

**CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
APRIL 17, 2007 AGENDA**

Subject:	Type:	Submitted By:
AUTHORIZE REQUEST FOR BIDS — RE-ROOFING OF FLAT PORTION OF CITY HALL/COMMUNITY CENTER FACILITY	◆ RESOLUTION ORDINANCE RECEIVE/FILE	PAT ARCHIBALD DIRECTOR PUBLIC BUILDINGS & GROUNDS

SYNOPSIS

A resolution has been prepared authorizing requests for bids for the re-roofing of the flat portion of the roof on the City Hall/Community Center facility.

FISCAL IMPACT

Funding is provided in the FY 06/07 Construction fund budget.

RECOMMENDATION

Approval.

BACKGROUND

The re-roofing of the flat portion of the roof on the City Hall/Community Center facility was funded by the Mayor and Council with the adoption of the FY 06/07 budget. This facility is approaching 13 years of age and the roof is in need of replacement.

The requirements have been identified by city staff and are scheduled for advertising as follows:

Publish Notice to Contractors	April 26, 2007
Open Bids	May 10, 2007
City Council Award Contract	May 15, 2007

A copy of the specifications is attached.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE REQUEST FOR BIDS FOR RE-ROOFING THE FLAT PORTION OF THE CITY HALL/COMMUNITY CENTER BUILDING.

WHEREAS, the City Council has determined that a need exists to re-roof the flat portion of the City Hall/Community Center building; and

WHEREAS, the FY 2006/07 Construction Fund Budget provides funding for re-roofing the flat portion of the City Hall/Community Center building; and

WHEREAS, the Public Building and Grounds Director has prepared specifications for said re-roofing project.

NOW, THEREFORE BE IT RESOLVED, that the City Administrator is hereby authorized to advertise for bids for the re-roofing of the flat portion of the City Hall/Community Center building in accordance with specifications prepared by the Director of Public Building and Grounds, and said bids are to be opened and publicly read aloud at 10:00 a.m. at La Vista City Hall, 8116 Park View Blvd., La Vista, on May 10, 2007.

Advertise for Bids April 26, 2007

Open Bids May 10, 2007

Award Bid May 15, 2007

PASSED AND APPROVED THIS 17TH DAY OF APRIL, 2007.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

CITY OF LA VISTA
REQUEST FOR BID AND BID SHEET
RE-ROOF FLAT PORTION OF CITY HALL/COMMUNITY CENTER

NOT AN ORDER

From: City of La Vista
City Clerk
8116 Park View Blvd.
La Vista, Nebraska 68128

Published: April 26, 2007

BID OPENING:
May 10, 2007 – 10:00 a.m.
La Vista Council Chambers
8116 Park View Blvd.

(Potential Contract Award May 15, 2007)

IMPORTANT
GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

1. This document will provide minimum specifications for the re-roofing of the flat portion of the roof area on the City Hall/Community Center facility located at 8116 Park View Blvd.
2. The City shall have the right to inspect any material or services specified herein. Any materials rejected shall be removed from the premises of the City of La Vista at the expense of the vendor.
3. Any bidder's exceptions to those terms and conditions or deviations from the written specifications shall be shown in writing on the attached bid form exception sheets. However, such exceptions may be cause for rejection of the bid.
4. No bid may be withdrawn after the scheduled closing time for receipt of bids for at least thirty (30) days.
5. Bids must be submitted on the forms provided in a sealed envelope plainly marked "SEALED BID" with date and time of closing written thereon. An authorized officer of the company must sign with the firm name on all bid proposals. Bids must be mailed or hand delivered to the City Hall address at the top of this document. Bids must be received by 10:00 a.m. local time on May 10, 2007 by the City Clerk at La Vista City Hall, 8116 Park View Blvd., La Vista, NE, which bids at that time will be publicly opened, read aloud and tabulated. Bids received after this time will not be accepted.
6. Questions should be directed to Pam Buethe, La Vista City Clerk, in writing or via e-mail at pbuethe@ci.la-vista.ne.us before quotation is submitted. As required by State Law,

neither the vendor nor his subcontractors shall discriminate against any employee or applicant for employment, to be employed in the performance of this contract, with respect to their hire, tenure, terms, conditions, or privileges of employment or because of their race, color, religion, sex, disability, or natural origin.

7. If a contract is awarded, the award will be made to the “lowest responsible bidder,” as determined in the sole discretion of the Mayor and City Council of the City of La Vista. The term “responsible” shall not be limited in its meaning to mere financial responsibility, but includes, without limitation, the ability and capacity of the bidder to perform the work in accordance with the applicable contract requirements. In determining whether a bidder is “responsible,” the City may consider, among other factors, the bidders financial ability to perform the contract, ability to comply with specified delivery or performance schedules, and record of integrity and business ethics, as well as any positive or negative experiences of the City with the bidder on prior procurements.
8. The owner reserves the right to reject any or all bids, and to waive informalities or irregularities in the bidding, and to negotiate contract terms with the various bidders when such is deemed by the owner to be in its best interest. The right is also reserved to accept or reject any part of bid unless otherwise indicated by vendor.

ADDITIONAL REQUIREMENTS

Notwithstanding anything in these specifications to the contrary:

1. Purchase Order. The City of La Vista shall issue a purchase order to the successful bidder that contains "Terms of Purchase." By submitting its bid, each bidder agrees to be bound by all terms and conditions of said purchase order if it becomes the successful bidder.
2. Taxes. Purchases by the City are exempt from the payment of federal excise taxes and Nebraska sales and use taxes and all such taxes shall be excluded from bids. Tax exemption certificates will be provided upon request.
3. Modifications. Bidder understands, acknowledges and agrees that no employee, agent or representative of the City has any authority to make any representations, statements, warranties, agreements or modifications to, of or regarding these specifications or any contract of the City without the written approval of the City Administrator; provided, however, that any representation, statement, warranty, agreement or modification that has any actual or potential impact to the City of more than \$5,000 shall require the prior written approval of the Mayor and City Council of the City of La Vista.
4. Fair Labor Standards. Pursuant to Neb. Rev. Stat. Section 73-102, by submitting a bid, supplier hereby represents and certifies to the City of La Vista that supplier is complying with, and will continue to comply with, fair labor standards in the pursuit of its business and, if supplier is the successful bidder, in the execution and performance of the contract on which it is bidding; and in the execution and performance of said contract, fair labor standards will be maintained.

CITY OF LA VISTA

BID SHEET

RE-ROOF FLAT PORTION OF CITY HALL/COMMUNITY CENTER

General Conditions and Instructions to Bidders and Additional Requirements are attached hereto and by this reference are incorporated herein and made part of these specifications.

DESCRIPTION: See attached descriptive specifications.

WARRANTY: 15-year material and labor warranty in writing from the roofing system manufacturer.

Re-roof Flat Portion of City Hall/Community Center Building located at 8116 Park View Blvd., La Vista, NE, per specifications attached:

Price _____

By: _____
(Print and Sign)

Company name: _____ Date: _____

Exceptions to the Specifications:

Please list each item for which an exception to the specification is being proposed.

RE-ROOF PORTION OF CITY HALL/COMMUNITY CENTER

Project Location:

La Vista City Hall Complex
8116 Park View Boulevard
La Vista, NE 68128

Successful Bidder Must:

- Provide a Certificate of Insurance and Performance Bond
- Be licensed in the state of Nebraska
- Be licensed in the City of La Vista
- Provide a list of 10 references

Permits

- All applicable permits must be obtained by the contractor
- City permit fee will be waived by the City of La Vista.

Specifications

The project should be bid as a complete installation and shall include but is not limited to:

1. Only Durolast roofing material will be accepted.
2. The installer must be approved and trained by the Durolast manufacturer prior to the start of the job.
3. All materials used shall be approved by the Durolast manufacturer. No Exceptions.
4. A Quality Assurance representative from Durolast shall inspect the completed work at no charge to the city. Following this inspection, if repairs are needed to meet factory specifications, the repair work will be re-inspected by Durolast before the job is considered complete. This will be at no charge to the city.
5. The City of La Vista reserves the right to inspect the work at any or all times. The City's inspector shall have free access to the work area.
6. The manufacturer of the roof membrane must provide a \$10 million product liability policy to cover public and commercial building contents in addition to the product warranty.
7. The roof membrane shall be a re-enforced 40 mil membrane.
8. The membrane material shall not be effected by ponding water or ultraviolet rays.
9. The insulation shall have a value of R19
10. Bid includes roof, wall, parapet and protrusions preparation.
11. Bid includes adhesives, anchors, fasteners, etc.
12. Bid includes all sheet metal and related products.
13. Bidder will provide written detail and/or drawing of all work to be performed with bid.

14. Roof membrane shall be wrapped up and over parapet walls with a minimum of 3" extending down the outside wall. This will be finished with a termination bar and cap.
15. Care shall be taken NOT to cover weep holes. Weep holes that are covered by the present roofing system shall be exposed.
16. Cap color shall be brown to match existing trim on the building.
17. The membrane color shall be tan.
18. Membrane must be fastened to all roof drains and protrusions, both mechanically and with the use of a sealant.
19. Walk pads must be placed adjacent to exhaust fans and chiller located on the roof.
20. The drip edge of the flashing is to be flared away from the building.
21. Termination strip shall be anchored every six inches to provide a water-tight, even bond.
22. Inside corners where adjoining a wall or parapet shall be a loose enough fit to allow for shrinkage of membrane.
23. Daily clean up of job site (around the building) is required.
24. Any material left on the roof over night (or in the case of inclement weather) must be anchored down to prevent it from blowing off of the roof while unattended.
25. Upon completion of the job, all debris must be cleaned up and hauled away.

Warranty

- A 15-year material and labor warranty (warranty must be in writing from the manufacturer of the roofing system).
- The warranty shall take effect upon the acceptance of the job by the City.

Final Payment

- Final payment will not be made until the work is complete and accepted.

Note

- The City Hall and Community Center will remain open to the public during this project. Care must be taken not to block emergency drives and doorways. Reasonable accommodations will be made for the contractor's equipment that needs to be next to the building. All other vehicles must be parked in the proper parking lot.

To submit a qualified proposal, company representatives should visit the property to become familiar with the building layout and scope of work. To make an appointment please contact:

Pat Archibald
Director
Public Buildings & Grounds
Office 402-331-4343
Cell 402-689-5300
Fax 402-331-4375
parchibald@ci.la-vista.ne.us