

**CITY OF ROCHESTER, NH**  
**31 Wakefield St. Rochester, NH 03867**  
**INVITATION TO BID**

City of Rochester, NH is soliciting a competitive BID;

1. **BID: RFP 24-21 Wastewater Treatment Facility Asphalt Shingle Roof Replacement**
2. **BID Submission Options-Hardcopy, or Electronically:**
  - a) Submit Hardcopy via USPS, FEDEX, or UPS: City of Rochester, NH, Purchasing Agent, 31 Wakefield St. Rochester, NH 03867. Reference **RFP 24-21** on package. In person drop-offs are to go to the Finance Office at City Hall, 31 Wakefield Street, Rochester, NH 03867.
  - b) Submit Electronically via Email: [RFP24-21@rochesternhnet.onmicrosoft.com](mailto:RFP24-21@rochesternhnet.onmicrosoft.com) Include in Email subject line: **RFP 24-21**. An automated email confirmation will be generated to bidder once bid has been received. It is bidder's responsibility to ensure proper email submission of bid, and to monitor for the confirmation email.
3. **BID Receipt Date & Time:** No later than **February 14, 2024 at 5:00pm.**
4. **BID Opening Date & Time:** **February 15, 2024 at 2:30pm.** Opening will be conducted in person in the Council Chambers, 31 Wakefield Street, Rochester, NH 03867.
5. **BID Specifications, Questions & Addendums (Q&A):** Can be obtained by visiting <https://rochesternh.gov/bids> see **OPEN BIDS** section. Or contact City of Rochester, NH Purchasing Agent 31 Wakefield St. Rochester, NH 03867, [purchasing@rochesternh.gov](mailto:purchasing@rochesternh.gov), 603-335-7602. Note Q&A updates will end one week prior to bid opening.
6. **BID Results:** Results can be obtained at <https://rochesternh.gov/bids>, in **CLOSED BIDS** section. Select the specific bid to see all results, or contact Purchasing Agent.
7. **Mandatory Site Visit:** Bidders must perform a site visit to review the proposed asphalt shingle roof replacement scope of work. Each bidder shall schedule a visit by contacting [dana.webber@rochesternh.gov](mailto:dana.webber@rochesternh.gov) . The site visit shall be performed between normal working hours 7:00AM to 3:00PM weekdays at the Wastewater Treatment Facility, 245 Pickering Road, Rochester, NH 03867. Bidders shall sign the site visit log located in the Administration Building and certify in their bid that a site inspection was performed.

**ATTACHMENT A**

## Technical Specifications

## Asphalt Shingles Roof Removal and Replacement Wastewater Treatment Facility

**PART 1 – GENERAL**

## Scope of Work:

- A. Remove and dispose of one (1) layer of existing shingles, moisture shedding underlayment, eave, valley and ridge protection, snow guards and associated metal flashings and trim.
- B. Furnish all labor, materials, equipment and incidentals required to furnish and install the following as specified herein.
  - 1. Granular surfaced asphalt shingle roofing.
  - 2. Moisture shedding underlayment, eave, valley and ridge protection.
  - 3. Ridge Vents
  - 4. Associated sheet metal flashings and trim.
- C. It is not the intent to herein describe all of the details for asphalt roofing and flashing. Contractor shall ensure that all items and details not otherwise specified, or as otherwise required to achieve a complete watertight roofing installation as required by manufacturer's written instructions and industry standards.
- D. Roofing shall be removed and replaced at the following structure located at the Wastewater Treatment Facility 245 Pickering Road, Rochester, NH 03867:
  - 1. Administration Building
  - 2. Mechanical/Filter Building
  - 3. Grit Removal Building.
- E. Hours of Work: Monday – Friday: 7:00 a.m. to 3:00 p.m. (excluding federal holidays).
- F. The driveways, parking lots and building entrances shall be protected from debris during construction. The contractor is responsible for safely conducting his operation to protect the public and staff using the buildings. The Rochester Wastewater Facility is typically open between the hours of 7 a.m. to 3 p.m. The contractor shall repair at its expense any damage caused by its operations. Contractor parking and on-site material storage areas shall be as approved by the City.
- G. During the progress of the work, the contractor shall conduct their operations and provide adequate pollution controls to minimize the creation and dispersion of noise, odors, dust, dirt, mud, and/or debris within and beyond the site. The contractor shall protect the buildings from water intrusion during this project.

- H. At the time of opening the bids, bidders shall be presumed to have inspected the site and be thoroughly familiar with the bid documents. Failure of any bidder to inspect the project, site, ask questions, or to fully examine the bid documents, shall not relieve any bidder from obligations with respect to their bid.
- I. Bidders must perform a mandatory pre-bid site visit to fully examine the work.
- J. Bidders must schedule a site inspection with the City staff during normal business hours. Each site visit will be logged by the City. The bidders must certify in their bid that they have visited the site and examined the work.
- K. Work shall be completed within 60 days from the Notice to Proceed – Weather permitting (follow manufacturer’s installation instructions, i.e., temperature)

#### References:

- A. ANSI/ASTM B209 – Aluminum-Alloy Sheet and Plate.
- B. ANSI/ASTM D224 – Smooth-Surfaced Asphalt Roll Roofing (Organic Felt).
- C. ANSI/ASTM D228 – Method of Testing Asphalt Roll Roofing, Cap Sheets and Shingles.
- D. ANSI/ASTM D2822 – Asphalt Roof Cement.
- E. ANSI/ASTM D3018 – Class F Asphalt Shingles Surfaced with Mineral Granules.
- F. NRCA – Steep Roof Manual.
- G. UL 580 – Tests for Wind Uplift Resistance of Roof Assemblies.
- H. UL 790 – Test for Fire Resistance of Roof Covering Materials.
- I. All Associated ASTM specifications for selection and installation of stainless steel, lead and aluminum, rubbers and thermoplastic elastomers for sheet metal flashings and trim.
- J. Definition: Roofing terminology: See ASTM D1079 and glossary of NRCA’s “The NRCA Roofing and “Waterproofing Manual” for definitions of terms related to roofing work in this specification.

#### Regulatory Requirements:

- A. All work shall be in accordance with Federal, State and local codes, including those of the Fire Marshall, Building Official and ANSI/ASTM D3018 Class F UL 790 fire resistance UL 580 wind uplift for shingle types specified.
- B. The Contractor shall apply for and obtain all local permits required. Permit fees shall be waived for City projects.

#### Environmental Requirements:

- A. Do not install eave edge protection and shingles when temperatures are below 50 deg F.
- B. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit asphalt shingle roofing to be performed according to manufacturer’s written instructions and warranty requirements.
- C. Install self-adhering ice and water dam protection sheet underlayment within the range of ambient and substrate temperature recommended by manufacturer.

**Delivery, Storage, and Handling:**

- A. Store roofing materials in a dry, well ventilated, weather-tight location according to asphalt shingle manufacturer's written instructions. Store underlayment rolls on end on pallets or other raised surfaces. Do not double-stack rolls.
- B. Handle, store, and place roofing materials in a manner to avoid significant or permanent damage to roof deck or structural supporting members.

**Warranty:**

- A. The contractor installing the roofing system shall have documented Five (5) years' experience and all required licenses as required by the State of New Hampshire, City of Rochester and all enforcement agencies having jurisdictions over this work.
- B. Provide a 20-year warranty on workmanship (i.e., transferable labor warranty, etc.).
- C. Warranty: cover damage resulting from failure to prevent penetration of water.
- D. Provide Landmark PRO 50-year limited warranty against group-owned or commercial applications manufacturing defects.
- E. 10-year SureStart protection
- F. Protection against algae for 15 years.
- G. Wind protection for up to 110-mph for 15 years.
- H. Provide lifetime manufacturer's warranty.
- I. Provide transferable warranty.
- J. Final payment will not be made until delivery of all above written warranties has been received by owner.

**PART 2 - PRODUCTS****Asphalt Shingles:**

- A. Manufacturer: Asphalt Architectural Shingles by CertainTeed Corp.
- B. Asphalt Shingles: CertainTeed PRO, or equal. ANSI/ASTM D3462/D3018, with Type 1 – self-sealing; glass fiber mat base, ceramically colored/UV resistance mineral granules across the entire face of the shingles, algae- resistant type.
- C. Weight 270 lbs/sq.
- D. Fire resistance UL Rating Class "A"
- E. Wind resistance UL Classification of ASTM F-3462, F-3161/ UL997 110-mph.
- F. Installation of the entire roof system shall follow the manufacturer's installation instructions.
- G. Roofing system shall be applied as a complete system, including water tightness, attachments, compatibility with existing construction methods and materials.
- H. If information is duplicated from this specification and the manufacturer's installation instructions, the most stringent shall apply.
- I. Color: to match existing, replacement shingle color.

**Sheet Materials:**

- A. Rolling Roof: ASTM D228 Type 15 asphalt-saturated felt roofing; 9.49 LB/square as

- manufactured by CertainTeed Corp.
- B. Valley Roll: ASTM D3909 asphalt felt roofing; 86 LBS/square as manufactured by CertainTeed Corp.
  - C. Waterproofing shingle underlayment: ASTM 1970 "WinterGuard" underlayment as manufactured by CertainTeed Corp. Underlayment to be placed over entire roof surface.
  - D. Eave ice dam protection: In addition to waterproofing, provide eave ice dam sheet barrier self- adhesive back, fiber glass reinforced, U.L. listed WinterGuard ASTM D-1970 self-adhesive as manufactured by CertainTeed Corp.

#### Accessories:

- A. Nails: Standard round wire shingle type, hot dipped zinc coated steel minimum 13/64-inch head diameter and 0.080-inch shank diameter, 1 ¼ inch long or sufficient length to penetrate through roof sheathing not less than ¾ inch.
- B. Plastic Cement: ANSI/ASTM D2822, asphalt type with mineral fiber components, free of toxic solvents, capable of setting within 24 hours at temperatures of 75 degrees F and 50 percent RH; manufactured by Karnak Corp.
- C. Lap Cement: Fibrated cutback asphalt type, recommended for use in application of underlayment, free of toxic and solvents.
- D. Ridge Vent: 12" filtered ridge vent as manufactured by CertainTeed Corp. Fasten with roofing nails of sufficient length to penetrate sheathing.
- E. Ridge Cap Shingles: As manufactured by CertainTeed Corp. Maintain same exposure of cap shingles as roofing shingle exposure. Lap cap shingles at ridge to shed water away from direction of prevailing winds. Fasten with roofing nails to sufficient length to penetrate sheathing.

#### Flashing and Trim Materials:

- A. Sheet Flashings and Trim: Shall meet ASTM specifications for selection and installation for sheet metals flashing and trim, Part 1; B; References. To include: ASTM A 666, ASTM B 29, ASTM B 32, ASTM B 117, ASTM B 209, ASTM B 749, ASTM D 412, ASTM D 522, ASTM D 523, ASTM D 624, ASTM D 746, ASTM D 968, ASTM D 1308, ASTM D 2240, ASTM D 2247, ASTM D 3363, ASTM D 4214, National Roofing Contractors Association (NRCA) Low -Slope Membrane Roofing Construction Details Manual, Sheet Metal and Air Conditioning Contractors National Association, Inc. (SMACNA) Architectural Sheet Metal Manual, The Society for Prospective Coatings (SSPC) Paint 12 Cold Applied Asphalt Mastic (Extra Thick Film). Where reference is made to above standards, the revision in effect at time of bid opening shall apply.
- B. Bituminous Paint: Acid and Alkali resistant type; black color.
- C. Provide coping and cap flashing manufacturer's five-year warranty against blow-off, leak or premature membrane failure in winds up to 110 miles per hour.
- D. Provide manufacturer's twenty-year warranty on coil coated polyvinylidene fluoride based coatings.
- E. Colors to match existing, replacement flashing, trim and boot colors.

### PART 3 -CONSTRUCTION

#### Execution / Examination:

- A. Verify that roof penetrations and plumbing stacks are in place and flashed to deck surface.
- B. Verify deck surfaces are dry, free of ridges, wraps or voids.
- C. Re-nail loosened plywood.
- D. Any replacement plywood decking shall be of high-grade pressure treated material of same thickness and size. If required, Plywood, wood replacement cost will be based on unit price per 4'x8' sheet materials and labor included in bid proposal form.

Preparation:

- A. Broom clean then leaf blower clean deck surfaces under eave protection and underlayment prior to installation of new roofing materials.

Installation – Eave Ice Dam Protection:

- A. Apply eave ice dam protection sheet in accordance with manufacturer's instructions.

Installation – Protective Underlayment:

- A. Place one ply of underlayment over area not protected by eave protection, with ends and edges weather lapped minimum of 4 inches. Stagger end laps of each consecutive layer. Nail in place.
- B. Install protective underlayment perpendicular to slope of roof to slope of roof and weather lap minimum of 4 inches over eave protection.
- C. Weather lap and seal watertight with plastic cement, items projecting through or mounted on roof.
- D. Protect unused underlayment from weather, sunlight, and moisture when left overnight or when work is not in progress.

Installation – Valley Protection:

- A. Place one ply of roll roofing, minimum 36 inches wide, centered over valleys. Place with mineral surface side down. Weather lap joints minimum 2 inches. Nail in place minimum 18 inches o.c. one inch from edge.
- B. Extend shingles on both slopes across valley in a weave pattern and fasten. Extend shingles a minimum of 12 inches beyond valley center line to achieve woven valley, concealing the valley protection.

Installation Metal Flashing and Trim:

- A. Weather lap joints minimum of 4 inches and seal weather tight with plastic cement.
- B. Secure in place with nails minimum 18 inches o.c. Conceal fastenings.
- C. Flashing, trim and seal work projecting through or mounted on roofing with plastic cement, weather tight.
- D. Workmanship shall be in accordance with SMACNA publication specifications. All flashing shall be done in accordance with the recommended practice and standards set forth in the industry.

### Installation – Asphalt Shingles:

- A. Install shingles in accordance with manufacturer's instructions.
- B. Place shingles in straight coursing pattern with 5-inch weather exposer to produce double thickness over full roof area.
- C. Project first course of shingles  $\frac{3}{4}$  inch beyond fascia boards.
- D. Extend shingles  $\frac{1}{2}$  inch beyond face of gable edge fascia boards.
- E. Install high wind nailing system, Six (6) nails per shingle.
- F. Cap hips and ridges with individual shingles, maintain 5-inch weather exposure. Place to avoid exposed nails.
- G. After installation, place One (1) daub of plastic cement, one-inch diameter under each individual shingle exposed to weather, to prevent lifting.
- H. Coordinate installation of roof mounted components or work projecting through roof with weather tight placement of counter flashing, trim and boots with application (i.e., generator muffler exhaust shall be high heat rated with warranty to match shingle warranty, etc.).
- I. Complete installation to provide weather tight service.
- J. Install shingles to provide uniform distribution of color blend.

### Protection of Roof during installation:

- A. Provide installation of all roofing materials that is installed as part of this project in strict accordance with the manufacturer's instructions and industry standards.
- B. Do not permit traffic over the finished roof surface.

### Removal of Existing Work:

- A. Work to be removed to make ready for new asphalt shingled work include but not limited to the removal of all existing asphalt shingles and related flashings, gutters and leaders.
- B. Remove, protect, store and reinstall existing gutters. Pitch to drain  $\frac{1}{2}$  in. per 10 ft. to downspout.
- C. Removal work shall include the examination of the existing wood deck, fascia and trim to determine the scope of replacement if necessary to provide an acceptable surface and trim as required by asphalt shingle manufacturer's written instructions and industry standards.
- D. Replacement work shall include removal of all unacceptable wood sheathing, fascia's and wood trim, replace with exterior grade plywood, wood strips, and boarding depending on the field conditions for roof; and No. 1 pine for fascia and trim replacement. All wood thicknesses shall match existing conditions.
- E. In addition to work outlined above, include re-nailing all loose nails and or replacing with additional nails to make the sheathing tight and properly secured to the structural framing.
- F. It is the responsibility of the contractor to make watertight all areas and after the removal operation as specified herein. Any damage resulting from the work performed by the contractor shall be paid for, without cost to the Owner.
- G. Tarps shall be used to protect the buildings, plantings, vehicles, and the public/staff from debris. The job site shall be kept neat at all times and shall be fully cleaned at the end of each workday, including picking up any nails using magnets.
- H. The contractor shall perform a final job site cleaning and remove all job debris for site. Pick

up any remaining nails using magnets and conduct a final walkthrough with owner.

- I. Disposal of material shall be by tripod hoist with suitable containers and/or enclosed chutes.
- J. Material shall not be thrown off the roof. Materials to be placed in covered containers or dumpsters. Take all necessary measures to ensure materials or other debris cannot blow onto/into Wastewater Treatment Facility service area and tanks, lagoons or basins.
- K. Dispose of all materials in accordance with State, Local and Environmental regulations.
- L. It is the responsibility of the contractor that all landscaping/lawn areas shall be restored to preconstruction status.
- M. Remove, protect, store and re-install existing roof mounted lightening protection spikes and communication antenna(s). Anchors, penetration and location to match existing conditions.



**INSTRUCTION TO  
BIDDERS**

- I. PREPARATION OF BID PROPOSAL**
- II. IRREGULAR PROPOSALS**
- III. DELIVERY OF PROPOSALS**
- IV. ELECTRONIC BID FORMAT**
- V. WITHDRAWAL OF BID PROPOSAL**
- VI. PUBLIC OPENING OF BID PROPOSAL**
- VII. DISQUALIFICATION OF BIDDERS**
- VIII. CONSIDERATION OF PROPOSALS**
- IX. AWARD OF CONTRACT**
- X. CANCELLATION OF AWARD**
- XI. BID EVALUTAION**
- XII. LAWS, PERMITS & REGULATIONS**
- XIII. INSURANCE & LEGAL BUSINESS ENTITY**
- XIV. DEFAULT & TERMINATION OF CONTRACT**
- XV. OBTAINING BID RESULTS**
- XVI. BID FORM**
- XVII. BIDDER QUALIFICATIONS**

**ATTACHMENT A – TECHNICAL SPECIFICATIONS**

**I. PREPARATION OF BID PROPOSAL**

1. The Bidder shall submit her/his proposal upon the form(s) furnished by the City (attached). The bidder shall specify a unit price for each pay item. All figures shall be in ink or typed.
2. If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it, and initialed by the bidder, also with ink. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
3. The bidder's proposal must be signed with ink by an individual authorized by company to execute the proposal. Required information shall be name of authorized individual, title of individual, legal business name, address, email, and telephone number.
4. All questions shall be submitted in writing to and received by the Purchasing Agent at the above address, a minimum of 7 days prior to the scheduled bid opening. The Purchasing Agent, will then forward both the question and the city's response to the question to all known prospective bidders.

**II. IRREGULAR PROPOSALS**

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Owner or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain a unit price for each pay item listed, except in the case of authorized alternate pay items.

**III. DELIVERY OF BID PROPOSALS**

When sent by mail, the sealed proposal shall be addressed to the City of Rochester, Purchasing Agent, 31 Wakefield Street, Rochester, NH 03867. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals received after the time for opening of the bids will be returned to the bidder, unopened. Emailed or faxed bid proposals are not acceptable.

**IV. ELECTRONIC BIDS:** Due to Covid-19 the City of Rochester has incorporated

an electronic bid processes. If an electronic format is to be utilized specific submission instructions will be identified in the bid cover page.

#### **V. WITHDRAWAL OF BID PROPOSALS**

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

#### **VI. PUBLIC OPENING OF BID PROPOSALS**

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

#### **VII. DISQUALIFICATION OF BIDDERS**

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of her/his bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.

#### **VIII. CONSIDERATION OF PROPOSALS**

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and unit bid prices, the latter shall govern.
2. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the City, the best interest of the City of Rochester will be promoted thereby.
3. Bid results will be available on the website at [www.rochesternh.net](http://www.rochesternh.net) within 48 hours of the bid opening.

#### **IX. AWARD OF CONTRACT**

The City holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the City. If a contract is to be awarded, the Contractor/Vendor selection shall be based in part on possession of the necessary experience, organization, technical and professional qualifications, skills and facilities, reference checks, project understanding, approach, ability to comply with proposed or required time to completion or performance, licensing or certification,

in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the City of Rochester. The successful bidder will be notified, by the form mailed to the address on his proposal, that his bid has been accepted and that he has been awarded the contract.

#### **X. CANCELLATION OF AWARD**

The City reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability or other claim against the City.

#### **XI. BID EVALUATION**

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's ability, capacity, and skill to perform within the specified time limits.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The quality, availability and adaptability of the supplies and materials sold.
4. The bidder's past performance.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future maintenance and/or services.
7. Any other applicable factors as the City determines necessary and appropriate (such as compatibility with existing equipment).

#### **XII. LAWS, PERMITS AND REGULATIONS**

1. The Contractor shall obtain and pay for all licenses and permits as may be required of him by law and shall pay for all fees and charges for connection to outside services, and use of property other than the site of the work for storage of materials or other purposes.
2. The Contractor shall comply with all State and Local laws, ordinances, regulations and requirements applicable to work hereunder, including building code requirements. If the Contractor ascertains at any time that any requirement of this Contract is at variance with applicable laws, ordinances, regulations or building code requirements, she/he shall promptly notify the City of Rochester in writing.

#### **XIII. INSURANCE & LEGAL BUSINESS ENTITY**

1. Contractor and any related subcontractors will carry appropriate liability insurance,

and be a legal business entity authorized to conduct business in the State of New Hampshire.

#### **XIV. DEFAULT AND TERMINATION OF CONTRACT**

If the Contractor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Fails to perform the work with sufficient workers and equipment, or with sufficient materials to assume prompt completion of said work; or
3. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable; or
4. Discontinues the prosecution of the work; or
5. Fails to resume work, which has been discontinued, within the time frames included in specifications; or
6. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
7. Makes an assignment for the benefit of creditors; or
8. For any other causes whatsoever, fails to carry on the work in an acceptable manner the City of Rochester will give notice, in writing, to the Contractor for such delay, neglect, and default.

If the Contractor does not proceed in accordance with the Notice, then the City of Rochester will have full power and authority without violating the Contract to take the prosecution of the work out of the hands of the Contractor. The City of Rochester may enter into an agreement for the completion of said Contract according to the terms and conditions thereof, or use such other methods as in the City's opinion will be required for the completion of said Contract in an acceptable manner.

All extra costs and charges incurred by the City of Rochester as a result of such delay, neglect or default, together with the cost of completing the work under the Contract will be deducted from any monies due or which may become due to said Contractor. If such expenses exceed the sum which would have been payable under the contract, then the Contractor shall be liable and shall pay to the City of Rochester the amount of such excess.

#### **XV. OBTAINING BID RESULTS**

Bid results will be available on the website at [www.rochesternh.gov](http://www.rochesternh.gov) within 48 hours of the bid opening.

**XVI. BID PROPOSAL FORM - WASTEWATER TREATMENT FACILITY ASPHALT SHINGLE ROOF REPLACEMENT**

ORGANIZATION NAME: \_\_\_\_\_

CONTACT REPRESENTATIVE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

The following bid is being submitted to the City of Rochester, New Hampshire for supplying all labor, materials, supplies, equipment and tools necessary to the work as specified in the bid documents.

**ITEM 1 LUMP SUM PRICE FOR COMPLETE ROOF SYSTEM REPLACEMENT FURNISHED AND INSTALLED, ADMINISTRATION BUILDING**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

**ITEM 2 LUMP SUM PRICE FOR COMPLETE ROOF SYSTEM REPLACEMENT FURNISHED AND INSTALLED, MECHANICAL/FILTER BUILDING**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

**ITEM 3 LUMP SUM PRICE FOR COMPLETE ROOF SYSTEM REPLACEMENT FURNISHED AND INSTALLED, GRIT REMOVAL BUILDING**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

**TOTAL ITEMS 1, 2 AND 3:**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

**ITEM 4 UNIT PRICE PER 4' X 8' SHEET PLYWOOD DECK REPAIR FURNISHED AND INSTALLED**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

Acknowledgement of Receipt of ADDENDA (check below as applicable):

Addendum #1 \_\_\_\_\_, Addendum #2 \_\_\_\_\_, Addendum #3 \_\_\_\_\_

Certification that site visit was performed by the organization to fully examine the proposed work:

Date of Site Visit: \_\_\_\_\_

The undersigned certifies that he/she has read and understands all of the provisions of the BID DOCUMENTS. Any exceptions to the BID DOCUMENTS are noted below and/or included with the bid on a separate sheet of paper. The undersigned also certifies that this bid is submitted without collusion with any individual or corporation and agrees, by virtue of submitting this bid that if accepted by the City of Rochester this forms a contractual obligation on the part of the bidder to perform the work in accordance with BID DOCUMENTS.

Is the Contractor able to complete work prior to June 30, 2024. \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

FOR: \_\_\_\_\_  
(company name)

EXCEPTIONS (CHECK ONE)

No exceptions taken to Bid Documents: \_\_\_\_\_

Exceptions taken as noted below \_\_\_\_\_, or on separate sheet enclosed \_\_\_\_\_

**XVII BIDDER QUALIFICATIONS:**

All Bidders are required to submit the following information, properly completed and signed.

The City may make such investigations as it deems necessary to determine the ability of the Bidder to perform the work and, the Contractor shall furnish to the City all such information and data needed for this purpose as the City may request.

Please submit 2 references of similar size and scope to this project.

A. List at least three (3) projects of similar size and scope to this project that your company has completed in the last three (3) years:

1. Project Name & Location: \_\_\_\_\_  
 Contract Amount: \_\_\_\_\_  
 Percent Complete: \_\_\_\_\_  
 Owner Contact Person: \_\_\_\_\_  
 Tel #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Date of Completion: \_\_\_\_\_
  
2. Project Name & Location: \_\_\_\_\_  
 Contract Amount: \_\_\_\_\_  
 Percent Complete: \_\_\_\_\_  
 Owner Contact Person: \_\_\_\_\_  
 Tel #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Date of Completion: \_\_\_\_\_
  
3. Project Name & Location: \_\_\_\_\_  
 Contract Amount: \_\_\_\_\_  
 Percent Complete: \_\_\_\_\_  
 Owner Contact Person: \_\_\_\_\_  
 Tel #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Date of Completion: \_\_\_\_\_

B. In the past five (5) years, has your organization failed to complete any work awarded to you? \_\_\_\_ If yes, provide details below of when, where, why:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



C. The undersigned hereby authorizes and requests any persons, firms or corporation to furnish information, requested by the City in verification of the recitals comprising this statement of the Bidder's qualifications:

I (We) the undersigned, hereby certify that the information on the preceding pages in true and accurate and that the City will rely on said information as a basis for determining the Bidder's qualifications for the project described. The undersigned further understand that any material misrepresentation or inaccuracy, above, will result in Bidder's disqualification, or if applicable will constitute grounds for termination of the Contract.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
(bidder authorized signature)

By: \_\_\_\_\_

Title: \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being duly sworn, deposes and says that he/she is \_\_\_\_\_ of \_\_\_\_\_ and  
(title) (company)

That the answers to the foregoing questions and all statements therein are true and correct. Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
(Notary Public)

My commission Expires:

\_\_\_\_\_