be responsible for any damage.

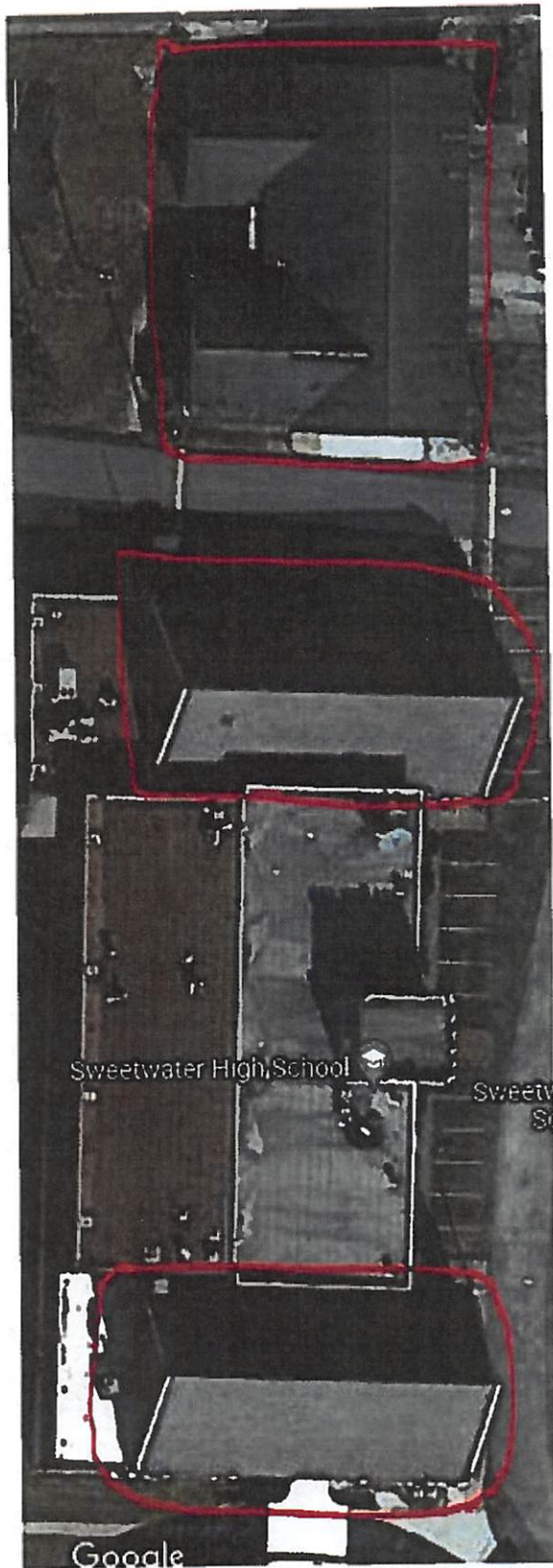


17. Contractor agrees to carry liability and Worker's Compensation insurance satisfactory to the County in a minimum amount of two million dollars and to indemnify the County against all liability, loss and damage arising out of any injuries to persons and property caused by the Contractor, his employees or agents. The Contractor will furnish written evidence of such insurance coverage in the **bid packet** to the Monroe County Department of Finance.
  
- 18. Mandatory pre-bid Inspection of project will start at the Vonore Elementary School located at 1135 Highway 411, Vonore, TN 37884, on 02/24/2022 at 9:00 am. Contractor is required to be at this meeting in order to bid on this project. Contractor is also required to visit the other sites as well to gather information needed to give an accurate bid. This can be done same day or scheduled for a different day.**
  
19. To be considered, your bid must be submitted on the copy of this Invitation to Bid. Bidder shall sign this form in the space provided and submit bid document to Monroe County Department of Finance, 103 College Street South Ste. 9, Madisonville, TN 37354. **Contractor shall provide a W-9, Certificate of Insurance of at least two million dollars, State Contractor's License, and a bid bond at 5% of total job cost in their sealed bid**
  
20. Upon being awarded the contract, Contractor shall provide a performance and payment bond of the total job cost +25% to the Monroe County Department of Finance/Monroe County Board of Education.
  
21. Criminal records background checks will be required for all personnel assigned to perform work on this project. Accordingly, any Contractor to whom this project is awarded shall provide copies of all criminal records background checks applicable to all personnel who will provide on-site services on this project. Copies of the criminal records background check documents applicable to all such personnel shall be maintained on-site by Contractor and be updated as required. No person shall be permitted by Contractor to work on-site unless such person has received a favorable criminal records background check report. Copies shall be in a three ring binder and shall be made available by Contractor to Monroe County at Monroe County's request, which request may be made at any time during the entire construction of project.
  
22. Contractor is required to complete this project within the agreed upon time. Contractor must begin work on date determined by both parties. For each day beyond the agreed upon completion date that the project remains uncompleted, Contractor shall be assessed \$250.00 per day until the date of the project's completion. The \$250.00 per day payment represents liquidated damages to Monroe County and shall not be construed as a penalty. Any liquidated damage payments owing to Monroe County shall be deducted from the final payment submitted by the Contractor once the project has been completed and the Maintenance Director has approved the complete project.
  
23. Contractor is to give a description of how payment will need to be set up for the completion of this job. Monroe County will hold a 20% retainer until all work is completed and final check list has been signed off on by the Maintenance Director.

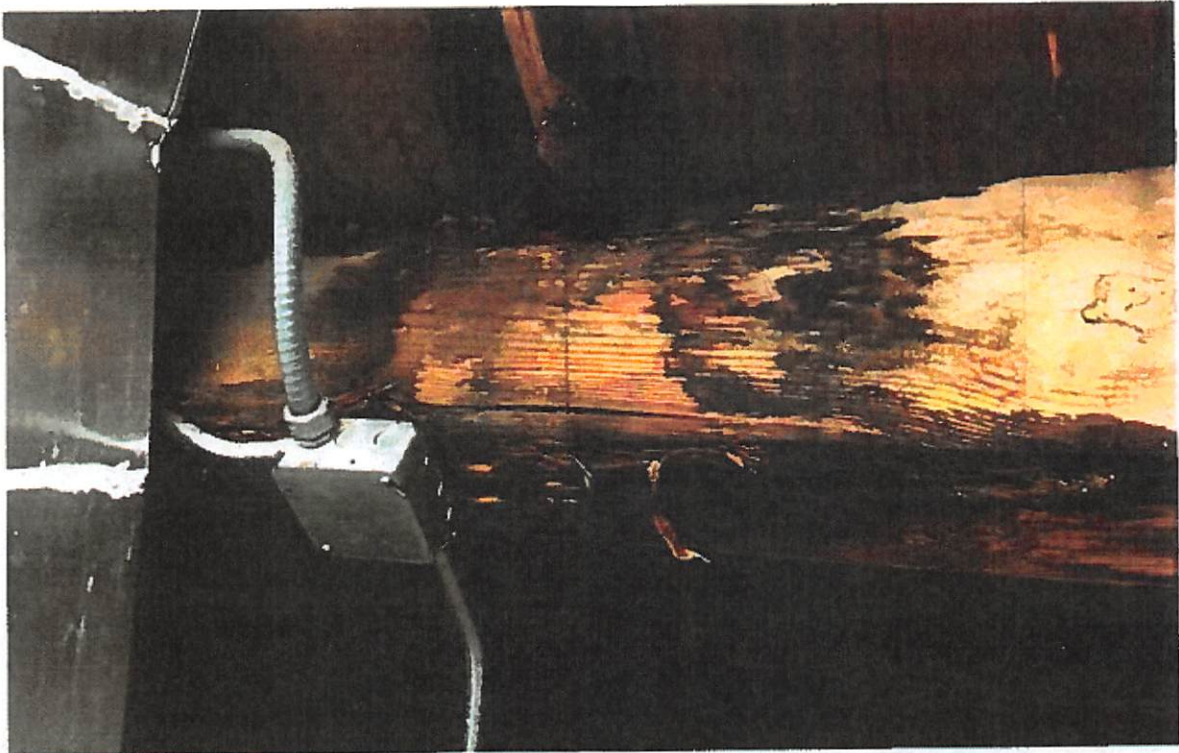
**Items to be submitted in bid packet.**

1. Completed W-9
2. Three (3) references
3. Completed response to litigation information
4. How long vendor has been in business\_\_\_\_\_
5. Time frame for completion
  - a. Rural Vale-Shingle, Metal, Modified\_\_\_\_\_
  - b. Vonore Elementary—Shingle, Metal\_\_\_\_\_
  - c. Sweetwater High School—Shingle, Metal\_\_\_\_\_
6. Information on shingle/metal, Modified, products company that you are using
7. Warranty information
8. Certificate of Insurance
9. State contractor's license
10. Bid bond at 5% of total job
11. (2) Copies of entire bid packet 3- Ring binder, spiral, ETC.
  - a. Please have the binder tabbed, labeled and organized according to the layout above this (1-10)

If you have any questions or would like to come onsite for inspections, please feel free to call the Board of Education Maintenance Director, Phillip Carroll at 423-261-4026 or email [phillip@monroek12.org](mailto:phillip@monroek12.org)

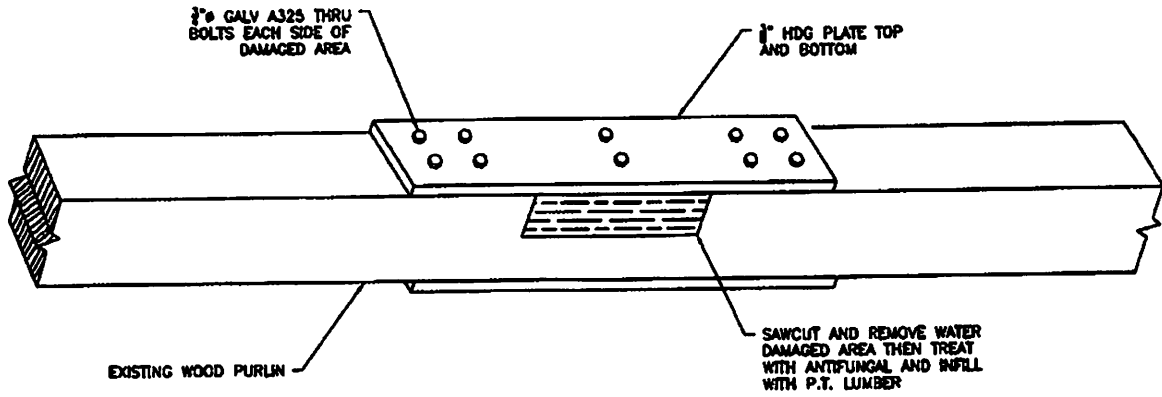


Wood Purlin Repair Detail--Engineering Support Services



PIC 006

**ATTACHMENT B**



**6X12 WOOD PURLIN REPAIR DETAIL**







**Moisture Diagnostic Scans – Building Envelope Surveys & Analysis – Project Management  
Roof Design and Consulting – Preventative Maintenance Programs**

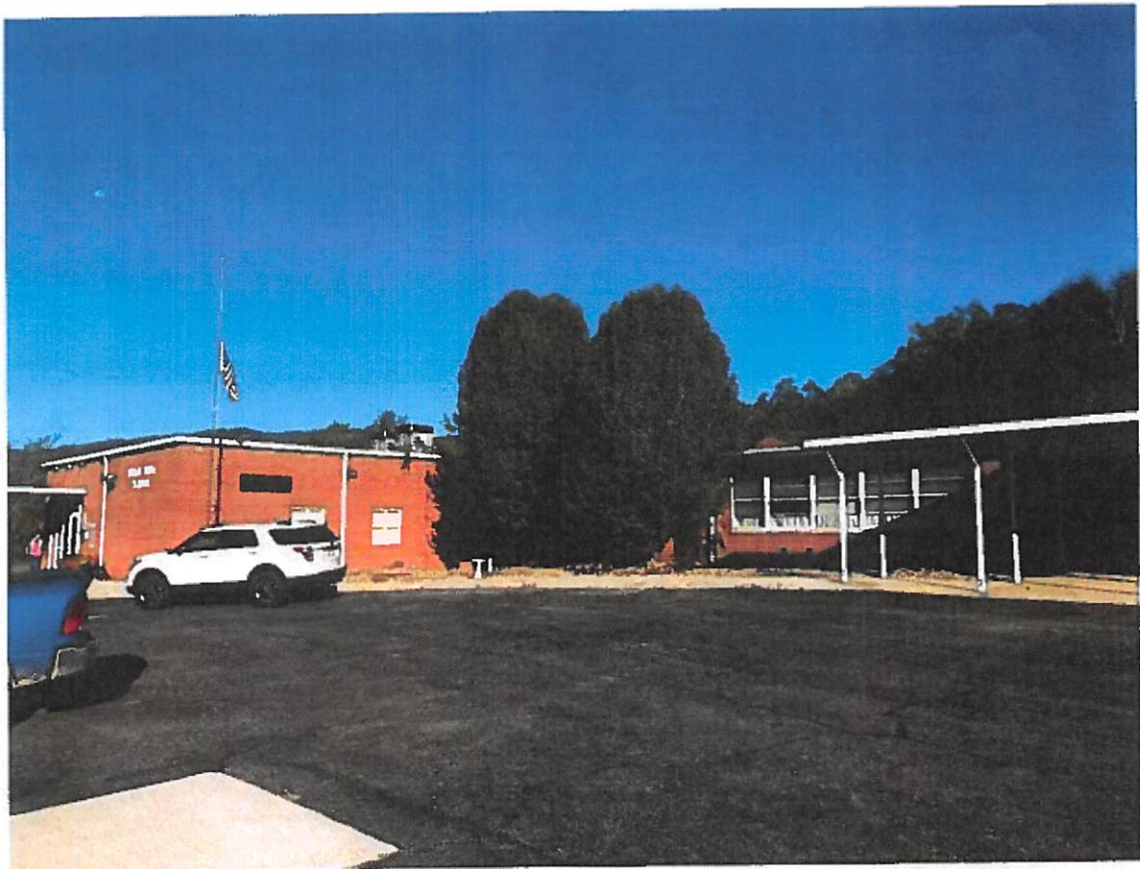
## **Moisture Diagnostic Survey Report**

# **Rural Vale School**

395 Daugherty Spring Road

Tellico Plains, TN

Inspection Date: September 24<sup>th</sup>, 2021



Building Management Consultants  
6116 Shallowford Road, Ste. 104  
Chattanooga, TN 37421

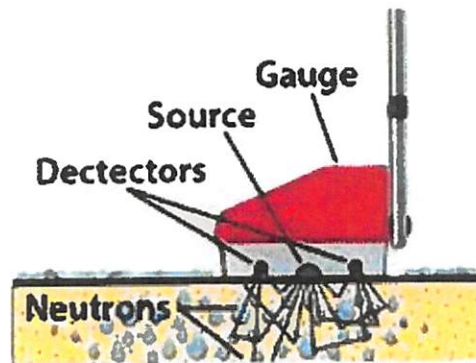


## Introduction to Moisture Diagnostics

The purpose of conducting a moisture diagnostic survey is to determine if the underlying roof insulation has been compromised due to water infiltrating the roof assembly. The information provided by this scan helps determine whether a given roof needs complete replacement, partial replacement, restoration, or simply preventive maintenance. In this way, resources can be focused where they are needed.

Nuclear scanning uses a principle called neutron moderation. Tiny amounts of radiation can be used to detect hydrogen ions within a roof assembly. Neutrons emitted from the gauge's fully contained source collide with the neutrons of hydrogen. These collisions slow their travel. The gauge detects the changes in speed and can accurately identify moisture damage deep within the roof assembly. Because water contains hydrogen, higher count values will be observed when moisture is present. High counts may also be obtained at any point where more hydrogen atoms are present. This can occur when there are changes in membrane thickness or insulation thickness.

Physical verification is performed following the detection of anomalies from the infrared or nuclear inspection. This involves using an electronic moisture sensitive probe to examine the surfacing, felts, insulation, vapor barrier and the deck in all suspected areas.



## Inspection Details

Nathan Harris is certified by the American Portable Nuclear Gauge Association and are properly registered to perform nuclear moisture scans.

Moisture surveys were conducted on the low slope roof assembly of the Rural Vale School on September 24<sup>th</sup>, 2021. The scan was performed using a Troxler 3216 Roof Reader Nuclear gauge. Data results and photos are included in the report to follow.

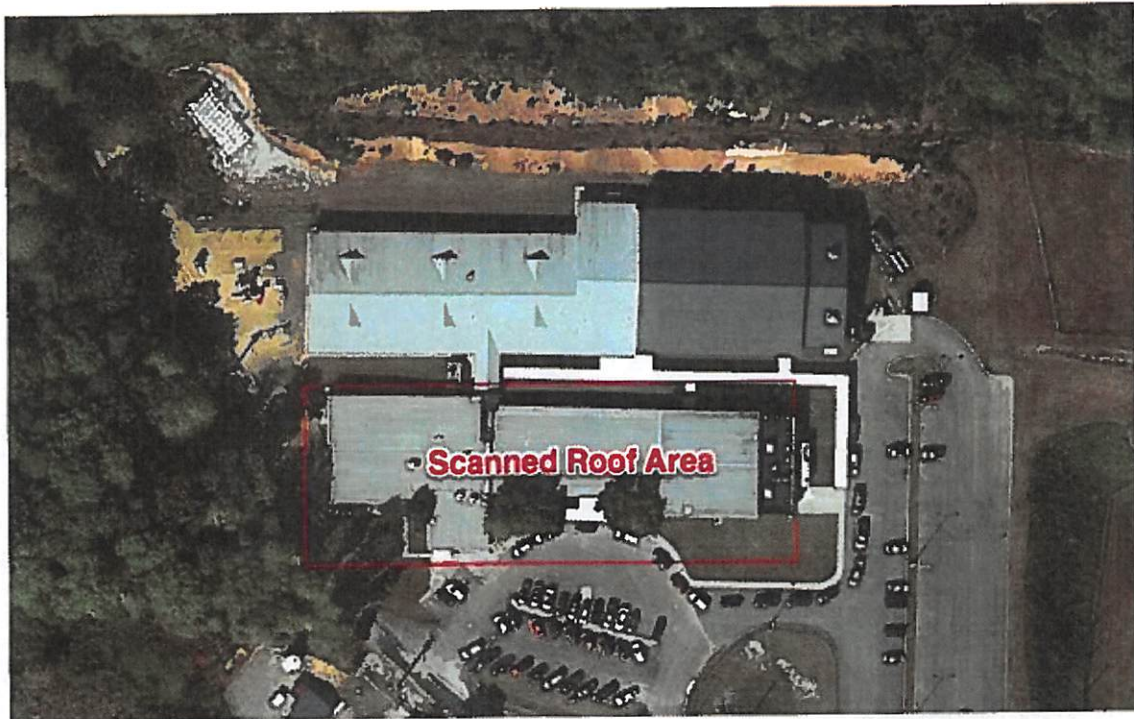
## Environmental Conditions

Scan Date	September 24 <sup>th</sup> , 2021
Temperature	62 F
Wind Speed	0 mph
Relative Humidity	70%
Overall Conditions	Fair

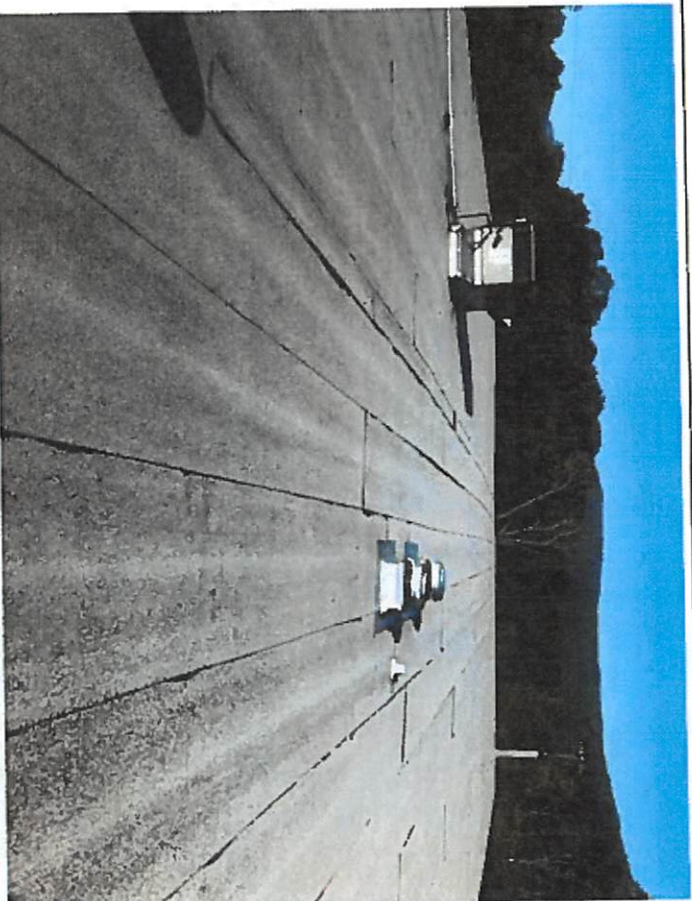
## Roof Area Breakdown

Roof Section	Total SQFT	Wet SQFT	% Wet
Roof Area Scanned	25,783	204	1%
	<b>Total: 25,783</b>	<b>204</b>	<b>1%</b>

\*Wet square footage is approximate. % Wet is +/- 3%



## Photo Report



This is an overview of the Modified Roof System that was scanned. Areas containing moisture were found around the perimeter of the roof system.



wet areas spiked, and water damage to the insulation was noted.

## Photo Report



This photo shows one of the borderline readings found on this roof system. Anything exceeding these borderline results were marked as wet.



This photo shows the roof assembly found under the previous scan photo. This core sample was dry when cored, but previous water damage was noted on the insulation.

## Observations:

The roof system was found to contain several areas with moisture infiltration. These areas were found around the perimeter of the roof system. The location with the largest concentration was found on the upper most roof area. See photos below for location.

## Roof Plan:



Upper roof section overview.



This photo shows the area with the highest moisture readings found during the roof scan. Active leaks are likely occurring in this area.

## Inspection Summary

### Core Info

1. Core # 1 - Granular Surfaced Modified Bitumen Roof Membrane / ½" Fiberboard Insulation / 1 ¼" Expanded Polystyrene / 2" Polyisocyanurate Board / Metal Deck.
2. Core #2 – EPDM Single Ply Membrane / 3" Polyisocyanurate Board / Metal Deck.

A thorough evaluation of surface material and insulation was scanned, probed, and visually inspected. Core samples were taken to determine the composition of the roof and to verify the presence of wet insulation. The moisture probe was then used to confirm that the roof assembly was either wet or dry.

During the moisture survey conducted on the low slope roof assembly of the Rural Vale School Roof it was determined that approximately **1%** of the insulation is currently holding moisture.

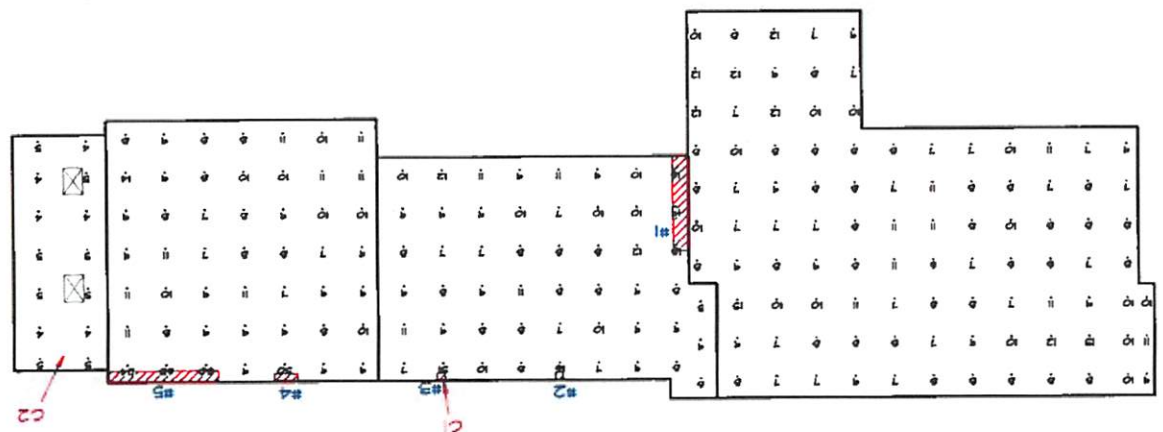
Prepared By:



**Nathan G. Harris**  
Senior Project Manager  
Certified Asbestos Inspector  
Nuclear Certified

NOTES:  
 DRAWINGS ARE TO SCALE WHEN PRINTED  
 ON 11x17. CONTRACTOR IS RESPONSIBLE  
 FOR VERIFICATION OF CONDITIONS.

SCALE: 1" = 30'-0"  
**ROOF PLAN**



- LEGEND**
- PARAPET WALL
  - ROOF EDGE
  - EXPANSION JOINT
  - PIPE ON SUPPORTS
  - VENT PIPE
  - VENT STACK
  - OBsolete VENT STACK
  - ROOF DRAIN
  - CORE SAMPLE AREA
  - ROOF CURB
  - ELEVATED UNIT
  - PENETRATION POCKET
  - AREA DESIGNATION
  - MET AREA(S)
  - WALKWAY PAD
  - ROOF HATCH
  - LADDER
  - STAIRS
  - SKY LIGHTS

<b>TOTAL ROOF AREA=</b>	<b>± 25,123 SF</b>
<b>TOTAL MET AREA=</b>	<b>± 204 SF</b>

- #1 ± 100 SF
  - #2 ± 4 SF
  - #3 ± 4 SF
  - #4 ± 12 SF
  - #5 ± 84 SF
- C1 =** Modified Bitumen  
 1/2" Fiber Board  
 1-1/4" Expanded Polystyrene  
 2" Polyisocyanurate  
 Metal Deck
- C2 =** EPDM Membrane  
 3" Polyisocyanurate  
 Metal Deck

**CORE SAMPLE RESULTS**

**Rural Vale School**  
 395 Daugherty Spring Rd.  
 Tellico Plains, TN

**PARTIAL ROOF PLAN**

**BMC**  
 BUILDING MATERIALS COMPANY

6116 Shallowford Rd.  
 Chattanooga, TN 37421  
 WWW.BMCUSA.NET

SCAN BY: NGH  
 DRN BY: LEH  
 DATE: 09-27-21  
 REV.: # DATE  
 SCALE: AS NOTED  
 DRAWING NO: **A**

*The corrective action plan of each roof section is laid out below per BMC Roof Scan*

**Area #1:**

- Remove all TPO material in specified area down to metal deck
- Install new polyisocyanurate to match existing height of the roof. (Stagger all joints)
- Install new ½" wood fiber board over new polyisocyanurate insulation. Gang fasten both the new ½" wood fiber board and insulation to the metal deck. (Stagger all joints)
- Install new SBS modified base sheet (80 mil) in membrane adhesive per manufacturer's specified rate. (Use Notched squeegee)
- Install new SBS modified mineral surface cap sheet (145 mil) over base sheet in membrane adhesive at manufacturer's specified rate.
- Both the modified base sheet and mineral surface base will need to lap over the existing roof system a minimum of three feet.
- The existing modified roof section where lapped will need to be primed with an asphaltic primer at the manufacturer's specified rate.
- All laps and perimeter of SBS mineral surface cap sheet will need to be hot air welded.
- The perimeter edge of the new SBS mineral surface cap sheet that laps onto the old roof will need to be stripped in with the three-course method. Install one layer of flashing mastic, mesh, and flashing mastic.
- All manufacturer's flashing details will need to be followed. All vertical flashings will need to be properly flashed with a SBS modified base sheet installed in flashing grade adhesive, and the SBS mineral surface cap sheet installed in flashing grade adhesive.
- All flashing plies will need to be terminated using a termination bar. Install new 24 gauge metal face fastened counter flashing to the wall. Install bead of urethane sealant on top of the metal counter flashing. (Reference Detail Below)
- ALL MATERIALS AND DETAILS TO BE PROVIDED FROM ONE MANUFACTURER.
- ALL SUBMITTALS TO BE PROVIDED BY ONE MANUFACTURER

**Area #2, #3, #4, #5:**

- Cut and Remove all wet areas along gutter edge.
- Install new polyisocyanurate to match existing height of the roof. (Stagger all joints)
- Install new ½" wood fiber board over new polyisocyanurate insulation. Gang fasten both the new ½" wood fiber board and insulation to the metal deck. (Stagger all joints)
- Install new SBS modified base sheet (80 mil) in membrane adhesive per manufacturer's specified rate. (Use Notched squeegee)
- Install new SBS modified mineral surface cap sheet (145 mil) over base sheet in membrane adhesive at manufacturer's specified rate.
- Install new 6" box gutters per details. (Reference detail Below)
- Primer metal edge before installing new flashing details at the metal drip edge.
- Follow manufacturer's detail for stripping in the gutter edge.

**Other items that are applicable for all buildings**

\*Clean up all debris and damage done to grounds, building and roof top (if any). Plant new grass seed if necessary.

\* Monroe County Schools reserves the right to inspect the before and after repairs ensuring all problematic areas were addressed. The contractor will be required to repair the areas needed at no cost to the client.

\*Roofing materials manufacturer needs to provide inspection report at the end of the project

\*The contractor is responsible for taking pictures of the interior and exterior of the building before work begins. This will help to determine who is responsible for any interior damage that may take place during the roofing work.

\*Contractor is responsible for properly protecting the parking lot, sidewalks, concrete, asphalt, etc., from damage. Contractor to cover the areas with plywood or whatever material they deem necessary for proper protection. Any damage done to these areas will be repaired by the contractor using "like" material.

\*All contractors are responsible for removing existing coping, metal wall panels, etc., to make sure that they know what they are dealing with before proceeding with their bid.

\*All existing ladders, walkways, walls, etc., must be protected so that these areas are not marked up from material spills or tracking of materials by walking.

\*Plywood must be installed under the dumpster and all of materials or equipment that can damage the grounds, pavement, etc.,

\*The scope of work supersedes any discrepancies in the additional specification sections and/or data sheets.

\*Any changes to the scope of work, details, or products being used must be put into writing and e-mailed or faxed to Monroe County Schools for approval before the change is made. Failure to put a change into writing makes the contractor liable for any issues.

\*Monroe County School or the Roofing Manufacturer's representative is not responsible for mistakes by the contractor, it is the contractor's sole responsibility to follow the specification package and perform the job accordingly.

**Core Cut information – Reference BMC Scan Report**

**1.3 INTENT OF THE SPECIFICATIONS**

- A. The intent of these specifications is to describe the material and methods of construction required for the performance of the work. In general, it is intended that the drawings shall delineate the detailed extent of the work. When there is a discrepancy between drawings, referenced specifications, and standards and this specification, this specification shall govern.

**1.4 PROTECTION**

- A. The contractor shall use every available precaution to provide for the safety of the property owner, visitors to the site, and all connected with the work under the Contract.
- B. All existing facilities both above and below ground shall be protected and maintained free of damage. Existing facilities shall remain operating during the period of construction unless otherwise permitted. All access roadways must remain open to traffic unless otherwise permitted.
- C. Barricades shall be erected to fence off all construction areas from operations personnel.
- D. Safety Requirements:
  - 1. All application, material handling, and associated equipment shall conform to and be operated in conformance with OSHA safety requirements.

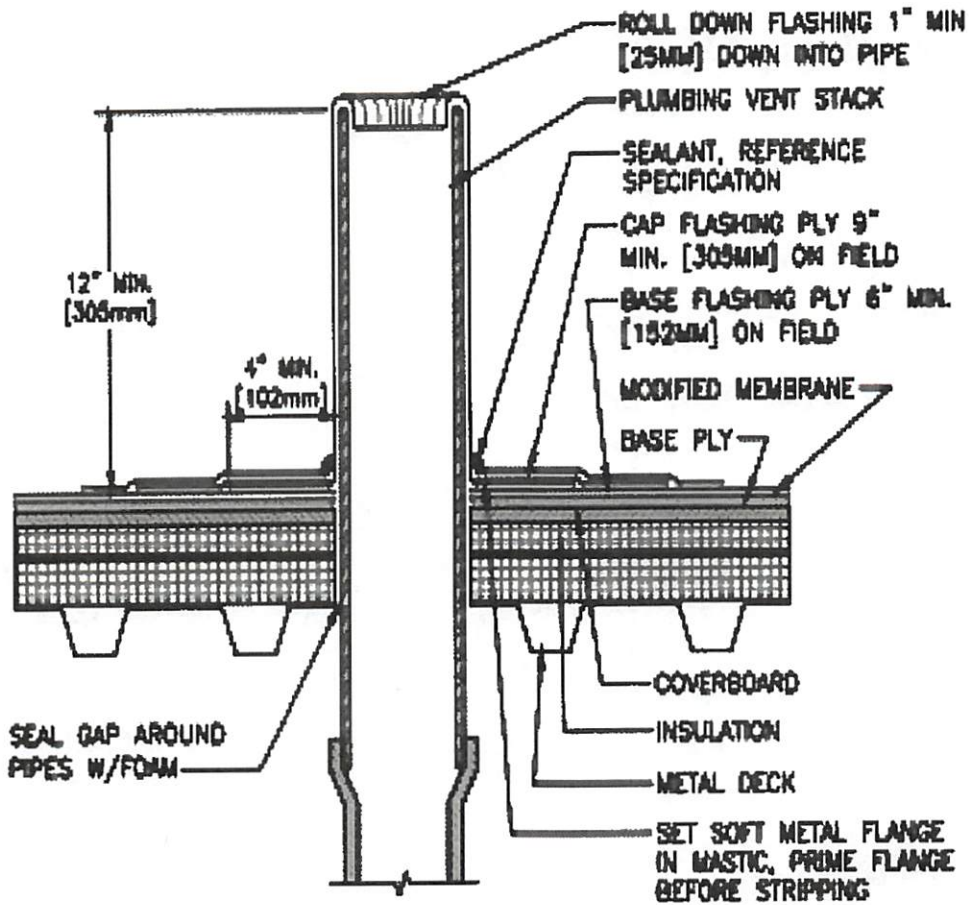


2. Comply with federal, state, and local and owner fire and safety requirements.
3. Advise owner whenever work is expected to be hazardous to owner employees and/or operations.
4. Maintain a crewman as a floor guard whenever roof decking is being repaired or replaced and whenever any roofing is being removed.
5. **ALL SAFETY REQUIREMENTS OF THE BUILDING OWNER MUST BE FOLLOWED. NO EXCEPTIONS WILL BE PERMITTED. SAFETY ORIENTATION MEETING REQUIRED PRIOR TO PERFORMING ANY WORK.**

#### 1.5 HOUSEKEEPING

- A. Keep materials neat and orderly.
- B. Remove scrap, waste and debris from the project area.
- C. Maintenance of clean conditions while work is in progress and cleanup when work is completed shall be in strict accordance with the "General Conditions" of this contract.
- D. Fire protection during construction.
- E. Follow all requirements established by the building owner.
- F. **All building measurements are the sole responsibility of the contractor.**

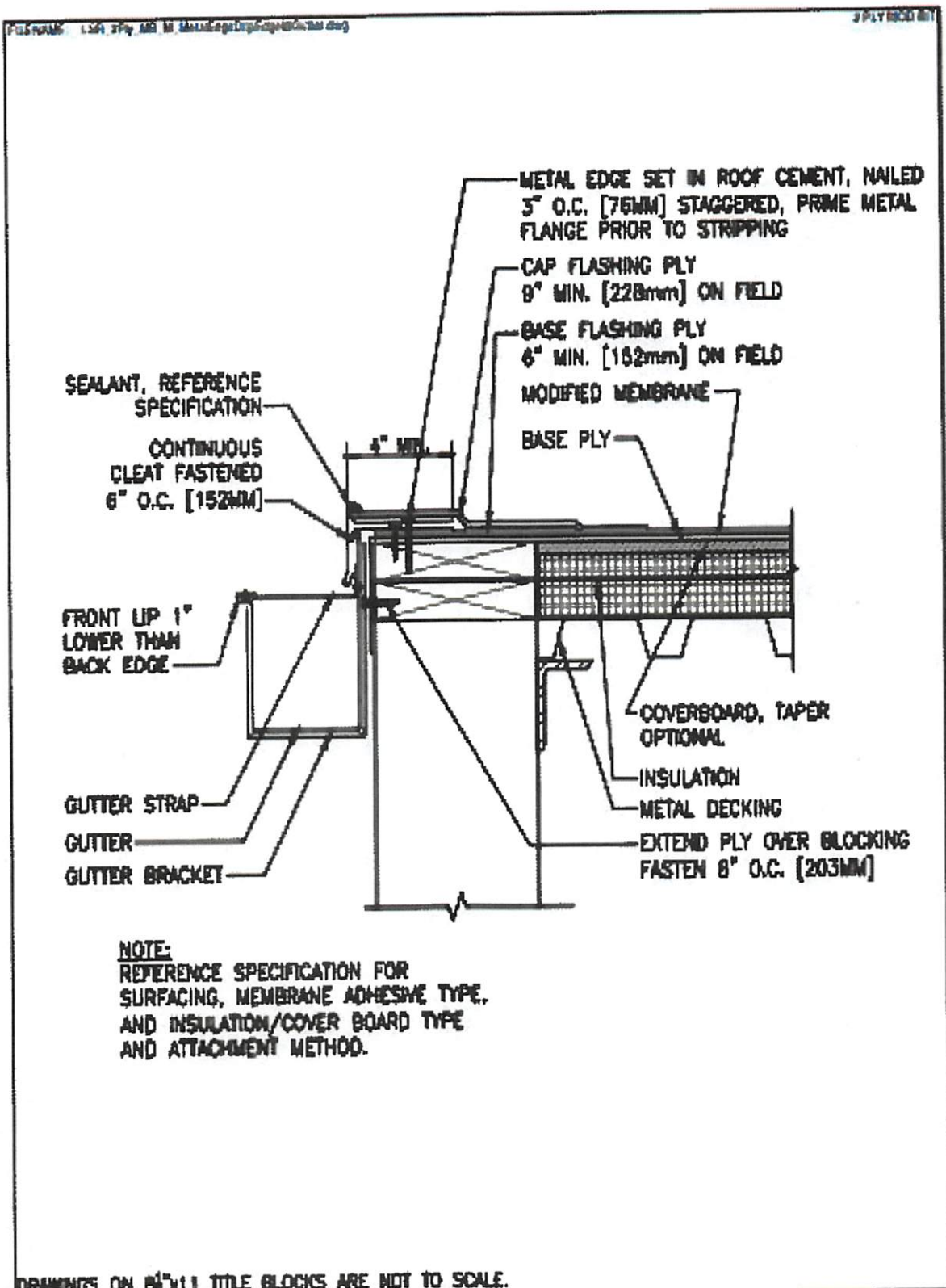
END OF SECTION



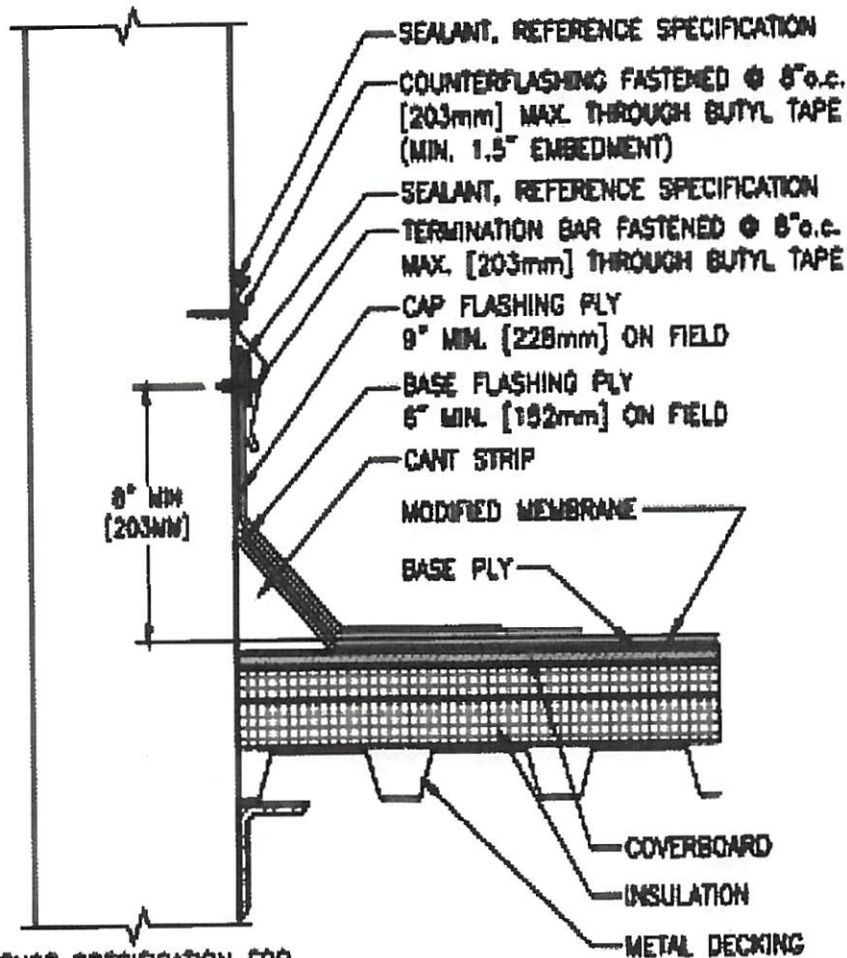
**NOTE:**  
 REFERENCE SPECIFICATION FOR  
 SURFACING, MEMBRANE ADHESIVE TYPE,  
 AND INSULATION/COVER BOARD TYPE  
 AND ATTACHMENT METHOD.

DRAWINGS ON B<sup>1</sup>11 TITLE BLOCKS ARE NOT TO SCALE.

**PLUMBING STACK**



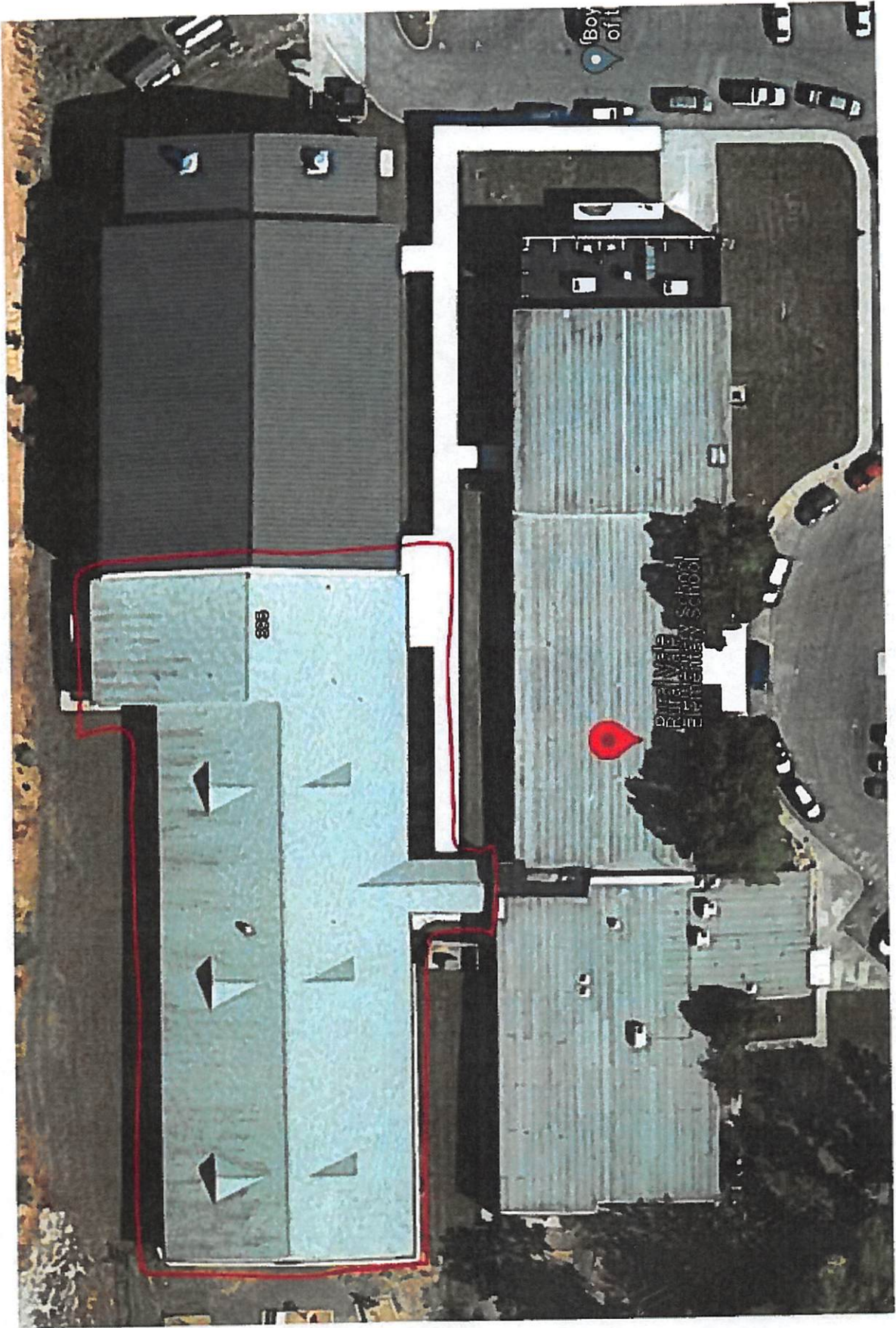
**METAL EDGE - DRIP EDGE WITH GUTTER**



**NOTE:**  
 REFERENCE SPECIFICATION FOR  
 SURFACING, MEMBRANE ADHESIVE TYPE,  
 AND INSULATION/COVER BOARD TYPE  
 AND ATTACHMENT METHOD.

DRAWINGS ON 8 1/2" x 11" TITLE BLOCKS ARE NOT TO SCALE.

**WALL FLASHING - SURFACE MOUNTED COUNTERFLASHING**



**REFERENCES**

Please provide three government references within the state of Tennessee for whom the company has installed a commercial grade roofing system identical to or substantially similar to the roof system specified in this Invitation to Bid, within the last ten years. Also, identify the square footage involved in providing service to each customer. (If government references are not available, please provide three business references)

Customer Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Type of Building: \_\_\_\_\_  
Address of Building: \_\_\_\_\_  
Square Footage of Building: \_\_\_\_\_

Customer Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Type of Building: \_\_\_\_\_  
Address of Building: \_\_\_\_\_  
Square Footage of Building: \_\_\_\_\_

Customer Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Type of Building: \_\_\_\_\_  
Address of Building: \_\_\_\_\_  
Square Footage of Building: \_\_\_\_\_

**LITIGATIONS**

Please state if your company had been party to any litigations in the past five years. If so, please identify the name of the case, the court in which it was filed or is pending, and the findings of the case if it has been concluded. **Attach any pertinent documents if necessary.**

NO \_\_\_\_\_  
YES \_\_\_\_\_

Name of Case (include case or docket number: \_\_\_\_\_  
Court in which case is filed: \_\_\_\_\_  
Description of claims that are subject to any litigations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Decision/Verdict of case if concluded: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BIDDER/VENDOR INFORMATION:**

Name of Bidder/Vendor:

\_\_\_\_\_

(Typed or Printed: Firm, Corporation, Business or Individual)

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business has been in business under its present name since: \_\_\_\_\_

At this present time we understand all requirements and state that as a serious bidder we will comply with all the stipulations included in this package.

**The above named bidder affirms and declares:**

1. That the bidder/vendor is of lawful age and that no other person, firm or corporation has any interest in this Bid/Proposal or in the contract proposed to be entered into.
2. That this Bid/Proposal is made without any understanding, agreement, or connection with any other person, firm or corporation making a proposal for the same purpose, and is in all respects fair and without collusion or fraud.
3. That the bidder/vendor is not in arrears to Monroe County upon debt or contract and not a defaulter, as surety or otherwise, upon any obligation to Monroe County.
4. That no officer or employee whose salary is payable in whole or in part from the County Treasury shall be or become interested, directly or indirectly, surety or otherwise in this bid/proposal, in the performance of the Contract, in the supplies, materials, equipment and work or labor to which they relate, or in any portion of the profits thereof.

BIDDER/VENDOR: \_\_\_\_\_

BY: \_\_\_\_\_

(Authorized Signature in Ink)

PRINTED NAME OF SIGNER: \_\_\_\_\_

TITLE OF SIGNER: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

PHONE NUMBER OF SIGNER: \_\_\_\_\_

**ALL VENDORS MUST SUBMIT A W-9 FORM WITH THEIR BID RESPONSE.**

# Vendor Information

How long vendor has been in business: \_\_\_\_\_

1. Time frame for completion

- a. Rural Vale-Shingle, Metal, Modified \_\_\_\_\_
- b. Vonore Elementary—Shingle, Metal \_\_\_\_\_
- c. Sweetwater High School—Shingle, Metal \_\_\_\_\_

## CONTRACTOR PRICING LIST

***Vonore Elementary Site —***

*Shingles \$* \_\_\_\_\_

*Metal \$* \_\_\_\_\_

*Plywood cost per sheet after 60 sheets \$* \_\_\_\_\_

*Gutters/Downspouts \$* \_\_\_\_\_

***Rural Vale Site —***

*Shingles \$* \_\_\_\_\_

*Metal \$* \_\_\_\_\_

*Plywood cost per sheet after 60 sheets \$* \_\_\_\_\_

*Gutters/Downspouts \$* \_\_\_\_\_

*Modified Bitumen/Flat Roof \$* \_\_\_\_\_

***Sweetwater High School —***

*Shingles Main Building \$* \_\_\_\_\_

*Metal (Low slope @ CTE Building) \$* \_\_\_\_\_

*Shingles (Low Slope @ CTE Building) \$* \_\_\_\_\_

*Plywood cost per sheet after 60 sheets \$* \_\_\_\_\_

*Gutters/Downspouts \$* \_\_\_\_\_