



## **REQUEST FOR PROPOSALS DOWNTOWN CANOPIES**

**February 24, 2017**

### **Request for Proposals:**

The City of Elizabethton, Tennessee is requesting proposals for canopy roof repairs located at.

Downtown Elizabethton  
400 Block Elk Avenue (South Side)  
Elizabethton, Tennessee 37643

### **General Description:**

This RFP is for repairs to the Canopies located in downtown Elizabethton. All equipment, tools, material, etc, will be the responsibility of contractor. All non-metal items must be hauled to a legal disposal site. All removed material will be responsibility of contractor. Contractor will obtain required permits prior to any demolition and work.

### **Minimum Requirements:**

- Clean all debris from roofing surface
- Cut out cement around roof drain to lower minimum 1-1/2" and install copper roof drain insert
- Prime existing roof surface and install torch grade modified roof system over same
- Furnish, install, and repair counter flashing as required
- Repair fascia metal if required
- Furnish and install blocking under all electrical conduit
- Furnish and install aluminum roof coating over all areas
- Contractor to furnish a three-year material and workmanship warranty
- Install 2 x 6 blocking as shown in detail C-C
- Pricing is to be per section of canopy.
- Electrical conduit removed during construction must be put back into place and in working condition.

Canopy sections are as follows:

Section 1) 75' x 10' Dino's Restaurant to Cannon's Furniture

Section 2) 100' x 10' Canopy in front of Cannon's Furniture

Section 3) 250' x 10' Cannon's Furniture to the end of the 400 block of East Elk Avenue (War Memorial)

There should be (4) four prices included in your bid. A cost for repairing each section along with a total cost.

**Miscellaneous:**

- Proposals to include complete descriptive literature and specifications on material proposed to furnish and what work you chose to perform. Should include all information, capacities, etc., if applicable.
- All proposals should explain any exceptions and/or additions to the specifications Required or desired in order to allow the City to properly evaluate all proposals.
- Successful bidder to state proposed time of project to begin and finish based on when purchase order and approval to perform work is given.
- At any time during construction, times must be coordinated with City of Elizabethton staff to insure as little as possible disturbance to the downtown area.
- Vendor must include with proposal, on a separate sheet a minimum of three references where similar work has been performed, listing name, address, telephone number, and contact person.
- In order to submit a proper request for proposal, bidder must view job site in downtown Elizabethton.
- Warranty to be specified.
- In pricing we may not be able to do all sections, that is why we need section pricing to do what budget allows.
- *A bid bond of 10% of bid must be turned in with each bid.*

**Installation and Setup:**

Complete removal and installation of all material to complete a turnkey job. Some construction and electrical work may be required to complete job. This will be the responsibility of the successful bidder. Project will be in full working capability when finished.

**Bidder Requirements:**

- Contractor and Subcontractor's public liability, Workman's Compensation, vehicle liability and property damage insurance will be required.
- Contractor must be licensed to perform the type of work herein described as required by Tennessee Code.

**Insurance Requirements:**

The contractor shall procure and maintain for the duration of the contract, at his/her own cost and expense, insurance against claims for injuries to persons or damages to property including contractual liability that may arise in connection with the performance of the work by the contractor, his agents, representatives,

Employees or subcontractors under this agreement. The insurance carrier(s) must be licensed to conduct business in the state of Tennessee. The insurance will be evidenced by certificates of insurance. The certificate shall include wording that states the City be notified thirty days prior to cancellation of the coverage or a major change in the coverage provided. The contractor will either verify the listed coverage(s) for all subcontractors hired by the contractor to assist with the project, or the contractor will assume total financial responsibility for uninsured claims of the subcontractor. The City shall be held harmless for any injuries, claims or judgments against the subcontractor. Certificates for liability coverages shall name the City as an additional insured. The following coverages may be required by successful bidder prior to work being performed.

\_\_\_ Workers' compensation: a certificate shall be provided that indicates the contractor provides workers' compensation coverage in compliance with the state laws of Tennessee.

\_\_\_ General Liability Insurance with a minimum limit of \$1,000,000 per occurrence with \$1,000,000 annual aggregate. This insurance shall indicate on the certificate of insurance the following coverages:

- Broad Form Contractual
- Independent Contractor and sub-contractors
- Premises-Operations

Additional coverages and limits may be required based upon the particular services contracted. If such additional coverages and limits are required for a specific contract, those requirements will be described in the special conditions of the contract specifications. Further, it is highly recommended that the City require the contractor to secure a standard endorsement to their (the contractor's) general liability policy that makes the coverage limits apply PER PROJECT.

— Automobile Liability Insurance with minimum limits of \$1,000,000 per occurrence unless otherwise indicated in the "special conditions" of the contract specifications. This insurance shall include bodily injury and property damage for the following coverages:

- owned automobiles
- hired automobiles
- non-owned automobiles

**Submitting Requirements:**

Proposals will be received in the Purchasing Director's Office of the City of Elizabethton, 136 South Sycamore Street, Elizabethton, Tennessee 37643, until 11:00 AM on March 23rd, 2017, at which time will be opened. Any proposals received after this date will not be considered. Proposal must be submitted on company letterhead. The proposal is to be signed and dated by a person authorized by the firm to submit bids and proposals. Return envelopes to be marked in the lower left hand corner "Canopy Roof, Due Date March 23rd, 2017."

**Cancellation and/or Rejection Policy:**

The City of Elizabethton reserves the right to reject any or all proposals, to waive informalities and to accept the proposal or proposals in its judgment is in the best interest of the City. The City of Elizabethton does not discriminate on the basis of race, creed, color, national origin, sex, religion, age or disability status in employment or the provision of services.

**Contact Person:**

Greg Workman 423-542-1505

# Downtown Canopy Improvements

Existing Buildings

Apply One Ply of AAP Modified Torch Down Roof System

A

Roof Plan  
NTS

Section Detail B-B  
NTS

New Metal Counter Flashing  
One Ply of AAP Modified

Install One Ply AAP Modified  
Install 2" Copper Roof Drain Insert

Detail B-B  
Detail C-C  
Install New 2x6 Blocking

Brick Column  
Existing Sidewalk

Section Detail A-A  
NTS

New Gravel  
Stop Fascia Metal  
24 Ga. Kynar 500

Install New 2x6 Edge Blocking  
Install New Tapered Edgestrip

Section Detail C-C  
NTS

NO.	REV.	DATE	DESCRIPTION

PROJECT: Downtown Canopy Improvements  
 FILE NAME: Downtown Canopy Improvements  
 DATE: 04/20/2014  
 DESIGNED BY: NLS  
 APPROVED BY:

SCALE: NTS  
SHEET 1























