



**FIRE DEPARTMENT**

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July 15, 2020

**PUBLIC NOTICE TO BIDDERS**

The City of Cookeville Fire Department will receive sealed bids for the replacement of roof for the Cookeville Fire Station #4, located at 1110 England Drive, Cookeville, Tennessee, on Friday, July 31, 2020 at 2:00 pm in the office of the Fire Chief.

Bids shall be submitted on forms furnished by the Fire Department. Exceptions to specifications must be listed on a separate sheet titled "EXCEPTIONS TO SPECIFICATIONS" and fully explained. Bids taking complete or major exceptions will not be accepted.

**LATE PROPOSALS, TELEGRAMS, OR TELEPHONE (INCLUDING FACSIMILE) BIDS WILL NOT BE ACCEPTED.**

Specifications and Bid forms may be obtained at the office of:

Chief Daryl Blair  
City of Cookeville Fire Department  
45 E. Broad Street  
Cookeville, Tennessee 38501

The City of Cookeville reserves the right to reject any and all bids and to waive any informality.

Daryl Blair, Fire Chief

/ah

**REQUEST FOR BID**

**Replacement of Roof**

**Cookeville Fire Department Station #4**

**1110 England Drive  
Cookeville, TN 38501  
(931) 520-5236**

**Bid Deadline: July 31, 2020 at 2:00pm**

## **Scope of Work**

The City of Cookeville Fire Department is accepting bids for the tear off and replacement of shingles at the Cookeville Fire Department Station #4 located at 1110 England Drive, Cookeville, TN. The bid shall consist of pricing on all labor, material, prep work, removal and disposal of existing shingles and debris associated with the job. Bidder shall examine existing shingles and seek warranty if any. The bidder shall inspect existing plywood decking and shall price replacement of decking if needed. The plywood decking shall be at minimum, five-eighths (5/8) tongue and groove for replacement if needed.

It shall include a narrative of how the work will be performed and how many working days to complete the project. This is considered a “turn-key” type job. The successful bidder is responsible for all aspects of the job. Bidder should list any options in the bid that they feel would be beneficial to the job or that would save the City money.

The roof project must be completed within thirty (30) days from the Notice to Proceed.

## **Awarding of Bid**

The City of Cookeville reserves the right to reject any and all bids and to rebid the project if necessary.

The City of Cookeville Fire Department may award the bid to the bidder demonstrating the most complete response and full compliance with the specifications of each item.

The City of Cookeville Fire Department reserves the right to offer and award based on any combination of factors it determines to be in the best interests of the City of Cookeville Fire Department. Price may be a factor but may not determine the awarding of the bid. The bid will be awarded to the lowest and best bidder meeting specifications.

The City of Cookeville Fire Department reserves the right to negotiate with the successful bidder on options or changes to the bid. The City of Cookeville Fire Department reserves the right to reject any and all bids.

The City of Cookeville Fire Department will have a formal bid opening at 2:00 PM on July 31, 2020. The bid will be evaluated, and bidders will be notified of the decision.

## **References**

The bidder must provide at least 3 credible references that can attest to the quality, performance, and service associated with the bidder. An agency name, contact person, telephone number, and email address should be provided for each reference.

The City of Cookeville Fire Department reserves the right to contact each reference and take their responses into account in making its decision on the “best bidder”.

The bidder must be a licensed contractor in the State of Tennessee and provide a payment and performance bond.

## **Instructions for bidders**

The City of Cookeville Fire Department will not be responsible for any costs incurred creating this bid. The bid is considered a minimum set of specifications and standards.

Bid must be sealed in an envelope or package marked:

“Cookeville Fire Department Station #4 Replacement of Roof”

The date and time of the bid opening, contractor’s license number, classification and expiration date of the license. A Drug Free Affidavit must be signed and included in the envelope or package. Bids received after 2:00PM on July 31, 2020 will not be considered.

Bids must be mailed or delivered to:

City of Cookeville Fire Department  
45 E Broad ST  
Cookeville, Tennessee 38501  
Attn: Chief Daryl Blair

## **Specifications**

Remove existing roof material and any damaged roof decking if needed. A thirty (30) pound synthetic felt shall be installed on entire roof. Ice and water shields shall be installed in all valleys. Lead pipe flashings shall be installed. Roof ventilation with ridge vents on all ridges shall be installed. A 30 year architectural shingle including starter shingles and capping shall be installed. A white aluminum drip edge above all gutters shall be installed. The siren shall be removed and reset. The architectural shingles color shall be selected and approved by the City of Cookeville Fire Chief. All prep work shall include cleaning and removing all shingles and debris associated with the job. Complete coverage of all shingled areas will be required with no ghosts or lack of shingle coverages being accepted. Job Site cleanup, removal and disposal of all debris will be the responsibility of the Bidder completing the job.

## **Warranty**

The bids shall provide the warranty information for the chosen shingle, minimum thirty (30) year, in writing.

## **Dispute Resolution**

Anything to the contrary notwithstanding in this Agreement, any dispute arising out of this contract will be governed by the laws of the State of Tennessee and shall be decided in the Chancery Court of Putnam County, Tennessee, as the sole and exclusive venue and jurisdiction for the resolution of any said claims. The parties may voluntarily agree to a non-binding mediation in Cookeville, Putnam County, Tennessee, to resolve any dispute prior to litigation, but are not obligated to do so. Each party shall be responsible for its own fees and costs.

Successful bidder will need to provide proof of insurance before starting work.

Successful bidder will need to comply with all state and federal laws regarding non-discrimination in the workplace.

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to TCA §12-12-106, Iran Divestment Act”

DRUG FREE WORKPLACE

STATE OF TENNESSEE  
COUNTY OF PUTNAM

DRUG FREE WORKPLACE AFFIDAVIT  
OF PRIME BIDDER

NOW COMES AFFIANT, who being duly sworn, deposes and says:

1. He/She is the principal officer for \_\_\_\_\_.
2. That the bidding entity has submitted a bid to The City of Cookeville,  
\_\_\_\_\_ Department, Project Number \_\_\_\_\_, for the  
construction of \_\_\_\_\_.  
(Project Name)
3. That the bidding entity employs no less than five (5) employees;
4. That Affiant certifies that the bidding entity has in effect, at the time of submission of its bid to perform the construction referred above, a drug free workplace program that complies with 50-9-113, *Tennessee Code Annotated*.
5. That this affidavit is made on personal knowledge.

Further Affiant saith not.

\_\_\_\_\_ AFFIANT

SUSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: \_\_\_\_\_

BID FORM

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. FOR SUPPLYING THE ROOFING OF COOKEVILLE FIRE STATION #4 AND WARRANTY FOR CURRENT SHINGLES IN PLACE AT TIME OF REPLACEMENT. IN THE ENCLOSED SPECIFICATIONS AND BIDDING DOCUMENTS, OUR BASE BID IS:

TOTAL PRICE BID FOR ROOFING OF COOKEVILLE FIRE STATION #4 :

\_\_\_\_\_ (WRITTEN)  
\$ \_\_\_\_\_ (FIGURES)

2. IT IS FURTHER UNDERSTOOD AND AGREED BY THE UNDERSIGNED IN SUBMITTING THIS PROPOSAL THAT THE OWNER RESERVES THE FOLLOWING RIGHTS AND PRIVILEGES:
- A. ACCEPTING OR REJECTING ANY AND ALL BIDS, AND/OR WAIVE ANY OF THE INFORMALITIES IN THE BIDDING.
  - B. TO REJECT ALL MATERIALS WHICH DO NOT CONFORM TO OR EXCEED THESE SPECIFICATIONS, WITHOUT ALTERING BID PRICE OF THIS PROPOSAL.

RESPECTFULLY SUBMITTED:

\_\_\_\_\_  
(MANUFACTURER)

\_\_\_\_\_  
(BIDDER)

\_\_\_\_\_  
(PRINT NAME)