



Invitation to Bid for Grayson County Public Works Roof Replacement

Notice is hereby given that the County of Grayson, VA will be accepting competitive sealed bids from qualified and licensed contractors to supply all materials and install a .060 TPO membrane roof system on portions of the Grayson County Public Works Department building located as 1216 North Independence Avenue, Independence, VA 24348. Bids will be received until **Thursday, October 17, 2024, at 1:00 P.M.**, at the Grayson County Administration Office, located at 129 Davis Street, Independence, VA 24348 and shall be opened and publicly announced at that time. Proposals received after 1:00 P.M. **will not** be considered. Submittal information can be obtained online at the Grayson County Government website (<https://www.graysoncountyva.gov/employment/>) or in the Grayson County Administration Office.

Contact/Questions/Inquiries about this invitation to bid must be in writing and directed to:

Grayson County Administration

RE: Grayson County Public Works Roof Replacement

Attn: Grayson County Maintenance Director, Allen Testerman

129 Davis Street, Suite 204

PO Box 217

Independence, VA 24348

atesterman@graysoncountyva.gov

276-233-4748

Re: Grayson County Public Works Roof Replacement

(*note this on the outside lower left corner of the submittal envelope)

Any questions regarding specifications, please direct to Grayson County Director of Public Works Department, Jonathan Luper, who can be reached by telephone at 276-233-7732.

Scope of Work:

Site:

- Remove and dispose of existing roof materials (contractor will assume **all** responsibility for disposal and cleanup of these materials).
- Furnish all labor, materials, tools, equipment, and services for all performed work.
 - The roofing Contractor will provide all components required for complete roofing system which will include, but are not limited to .060 TOP, trim/flashing, step out molding, drip edging, fascia, ridge, closures, sealants, fillers, and any other required items.

- Furnish and install .060 TPO membrane roofing system, fully adhere this system, .060 TOP weld all seams, penetrations, and curbs
- Remove metal coping, reinstall existing metal coping, and replace as needed.
- Remove all inoperable HVAC equipment, vents and support structures to maintain a continuous roof system
- Furnish and install new flashing and sealant to portions of roof that join the elevated structure.
- Furnish and install a new drip edge that will properly drain and install roofing into gutter.
- Flash and seal around existing operating exhaust fans and vents.
- Repair all structural damage of underlayment and/or truss system necessary.
- Furnish and install new roof boots and flashing.

Other requirements:

- Proposal must include 20 year warranties and guarantees with no dollar limit.
- All contractors must be licensed and insured.
- All contractors must be in good standing with Grayson County.
- Contractor must provide building permits.
- Bidding contractor has the responsibility to conduct onsite inspections to evaluate the condition of the roof structure prior to submitting a bid.
- Pre-bid conference/inspection will be held Thursday, September 26, 2024, at 1:00 P.M. All bidders are encouraged to attend. The conference will be held at the worksite, Grayson County Public Works, 1216 N. Independence Avenue, Independence, Virginia.

Instructions and Time Frames:

Respondents are to submit sealed proposals, a copy of the bidder's Virginia Contractor's License and a certificate of liability and workers compensation insurance by mail, or hand-delivery to the Grayson County Administration Office, 129 Davis Street, Independence, VA 24348. These proposals will be evaluated by Grayson County to determine their correctness/completeness. The sealed proposal must be clearly labeled on the outside of the envelope or package "**Grayson County Public Works Roof Replacement Bid**" in order to be considered. Submit one marked original, two (2) complete copies of the proposal, and one electronic copy in PDF format on a flash drive, DVD, or CD (emailed copies **will not** be accepted as an official submission). Deadline for proposal submittal shall be Thursday, October 17, 2024 at 1:00 P.M. EST.

Preservations of Rights:

It is the intent of Grayson County to award this contract based upon the lowest and best proposal that is in the best interest of Grayson County. The County reserves the right to reject and and/or all proposals and waive all minor technicalities, informalities, and irregularities. In accordance with Virginia code Section 2.2-4302.1, the County will award the contract to the lowest bidder deemed fully responsible and responsive to the invitation to bid.

The County reserves the right to request clarification of information submitted, and to request additional information from any Proposer.

The County reserves the right to award any contract to the next most qualified firm if the successful firm does not execute a contract within 30 days of being notified of selection.

Any proposal may be withdrawn up to the date and time set above for opening the proposals. Any proposal not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days to provide the County the services described in the attached specification, or until on or more of the proposals have been approved by the County, whichever occurs later.

Any and all contract resulting from acceptance of a proposal by the County shall be in a form supplied or approved by the County and shall reflect the specifications in this invitation to bid. The County reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this invitation to bid and which is not approved by the County Attorney.

The County shall not be responsible for any costs incurred by any bidder in preparing, submitting, or presenting its response to the invitation to bid.

The successful offeror will be bound by the representations made in its response to the invitation to bid.

Codes & Regulations:

Proposer must comply with all applicable State and Federal Laws. The proposer must have a current Contractor's license for the State of Virginia and is expected to perform all work and provide service with competent personnel. All work is to be performed per current code, law, regulation, manufacture, and trade standards. Proposer shall comply with all the required codes for safety, state, and local building codes. In the case of conflicting codes, regulations, or standards, the more stringent shall be the rule to follow.

Proposal Format:

Cover Letter – must include name, address, and telephone number of the company, and be signed by the person or persons authorized to represent the Contractor. Proposal shall be submitted in the following format and include the following information:

Lump sum prices for each of the ten major headings in the scope of work, noting any special items that may affect the bid. Pricing must also include a lump-sum bid total for the entire project, and unit prices for particular items if required in the Bid Form.

Prior to the final selection, proposers may be required to submit additional information that Grayson County deems necessary to further evaluate the proposer's qualifications.

Copies:

An original proposal, supporting documents, a copy of the bidder's Virginia Contractors License, and a certificate of liability and workers compensation insurance must be submitted in response to the Invitation to Bid.

Basis of Award:

In accordance with Virginia Code Section 2.2-4302.1, all bids will be opened and announced publicly on the date stated herein, at the County Offices.

Proposals will be evaluated according to the following criteria:

- Award of the contract will be made to the lowest responsive and responsible Proposer who is deemed by the County to be fully qualified to provide the services stated herein, and whose bid is responsive in all respects to the requirements of this invitation to bid.
- Proposers shall be required to provide a statement of Proposer's qualifications/experience with similar projects within the last five (5) years.
- Proposers shall provide customer and industry references, including a description of any past projects undertaken for the County or any of the County's affiliated entities, such as the public schools, Economic Development Authority, or related entities.
- Proposer will be evaluated upon Proposer's ability to mobilize and complete the project in a timely manner.

Right of Negotiation:

Grayson County reserves the right to negotiate, where permitted by the Virginia Public Procurement Act, with the lowest and/or best Proposer after proposal opening and establishment of the lowest and/or best proposal, before the contract is awarded and/or after contract award. Grayson County reserves the right to negotiate the exact terms and conditions of the contract with the selected Proposer. Negotiations will not be made to increase the initial contract price.

Rights to Submitted Materials:

All responses, inquiries, and correspondence in reference to this invitation to bid submitted by proposers shall become property of Grayson County when received. All proposals submitted become property of Grayson County, VA.

Governing Law:

The laws of the Commonwealth of Virginia and applicable federal laws for federally awarded grant recipients shall govern the contractual agreement with the Proposer awarded the contract.

Non-Discrimination Policy:

It is the policy of Grayson County government not to discriminate based on race, color, religion, sex, gender identity, sexual orientation, age national origin, disability, status as a veteran or any other status prohibited by state law. Grayson County government encourages the consideration of DBE's (Disadvantaged Business Enterprises).

General Terms and Conditions:

The successful Proposer will be expected to enter into a contract incorporating or generally conforming to the General Terms and Conditions attached herein.