

## Bid Notice

*Sealed bids* will be received by the City Manager of the City of Seaford, 414 High Street, Seaford, DE 19973, until 2:00 p.m., prevailing time on Wednesday October 19, 2022, for the “Compost Building Roof Replacement.” All bids will be opened in the City Council Chambers and read aloud at this time. The City Manager and staff will then evaluate them for compliance.

The bids may be presented to the Mayor and Council at their regular meeting on Tuesday, October 25, 2022, at 7:00 p.m., in Council Chambers, 414 High Street. They may be awarded at this time. The Mayor and Council reserve the right to reject any and all bids.

Bids must be submitted in a sealed envelope, addressed ATTN: Charles Anderson, City Manager, City of Seaford, P.O. Box 1100, Seaford, DE 19973. The outside of the envelope must be marked “Attn: City Manager, Compost Building Roof Replacement” and the bidder’s name shall be shown thereon. All proposals must be made on the bid form provided in the specifications. All proposals must conform to the bid documents. Any exceptions must be specifically listed by the bidder and will be evaluated for suitability and acceptance is at the sole discretion of the owner.

Complete specifications and contract documents will be available at the City of Seaford, 414 High Street, Seaford, Delaware 19973. Copies may be obtained by calling Ashley Heinicke, City Clerk at (302) 629-9173.

No bids may be withdrawn after the scheduled time from the receipt of bids for a period of thirty days. The City of Seaford reserves the right to reject any and all bids and to waive any or all informalities in any bid or bids.

**City of Seaford**  
Charles Anderson  
City Manager

## INFORMATION FOR BIDDERS

**BIDS** will be received by the City of Seaford (herein called the "Owner") at the office of the **City Manager, City Hall, 414 High Street, Seaford, Delaware until 2:00 p.m., prevailing time, on Wednesday, October 19, 2022**, and then at said location publicly opened and read aloud.

**BIDDERS** are advised that the bid is for the removal of the existing translucent roof panels and new corrugated metal roofing to be installed as described in this specification.

Each BID must be submitted in a **sealed envelope**, addressed to the City Manager, City of Seaford, City Hall, 414 High Street, P.O. Box 1100, Seaford, DE 19973. Each sealed envelope containing a bid must be **plainly marked on the outside as "Attn: City Manager – Compost Building Roof Replacement" and the envelope should bear on the outside the name of the BIDDER and their address.** If forwarded by mail, the sealed envelope containing the BID must be enclosed in another envelope addressed to the OWNER. Any BID received after the time and date specified shall not be considered.

All BIDS must be made on the required BID proposal form. All blank spaces for BID prices must be filled in, in ink, or type written, and the BID form must be fully completed and executed when submitted. One copy of the BID form is required. BIDS and/or alternate bids submitted by FAX will not be accepted.

The OWNER may waive any informalities or minor defects or reject any and all BIDS. Any BID may be withdrawn prior to the above scheduled time for the opening of the BIDS or authorized postponement thereof. No BIDDER may withdraw a BID within thirty (30) days after the actual date of the opening thereof.

BIDDERS must satisfy themselves of the accuracy of the required work in the BID documents by a review of the CONTRACT DOCUMENTS. After BIDS have been submitted, the BIDDER shall not assert that there was a misunderstanding concerning the specifics outlined in the CONTRACT DOCUMENTS.

Information obtained from an officer, agent or employee of the OWNER or any other person shall not affect the risks or obligations assumed by the CONTRACTOR or relieve them from fulfilling any of the conditions of the contract.

The OWNER may make such investigation as they deem necessary to determine the ability of the BIDDER to provide the necessary materials and/or labor and equipment to carry out the work and the BIDDER shall furnish to the OWNER all such information for this purpose as the OWNER may request. The OWNER reserves the right to reject any BID if the evidence submitted by, or investigations of, such BIDDER fails to satisfy the OWNER that such BIDDER is properly qualified to carry out the obligations of the Agreement. A conditional or qualified BID will not be accepted.

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Information for Bidders

Award may be made to the lowest, responsible BIDDER. The Mayor and Council reserve the right to reject any and all bids. **The bids may be presented to the Mayor and Council at their Regular Meeting on Tuesday October 25, 2022, at 7:00 p.m., in Council Chambers, 414 High Street, Seaford, DE.**

Each BIDDER is responsible for reading and being thoroughly familiar with the CONTRACT DOCUMENTS. The failure of the BIDDER to do any of the foregoing shall in no way relieve any BIDDER from any obligation respective to their BID.

# City of Seaford

## Compost Building Roof Replacement

### Detailed Specifications

#### **APPLICATIONS**

The City of Seaford owns and operates a dewatering facility located at 403 Nanticoke Avenue, Seaford, DE 19973 where this Compost Building is located. The successful bidder will need to work with the city during installation as the site will remain in operation during the roof replacement. Currently, the roof contains approximately 7,000 square feet of corrugated translucent panels that are damaged and need to be replaced. This bid is for the removal and disposal of these existing panels and for new 26-gauge screw down corrugated metal panels to be installed. The translucent gable ends will remain and some new gable end flashing will be required. The ridge cap is non-vented. All clean-up and disposal of the existing translucent panels will be the responsibility of the contractor doing the work.

#### **SPECIFICATIONS**

The contractor shall provide all necessary labor, materials, equipment necessary to complete the project. The intent of this bid is to provide all necessary materials and labor for a complete project.

Additional work must be authorized by the owner (in writing) and will be paid at an agreed upon price.

An award will be considered to the qualified contractor who presents the proposal with the lowest cost that fully meets the specifications. Experience will also be a factor in considering the award of the contract.

The successful bidder shall notify the City a minimum of 48 hours in advance of any work being performed.

The successful bidder must also provide an insurance certificate prior to the commencement of work. Comprehensive Liability, Bodily Injury and Property Damage, and

Workmen's Compensation will be required in the amounts listed herein. The contractor shall secure and maintain at his own expense, during the contract term a commercial general liability insurance which insures against claims for bodily injury, property damage, personal injury and advertising injury arising out of or in connection with, any operations or work under this contract whether such operations are by the contractor, its employees, or subcontractors or their employees. The policy shall provide minimum limits of liability as follows:

## **DETAILED SPECIFICATIONS**

- \$1,000,000.00 combined single limit – each occurrence
- \$2,000,000.00 combined single limit – general aggregate
- \$2,000,000.00 combined single limit – products/completed operations aggregate
- \$1,000,000.00 Business auto liability – combined single limit
- \$500,000.00 Workers compensation – each accident, each employee
- \$3,000,000.00 Umbrella excess liability insurance

All insurance shall name the owner; it's appointed and elected officials, officers, servants, agents and employees as insured. The commercial general liability policy shall afford coverage for the explosion, collapse and underground hazards, contractual liability and liability arising from independent contractors. Products and completed operations aggregate insurance shall be maintained for two years after completion of the project.

The contractor shall submit proposed insurance instruments to the City Manager prior to notice to proceed issued.

### **Metal Roof Panels**

- The proposed metal roof panels shall be made of 26-gauge corrugated metal.
- The proposed metal roof panels shall be one piece in length to cover the entire approximate twenty-four (24) foot length of the application.
- The proposed metal roof panels shall be installed and fastened in accordance with the manufactures recommendations to meet or exceed all required wind, snow and other load requirements of the International Building Code (IBC) latest edition.
- The proposed metal roof panels shall be painted Galvalume material.
- The proposed metal roof panels shall be pearl gray in color.
- The proposed metal roof panels shall have a profile design featuring five 3/4" high ribs, spaced 9" on center.
- The proposed metal roof panels shall be secured using color matched screws with neoprene washers.
- The proposed metal roof panels shall be provided with all necessary flashing, seals, and other appurtenances to make a complete system as recommended by the manufacture.

**City of Seaford  
Compost Building Roof Replacement  
Bid Submittal Form**

Price : \$ \_\_\_\_\_

Bid Preparers Name \_\_\_\_\_  
(Typed or Printed)

Bidder's Signature \_\_\_\_\_

Date \_\_\_\_\_

Email Address \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_