

INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA
March 20, 2017

**MINIMUM SPECIFICATIONS FOR THE REPLACEMENT
OF A PORTION OF THE FALLS ELEMENTARY SCHOOL ROOF SYSTEM**

1. **General:** Independent School District 361 is accepting proposals for the remodel of the existing and replacement of a portion of the Falls Elementary School roof system. The project includes all labor and materials necessary to complete this task. The project consists of areas comprised of the following portions:
Sec. C-(76'x70') D-(90'x53') H-(17'x43')(37'x40) G-(160'x74') Totaling 24,976 sq ft
2. **Proposal Due Date:** Bids shall be received up to, opened and read aloud on Thursday, April 13, 2017 at 10:15 a.m. in the ISD 361 Falls High School Office Room 126.
3. **Sealed Proposals:** Only envelopes containing the provided and completely filled out **Proposal Form** shall be accepted. Affidavit of Non-Collusion must accompany bid. Clearly indicate on the exterior of the envelope, "SEALED BID – FHS ROOFING PROJECT-DO NOT OPEN". Faxes shall not be accepted. Proposals shall be addressed to Project Contact:
Tom Holt 218-283-2571 x185
ISD 361 218-417-0369
1515 11th Street
International Falls, MN 56649
4. **Bid Security:** Each Bidder must accompany their proposal with a Bid Bond equal to 5% of the amount of the proposal payable to the Owner as a guarantee of prompt execution of the project as specified.
5. **Performance Bond:** Performance Bond and labor and material payment bonds in the full amounts of the contract using the forms acceptable to the Owner will be a part of the construction contract. The surety company providing the bond must be registered to do business in the State of Minnesota.
6. **Insurance:** Submit certificates to owner for review prior to awarding work. Insurance coverage for all **on-site workers** shall include: Worker's Compensation (statutory Minimum); General Liability, all major divisions, \$1 million combined single limit, and aggregate limit up to \$2 million. Successful bidder shall furnish the District with an insurance certificate in conformance with the above limits and shall list ISD 361 as an additionally insured party.
7. **Bid Waiver:** ISD 361 reserves the right to waive irregularities and to reject any and/or all proposals as they deem to be in their best interest.
8. **Prevailing Wage Rates:** Minn. Statute 177.41-44 requires payment of wages on all public works projects at the prevailing rate for the area where the construction work is being performed. Prevailing Wage Rates are available at the MN Department of Labor and Industry Website www.dolistate.mn.us or by calling (800)342-5354. Documentation of wages for each

wage earner/job classification may be required from any successful bidder and payroll records must be maintained.

9. **Payment:** One, single, lump sum payment shall be made upon satisfactory completion of the project and submitting all warranty documents to the Owner.
10. **Project Timelines:** Materials may be stored on site after June 22, 2017 with the expressed approval of the Project Contact. The project may begin after July 1, 2017 and must be substantially complete by August 1, 2017.
11. **Mandatory Site Inspection:** Prior to submission of a proposal for the project contemplated in these specifications and accompanying drawings, each bidder shall examine and familiarize himself with all pertinent existing conditions. Surface membrane and substrate boring, testing and resealing the membrane shall be the responsibility of the Bidder. Any and all discovered asbestos and/or otherwise hazardous materials shall be removed and disposed of by the Bidder per applicable regulations at no additional cost to the Owner. The representative core samples of the roofing substrate are known to vary throughout the roof area. Do not rely solely on the supplied approximate dimensions. All drawings and dimensions must be field verified and become the responsibility of the bidder as to each and any site variables. **A mandatory pre-bid site visit must be arranged with the Project Contact.**
12. **Permits and Fees:** It is the responsibility of the bidder to obtain permits of any type required to perform the work. Submit copies to the Project Contact and ISD 361 shall bear the responsibility for payment of any such fees.
13. **Hazardous Materials:** The Contractor shall bring to the attention of the Project Contact any materials required to be removed or disturbed that he may have reason to believe may contain asbestos or any other hazardous material which have not already been so identified by the specification or the Contractor site investigation.

The Contractor and his Subcontractors shall not provide or install any new materials containing asbestos or any other hazardous materials.
14. **Clean-up and Site Restoration:** The Contractor shall keep the defined and surrounding work areas free from accumulation of waste caused by operations of the contract. The Contractor is required to remove from the grounds any and all removed hardware and construction debris. Disposal must take place in an appropriate and legal location.
15. **Tobacco Free Environment:** ISD 361 maintains a tobacco-free environment inside and on the grounds of all their buildings.
16. **Salvage:** The School District shall retain the right to salvage any and all materials removed from this project.
17. **Regulations:** All work and materials must comply with all local, state, federal codes, rules, regulations and laws.

18. **Project Security:** The contractor shall have daily extended time access to areas over evenings and weekends should the Contractor so desire. The Contractor shall be responsible for the security of their equipment and project materials.
19. **Warranties:** In addition to the manufacturer's warranty, the Contractor's materials and workmanship shall be guaranteed for a period of one year from the date of final project accepted completion. **All documentation and paperwork concerning the roof manufacturer/installer 10 year warranty must be submitted with the project invoice prior to any monetary payment.**
20. **Project Scope:**
- a. Strictly adhere to any and all applicable work safety codes in promotion of a safe work zone for both site workers and building occupants.
 - b. Remove roofing layers down to the existing wood fiber, deck insulation of the original roof and dispose of per state and federal codes over any areas where the wood fiber insulation is dry and undamaged. Remove and replace any water damaged wood fiber insulation as necessary down to the metal roof deck. It is believed that a gravel top roof or portions of may lie below the existing surface EPDM.
 - c. Local building code R value must be achieved on all of the replacement area. Any existing **dry, undamaged and intact** wood fiber, foam or iso type board insulation may be reused. **Any supplemental insulation required to meet or exceed local code required R value or to flush lay the area shall be supplied and installed by the Bidder at no additional cost to the Owner.**
 - d. Lay one (1) layer of 1/2" HP board as per manufacturer's specifications.
 - e. Lay and seam .060 EPDM membrane as per manufacturers specifications.
 - f. Flash all penetrations as per manufacturer's specifications.
 - g. Provide and install new pre-finished, color matched metal flashing and counter flashing on exposed roof face over project area.
 - h. Provide and install new tie bar and wall flashing over project area.
 - i. Provide and install roof tie seam to adjacent roof as necessary.
 - j. Provide and install any crickets necessary to eliminate ponding issues.
 - k. Provide and install any missing or damaged drain catch grates or other components.
 - l. Reuse if enough is available and/or install new 2' washed river round ballast rock per manufacturer's recommendation for fully ballasted systems.
 - m. Properly seal any skylights, chimney's or vents

PROPOSAL FORM

The undersigned as bidder hereby proposes, and if this Proposal if accepted, agrees to furnish any and all necessary materials and labor to remove existing and install the new FES roof system per manufacturers installation requirements in accordance with the specification documents for the amount listed below. The undersigned does certify that this Proposal is made without improper connection with any other person or persons making a Proposal on this same purchase, and is in all respects fair and without collusion or fraud, and the undersigned does further declare that no person or persons acting in any official capacity of the Independent School District 361 is directly or indirectly interested therein in any portion of the profits thereof.

Name of Bidding Contractor: _____

Address: _____

Authorized Representative Signature: _____

Date: _____ Phone: _____

Bid Amount: \$ _____

INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA
AFFIDAVIT AND INFORMATION REQUIRED OF BIDDERS

AFFIDAVIT OF NON-COLLUSION

I hereby swear (or affirm) under the penalty for perjury:

1. That I am the bidder (if the bidder is an individual), a partner with the bidder (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);
2. That the attached bid or bids have been arrived at by the bidder independently, and have been submitted without collusion with, and without any agreement, understanding, or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the invitation to bid, designed to limit independent bidding or competition;
3. That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person prior to the official opening of the bid or bids; and
4. That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

SIGNED _____

FIRM NAME _____

Subscribed and sworn to before me

this _____ day of _____,

20____.

(Notary Public)