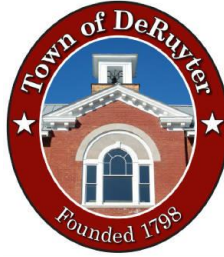


DANIEL S. DEGEAR
Town Supervisor
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REBECCA MARSHALL
Town Clerk/Collector
Phone: 315-367-1350
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I. PURPOSE

The Town of DeRuyter is requesting proposals for the installation of a new metal roof at the Town Highway garage and cold storage buildings located at 807 Utica Street, DeRuyter, New York.

II. OBJECTIVE

The objective of this Request for Proposal (RFP) is for the Town of DeRuyter to select a respondent to remove existing metal roof and install new metal roof for the following:

- a. Highway Garage: Approximately 50' x 105' building, including an approximately 7' x 30' lean to structure.
- b. Cold Storage Building: Approximately 40' x 80' building

III. SCOPE OF WORK

1. Removal of all existing roofing materials. Old roofing to be neatly piled on site in a location specified by the highway superintendent for town disposal.
2. Inspection of underlayment materials.
3. Installment of a waterproof synthetic membrane over the entire roof (highway garage only).
4. Installment of new steel roofing exactly per manufacturer's instructions. Metal roofing shall be a minimum 29-gauge thickness and shall include a minimum 1-mil siliconized polyester exterior paint finish. Self-tapping screws with gaskets shall be used per manufacturer's specification.
5. Installment of matching rake flashing or drip edge on all edges.
6. Roof Ventilation: Suitable openings located at or near the highest and lowest point providing a ratio of one square inch of free air for each 55 square feet of structure floor area. Each ventilation opening shall be weatherproof and installed per manufacturer's recommendations.

IV. WORK OUTSIDE THE SCOPE

1. It is understood that the new roofing must be installed over a structurally sound underlayment and that the condition of the underlayment cannot be known until the old roof has been removed. Therefore, the cost of both materials and labor to replace some or all of the underlayment is not included in this bid.

V. SCHEDULE

1. All interested parties should ensure completed proposals are received by the Town Clerk no later than 12:00 pm on Thursday, August 30, 2018. Proposals may be hand-delivered to the Town

Clerk at the Clerk's office during normal town clerk hours or may be mailed to Rebecca Marshall, Town Clerk, PO Box 394, DeRuyter, NY 13052.

2. Contract expected to be awarded on or about Friday, August 31, 2018.
3. Work must be completed no later than October 26, 2018.

VI. GENERAL CONDITIONS:

1. Proposals should be broken down by cost per building. The Town Board reserves the right to refuse any and all bids not meeting the required specifications.

VII. PRE-PROPOSAL INSPECTION:

Interested parties may conduct an external inspection of the buildings at their convenience. Any internal inspection will require an appointment with the Highway Superintendent of Town Supervisor.

VIII. PAYMENT TERMS:

Full payment to be made upon satisfactory completion of all work outlined above and within 30 days of the submission of an invoice on contractor's letterhead.

IX. INSURANCE:

Contractor shall provide insurance certificate to Owner, naming Owner as additional insured with liability coverage of \$300,000.00 minimum. Contractor shall also maintain liability and workers compensation insurance or waiver acceptable to the Town Attorney.

X. INDEMNIFICATION:

Contractor shall supervise and direct the work and shall be at all times responsible for employees and agents of the Contractor, subcontractors and their employees and agents, and shall be responsible for giving notices as required by laws, regulations, and ordinances bearing on the work and on employment practices. To the fullest extent permitted by law, the Contractor shall be responsible to Owner for acts and omissions to the Contractor, its agents and employees, subcontractors and their employees and its agents and other persons performing portions of the work, but only to the extent of the acts or omissions of the Contractor's agents, employees, subcontractors and their employees and agents.

Contractor shall assume full responsibility for its employees, officers, agents, business invitees, and subcontractors to the fullest extent permitted by law. Contractor agrees to hold and save Owner harmless from and against any claim, demand, action or cause of action which may be asserted by any person arising out of injury or death suffered by Contractor, any of Contractor's employees, officers, agents, business invitees, and subcontractors and their employees, officers, agents, business invitees including but not limited to third party actions for injury or death, and for attorney's fees and cost of defense incurred by Owner.

XI. DISPUTES, APPLICABLE LAW, ATTORNEY FEES:

The Contract shall be governed by and construed in accordance with the laws of the State of New York. In the event of a dispute, the parties herein agree to the jurisdiction of the Courts of Madison County, State of New York and waive any objection thereto.

If any party shall breach this contract, the non-breaching party shall be entitled to attorney's fees in addition to any other damages, whether or not the matter goes to trial.

XII. DISCLOSURE:

The Town of DeRuyter reserves the right to reject any or all bids.