

**Town of Baldwin
Roof and Soffit Repair
Baldwin Community Center**

Request for Proposals

The Town of Baldwin is seeking proposals to provide roof repair in accordance with the work items listed below.

Items of Work:

1. Repair water leaks caused by ice dams in the roof on the north west side of the building where the old Town Office is connected to the 1975 portion of the building. Repair by removing shingles from the cricket and adjacent area about 10 square feet down to the lower edge of the roof. Install Bituthene water proofing and re-shingle with shingles to match existing.

2. Repair approximately 80 feet of roof fascia and soffit on built-up roof portion of the south east side of the Community Center over the mechanical spaces and hallway. Existing fascia consists of $\frac{3}{4}$ " plywood over 2"x4" structural material approximately 18" wide. Repair by removing and replacing deteriorated materials, repair any leaks in the built up roof where it meets the gravel stop and drip edge, replace fascia and soffit material, and wrap fascia with painted aluminum trim coil. Paint exposed repaired areas as needed with exterior grade latex paint.

Bid Requirements

A. Insurance:

The Contractor shall have and maintain liability insurance that is in force until the work is completed and accepted by the municipality. Contractors are required to provide proof of comprehensive liability insurance covering general liability and automobile liability insurance (\$400,000 minimum) listing the Town of Baldwin as additionally insured and workers, compensation insurance or employer's liability insurance for employees IAW State of Maine law prior to commencement of work. The contractor agrees to defend, indemnify and hold the municipality and its officers, employees and agents harmless against any and all claims and suits for personal injury and property damage caused by or resulting from the performance of services by the contractor and its subcontractors, if any." Successful bidder must be regularly engaged in the work listed. Town may require references be provided before award of contract.

B. Warranties:

The Contractor guarantees that the work to be done under this contract and the materials to be furnished by the supplier for use in the construction of the same will be free from defects or flaws. Contractors shall guarantee all material and labor for one year from the date of

project completion. Manufacturers warranties in excess of one year shall apply to all materials, as appropriate.

C. Indemnification:

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Municipality, and their agents, and employees against all claims, damages, losses and expenses, including but not limited to, attorney's fees arising out of or resulting from the performance of the work, regardless of standard of care. This indemnification extends to all costs and all attorney's fees incurred by the Municipality.

D. Bids are to be in a sealed enveloped clearly marked: "Community Center Roof Repair" and are due on or before 6:00PM on Tuesday, 18 April 2023. The bids will be opened and considered at the Selectmen's meeting that evening.

The Town of Baldwin reserves the right to accept and/ or reject any or all bids that is deemed to be in the best interest to the Town. The successful bidder will be selected based on ability to fulfill the intent of the project as described herein.

Proposal must include product specifications for Bituthene, shingles, paint and aluminum trim coil.

E. Contractor must provide the Town two (2) weeks advance notice of work start date. Access will be granted for the duration of the work from 8:00AM to 4:00PM Monday thru Friday. Other access must be coordinated at least 2 days in advance.

F. General Conditions:

Contractor provides all equipment and staging.

All work shall follow OSHA rules and regulations.

Driveways must be left open at all times for emergency vehicle access.

Discarded materials shall be removed or placed in a dumpster or removed from the site at the end of each day. Site must be 100% clean at project completion.

Removal and property disposal of material is contractor's responsibility

Disposal at the Tri-Town Recycling Center is not permitted.

Work must progress in a timely fashion once it is started. Work is to be completed no later than 01 September, 2023.

G. Acceptance Period:

The Municipality shall have up to a maximum of 30 days from date of bid opening to accept an offer.

H. Notice of acceptance:

The Contractor will be notified in writing by the municipality of the acceptance of its offer in whole, or in part, within five (5) business days of when it has been accepted. Failure to comply with this notice requirement shall constitute a breach of the Contract. An offer cannot be accepted verbally.

I. Rejection of offers:

The Municipality reserves the right to reject any of all proposals whenever such rejection is in their best interest.

The Municipality reserves the right to reject the proposal of a Contractor who has previously failed to perform properly or to complete on time Contracts of a similar nature.

The Municipality also reserves the right to reject a proposal from a Contractor if an investigation shows that the Contractor is not in a position to perform the Contract.

J. Payment:

The municipal representative shall make a payment after completion, inspection and acceptance of the project.



Baldwin Town Office

