

## INVITATION TO BID

Georgia, Floyd County

TO WHOM IT MAY CONCERN:

The Floyd County Board of Commissioners will receive sealed bids for the purchase of:

### **Roof Replacement Forum Civic Center Bid# 15-1001**

Said bids will be received until 2pm 1 October, 2015 in the office of the Purchasing Director, located in Suite 106 of the Floyd County Administration Building, #12 East Fourth Ave, Rome, Georgia 30161. Sealed bids will be opened and read in public at the above address, time and date.

Bid Documents can be obtained electronically:

Georgia Procurement Registry Web Site.  
[https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp)

Rome Floyd County Web Site  
<http://www.romefloyd.com/rfps>

A mandatory site visit is scheduled for 10AM on 9 September 2015 at the Forum Civic Center located at 2 Government Plaza, Rome Ga. 30161

A Bid Bond of 5% of the base bid must be submitted with the bid and a Payment Performance Bond of 100% will be required upon award of the successful contractor.

Questions related to this Invitation to Bid shall be in writing to Everett Gray, Purchasing Agent - [graye@floydcountyga.org](mailto:graye@floydcountyga.org) or fax 706-290-6099. Questions received prior to 9 September will be addressed during site visit. Questions submitted between 10 to 18 September will be answered in writing in the form of an addendum. Questions after 5PM 18 September may or may not be answered.

Specifications, further instructions and agreements can be obtained from the Office of the Purchasing Director (706) 291-5118 or [Graye@floydcountyga.org](mailto:Graye@floydcountyga.org). Payment of said award, if approved, will be made by the Floyd County Board of Commissioners.

The County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests. Floyd County is an equal opportunity employer M/F/H.

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Everett E Gray, Purchasing Agent  
Legal ad to run on 20 & 27 Aug, & 3 Sep

FLOYD COUNTY BOARD OF COMMISSIONERS  
PURCHASING DEPARTMENT  
#12 East 4<sup>th</sup> Ave. Ste. 106  
ROME, GA 30161

(706) 291-5118

FAX (706) 290-6099

INVITATION TO BID

**Date Issued: 20 August 2015**

Sealed bids from contractors will be received by the Purchasing Department of FLOYD COUNTY GEORGIA, at #12 East Fourth Ave, Suite 106 Rome, Georgia 30161, until **2PM** legally prevailing time on **1 October 2015**, for the purchase of:

**Roof Replacement Forum Civic Center  
Bid# 15-1001**

After the time and in the Purchasing Department Conference Room Suite 106, the bids will be publicly opened and read. No extension of the bidding period will be made.

Bid submissions **must contain** a completed Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1) located within these documents. If this is missing the BID WILL NOT BE READ IN PUBLIC.

A **mandatory site visit** is scheduled for **10AM on 9 September** at the Forum Civic Center located at 2 Government Plaza, Rome Ga. 30161

Additional copies of bidding documents may be obtained at [www.romefloyd.com](http://www.romefloyd.com) , Email [graye@floydcountyga.org](mailto:graye@floydcountyga.org) or at the Floyd County Administrative Building, Purchasing Department, 12 East Fourth Ave, Suite 106 Rome, Georgia 30161. Requests for documents should be filed promptly with the Purchasing Department.

Contract, if awarded, will be on a lump sum basis **or** individual item basis, whichever is in the best interest of the County. No bid may be withdrawn for a period of 60 days after time has been called on the date of opening.

The County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests

**FULL BID PACKAGE MUST BE RETURNED IN SEALED ENVELOPE  
CLEARLY MARKED**

**Bidders Name  
Sealed Bid  
Roof Replacement Forum Civic Center  
Bid# 15-1001  
2PM 1 October 2015**

NANCY LAM, CPPB, CPPO  
PURCHASING DIRECTOR

**FLOYD COUNTY GEORGIA  
GENERAL TERMS AND CONDITIONS  
INVITATION TO BID**

**1. CHANGES:** No change will be made to this invitation except by written modification by the County Purchasing Office. **Requests for interpretation or changes must be in writing,** [graye@floydcountyga.org](mailto:graye@floydcountyga.org) or directed to the Floyd County Purchasing Department and received prior to 5PM 18 September 2015. Phone (706) 291-5118 Fax (706) 290-6099.

**2. FOB POINT:** Bid Price to include shipping, packing, crating, and unloading at address in BID INSTRUCTIONS. Title to remain with vendor until fully accepted by the County. Goods damaged or not meeting specifications will be rejected and removed at vendor's expense. Concealed damaged goods to remain the property of vendor until replaced or removed at County's direction.

**3. RISK OF LOSS:** Vendor agrees to bear all risk of loss, injury, and destruction of goods and materials ordered herein which occur prior to delivery to include concealed damage; and such loss, injury, or destruction shall not release vendor from any obligation.

**4. BID ACCEPTANCE TIME:** Bids requiring acceptance by the County in less than Sixty (60) calendar days could be rejected, unless so stated on **BIDDER'S RESPONSE PAGE** and accepted by the County.

**5. BID IDENTIFICATION:** All bids submitted as a result of this invitation must be returned in a sealed envelope with the following information in the lower left-hand corner of the envelope: **BID NAME, BID# & OPENING DATE.**

**6. WITHDRAWAL OF BIDS:** Bids may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened. No bid may be withdrawn for a period of Sixty (60) days after time has been called on the date of opening.

**7. BONDS REQUIRED:**

A. Bid Bond: 5% of base bid and a Payment and Performance Bonds: 100% of the amount of the bid upon award

**8. SITE INSPECTIONS:** (If Applicable) Bidders should inspect the sites to ascertain the nature and location of work and the general conditions which could affect the work of the cost thereof. The County will assume no responsibility for representations or understandings concerning conditions made by its officers or employees unless included in this Invitation for Bid. While site inspections are not a mandatory requirement to submit a proposal, vendors are urged to schedule inspections to ascertain all the requirements of this invitation.

**9. AWARD OF CONTRACT:** Award will be made to that responsible bidder whose bid, conforming to the Invitation for Bid, will be most advantageous to the County; Price and other factors considered. The County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests. A written award, mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party. Contract (s), if awarded, will be on a lump sum basis **or** individual item basis, whichever is found to be in the best interest of FLOYD COUNTY.

**9.1:** The vendor, in accepting this contract, attests that he is in compliance with the Nondiscrimination Clause contained in Section 202 of Executive Order 11246, as amended, relative to equal employment opportunity for all persons without regard to race, color, religion, sex, or national origin, and the implementing rules and prescribed by the Secretary of Labor, which is incorporated herein by reference.

**10. EXCEPTIONS TO SPECIFICATIONS:** Any award resulting from this invitation shall bind the bidder to all Terms, Conditions, and Specifications set forth in this invitation. Bidders whose bids do not conform should so note on separate page if necessary and/or on the **BID SCHEDULE**. While the County reserves the right to make an award to a nonconforming bidder, when in the best interest of the County, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by bidder unless it is properly set out as provided above. No exception will be deemed to have been taken by the County unless incorporated in an award resulting from this invitation and so stated.

**11. BID RESULTS:** Interested parties may review and/or print **BID TABULATION** by visiting [www.romefloyd.com](http://www.romefloyd.com) **24 hours after bid opening** or contact the Floyd County Purchasing Office should the tabulation not be available on the website.

**12. PAYMENT:** Payments will be made upon all items completed each month or completion of all work and acceptance by county on invoices submitted and approved by the proper county representative within (30) thirty days receipt of invoice unless paragraph 14 applies. Invoices are to be submitted to: Floyd County Purchasing, 12 East Fourth Ave., Rome, Ga. 30161

**12.1** Itemize all invoices in full. Mail the original invoice to the address above. A shipping or receiving ticket will be signed and a copy left with each delivery. Each invoice including receiving/shipping ticket is to include the following minimum information:

- |                               |   |
|-------------------------------|---|
| 1. Date invoice is submitted; | 5. County department;                                   |
| 2. Purchase order number;     | 6. Item(s) or service                                   |
| 3. Payment terms;             | 7. Quantity of each item or service                     |
| 4. Date of transaction;       | 8. Bid price of each item or service with any discounts |

**Invoices received with any of the required information listed above missing may not be considered as a "correct invoice". All invoices submitted will be closely monitored for accuracy. Any invoice found to be incorrect will be returned to vendor for correction.**

**12.2** Vendor must furnish delivery receipt with invoice identifying that this order has been delivered in accordance with Specifications, Quantities, and Price as set forth on the purchase order. A Floyd County employee's signature must appear on the delivery receipt or invoice.

**12.3** Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use Tax. . A certificate will be furnished if requested. FLOYD COUNTY is exempt from taxes but the successful bidder shall pay all taxes required of him by law and FLOYD COUNTY can not exempt others from tax.

**12.4** Payment terms and provisions herein or otherwise found within the contract documents supersede all provisions of the Georgia Prompt Pay Act (House Bill 837; 13 O.C.G.A. Chapter 11 **ET. SEQ.**).

**12.5** Progress payments if approved maybe subject to a 10% retainage.

**13. INQUIRIES REGARDING PAYMENT:** All inquiries regarding payment of invoices are to be directed to Accounts Payable (706) 291-5113 or Floyd County Finance Department, Attn: Accounts Payable, 12 East 4<sup>th</sup> Ave., Suite 205 Rome, Georgia 30161

**14. DISCOUNTS:** Prompt payment discounts offered for a period of less than Fifteen (15) Days will not be considered in determining the low bidder on this invitation. However, such discounts, when offered, will be taken provided payment is made within the time specified. Time, in connection with discounts for prompt payments, will be computed from the date of acceptance of work for which payment is claimed, or the date the correct invoice is received by the County, whichever is later.

**15. EXECUTION OF CONTRACT:** Subsequent to the award, the successful bidder will be presented with a contract which may be in the form of a purchase order. Contract is to be executed within Ten (10) calendar days of "**NOTICE OF AWARD**" together with the required payment and performance bonds prescribed in Paragraph 7B. If the contract document is mailed, the date of presentation shall be deemed to be the postmark date. The successful bidder's proposal and this Invitation for Bid shall be incorporated into the contract, except to the extent that this invitation conflicts with the contract, in which case the provisions of the contract shall take precedent.

**16. CERTIFICATE OF INSURANCE:** Successful bidder will be required to furnish a Certificate of Liability insurance in an amount not less than Five Hundred Thousand Dollars (\$500,000.00) per occurrence to protect the County throughout the life of the contract against "**ALL RISKS**". Coverage to include but not limited to General Liability: Comprehensive Form, Premises/Operations, Products/Completed Operations, Broad Form Property Damage, Personal Injury, and Automobile/Vehicle Liability. Worker's compensation and Employer's Liability are to be statutory amounts. On all contracts for vehicle repair of any kind, the successful bidder shall provide at least Five Hundred Thousand Dollars (\$500,000.00) of Garage Liability insurance in addition to the insurance stated above. The Certificate must be furnished within Ten (10) calendar days of a "**NOTICE OF AWARD**" being issued.

**17. INCLUSION:** All items and/or services standard, expected, necessary, and/or routine to such a project as this and not actually stated in this Invitation for Bid will be the responsibility of the successful bidder to provide at no other cost to the County unless so stated on the successful bidder's proposal as additional cost items and accepted by the County at the time of the award and/or contract.

**18. REGULATORY AGENCIES:** Successful bidder will be responsible for all required permits or license required by regulatory agency of the City, County, State, or Federal Governments. Further, successful bidder will be responsible for meeting all requirements of any regulation (s) or guideline (s) of any of the said Governments or any independent agency recognized by said Governments as publisher of any such regulation (s) or guideline (s).

**19. INDEPENDENT CONTRACTORS:** The bidder represents to FLOYD COUNTY that he is fully experienced and properly qualified to perform the functions provided herein and that he is properly equipped, organized, and financed to perform such functions. The bidder shall finance his own operations hereunder, shall operate as an independent contractor and not as an agent of FLOYD COUNTY and nothing contained in this Invitation for Bid or a contract resulting from same shall be construed to constitute the bidder or any of his employees, servants, agents, or subcontractors as a partner, employee, servant, or agent of the County nor shall either party have any authority to bind the other in any respect; it being intended that each shall remain an independent contractor.

**20. ASSIGNMENT OF CONTRACTUAL RIGHTS:** It is agreed that the successful bidder will not assign, transfer, convey, or otherwise dispose of a contract that results from this invitation or his right, title, or interest in or to the same, or any part thereof, without written consent of the County.

**21. STARTING TIME:** Work will commence within stated calendar days after being issued a "NOTICE TO PROCEED" on the project and commence in a routine, orderly manner until completion and acceptance by the County.

**22. INDEMNITY:** Successful bidder agrees, if entering into a contract as a result of this invitation, to defend, indemnify, and hold harmless FLOYD COUNTY from any and all courses of action or claims of damages arising out of or related to bidder's performance or actions or those of his employees or agents, under said contract.

**23. TERMINATION:** Pursuant to O.C.G.A. 36-60-13, if applicable, any contract resulting from this Invitation for Bid, if not sooner terminated pursuant to the provisions of termination contained herein, is terminable by the Board of Commissioners of FLOYD COUNTY, Georgia on December 31 of each calendar year during the term of said contract, except that said contract shall be renewed automatically on such date, and without any lapse, unless positive action is taken to terminate said contract by the Board in a public meeting and such action entered in the Official Minutes of the FLOYD COUNTY Commission.

**24. APPROPRIATION OF FUNDS:** Initial contract and any continuation contract (s) will terminate immediately and absolutely at any such time as there are no appropriated and otherwise unobligated funds available to satisfy the County's obligations under said contract (s).

**25. CANCELLATION FOR CAUSE:** Should either party fail to comply with the Terms and Conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non compliance to the Terms and Conditions of this contract. The other party shall have Fifteen (15) calendar days to correct the matter. If corrected to the satisfaction of both parties within the Fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of Thirty (30) calendar days following the date of the initial letter of complaint.

**26. LIQUIDATED DAMAGES:** See Contract Terms and Conditions.

**27. ANTI-DISCRIMINATION CLAUSE:** "FLOYD COUNTY does not discriminate against any person because of race, color, religion, national origin, or handicap in employment or service provided."

**28. COMMODITY STATUS:** It is understood and agreed that materials delivered shall be new, of latest design, and in first quality condition, that all bags, containers, etc., shall be new and suitable for storage; unless otherwise stated by FLOYD COUNTY.

**29: CONTRACT ITEMS:** Items or services not listed in this contract are to be purchased according to purchasing rules and regulations of the county.

- County departments are not authorized to order any item or service not listed without satisfying said rules and regulations and having a separate purchase order issued to cover such a purchase.
- Vendors receiving contracts as a result of this invitation will be expected to consider this when accepting orders.
- \* Payment will not be made for any item not covered by this contract unless stated Purchasing Rules and Regulations have been met.

**30: CHANGES TO CONTRACT:** No change will be made to this contract except by written modification by the Contracts Administrator whose name appears on the cover page. Additional items of same brand and similar product required during the course of the contract, will be provided at like discounts to similar items on contract.

**31: Bid Submissions:** Complete and return all forms attached with Bid Documents IAW the bid instructions.

# BIDDERS DECLARATION

The bidder understands, agrees and warrants:

That the bidder has carefully read and fully understands the full scope of the specifications.

That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to 2PM 1 Oct 2015 but may not be withdrawn after such date and time.

That Floyd County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests

That by submission of this quote the bidder acknowledges that Floyd County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

That the accompanying bid is not the result of or affected by, any act of collusion with another person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Georgia or United States law.

## BIDDER:

Company Name: \_\_\_\_\_

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

Name Print: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

FLOYD COUNTY BOARD OF COMMISSIONERS  
PURCHASING DEPARTMENT  
P. O. BOX 946  
ROME, GA 30162

(706) 291-5118

FAX (706) 290-6099

**BIDDERS INFORMATION**

Date of Bid: \_\_\_\_\_

Bid Name: \_\_\_\_\_

The undersigned agrees, if this bid is accepted within Sixty (60) calendar days after date of opening, to furnish all supplies and/or services in strict accordance with provisions of this Invitation for Bid at the price in the **BID SCHEDULE**.

Time Discounts: Discounts allowed for prompt payment as follows: Discounts of less than Fifteen (15) days will not be used in determining the award of a bid but may be used when paying invoices.

\_\_\_\_\_ % Discount \_\_\_\_\_ Calendar Days net \_\_\_\_\_ (discounts will apply if Procurement Card is accepted).

**Procurement Card: Will you accept the VISA Procurement Card for this order? \_\_\_\_\_**

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and Civil Damage Awards. I agree to abide by all Conditions of this bid and certify that I am authorized to sign this bid for the bidder.

This \_\_\_\_\_ Day of \_\_\_\_\_, 201\_\_

Prices to remain firm for Sixty (60) calendar days or \_\_\_\_\_ calendar days after date of opening. Vendor MUST initial here: \_\_\_\_\_.

Bidder Information  
(Type or Print)

Name and Mailing Address  
of where to send payments

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State Zip Code

\_\_\_\_\_  
City, State Zip Code

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number

(\_\_\_\_\_) \_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Federal ID #

Email \_\_\_\_\_

Name and Title of Person  
authorized to Sign

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting, or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder's non-compliance with this non-discrimination clause, the contract may be canceled or terminated by Floyd County Board of Commissioners. The bidder may be declared, by Floyd County, ineligible for further contracts with Floyd County until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

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BIDDER

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SIGNATURE

---

TITLE



## CERTIFICATE OF NON-COLLUSION

By responding to this solicitation, the supplier understands and agrees to the following:

1. That the submitted response constitutes an offer, which when accepted in writing by Floyd County, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and Floyd County; and
2. That the supplier has read the specifications and requirements shown or referenced in the solicitation and that the supplier's response is made in accordance with the provisions of such specifications and requirements except as expressly stated otherwise in the supplier's response; and
3. That the supplier guarantees and certifies that all items included in the supplier's response meet or exceed any and all such stated specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and
4. That, if awarded a contract, the supplier will deliver goods and/or services that meet or exceed the specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and
5. That the response submitted by the supplier shall be valid and held open for a period of one hundred and twenty (120) days (or such other time period as identified in the solicitation) from the final solicitation closing date and that the response may be held open for an additional period of time subject to the supplier's consent; and
6. That the supplier's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The supplier understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
7. That the provisions of the Official Code of Georgia Annotated, Sections 36-91 have not been violated and will not be violated in any respect.

**DO NOT MODIFY THE BID/PROPOSAL CERTIFICATION TERMS IN ANY WAY. THIS FORM MUST BE COMPLETED, SIGNED AND SUBMITTED WITH YOUR RESPONSE.**

<b>Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)</b>	
<b>Authorized Signature:</b>	
<b>Printed Name and Title of Person Signing:</b>	
<b>Date:</b>	
<b>Company Address:</b>	
<b>FAX Number:</b>	
<b>Email Address:</b>	
<b>*This table must be completed in its entirety by the supplier.</b>	

**ATTACHMENT**

**FLOYD COUNTY BOARD OF COMMISSIONERS  
DRUG-FREE WORKPLACE CERTIFICATE**

By signature on this certificate, the Vendor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the “Drug-Free Workplace Act” have been complied with in full. The Vendor further certifies that:

1. A drug-free workplace will be provided for the Vendor’s employees during the performance of the contract; and
2. Each Vendor who hires a subVendor to work in a drug-free workplace shall secure from that subVendor the following written certification: “As part of the subcontracting agreement with (Vendor’s name), (subVendor’s name) certifies to the Vendor that a drug-free workplace will be provided for the subVendor’s employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7).”

By signature on this certificate, the Vendor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Vendor: \_\_\_\_\_

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

Name Printed: \_\_\_\_\_

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

Date: \_\_\_\_\_

**Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Floyd County Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Address of Contractor

**Roof Replacement Forum Civic Center Bid# 15-1001**  
Name of Project

\_\_\_\_\_  
FLOYD COUNTY GEORGIA  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.  
Executed on \_\_\_\_\_, \_\_\_\_ in 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

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

My Commission Expires:  
\_\_\_\_\_

(Notary Seal or Stamp Required)

STATE OF GEORGIA,  
COUNTY OF \_\_\_\_\_:

NOTICE OF COMMENCEMENT

TO: CLERK OF SUPERIOR COURT OF \_\_\_\_\_ COUNTY, GEORGIA

Pursuant to O.C.G.A. § 13-10-62(a), not later than fifteen (15) days after physically commencing work on the property, the undersigned gives Notice of Commencement of improvements to property including the following information:

1. The name, address and telephone number of the contractor;

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. The name and location of the public work being constructed or a general description of the improvement;

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. The name and address of the state or the agency or the authority of the state that is contracting for the public works construction;

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. The name and address of the surety for the performance and payment bonds, if any; and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. The name and address of the holder of the security deposit provided, if any.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor: \_\_\_\_\_

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

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

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

THIS DOCUMENT MUST BE FILED WITH THE CLERK OF THE SUPERIOR COURT FOR THE COUNTY IN WHICH THE PROJECT IS LOCATED AND A COPY OF THIS DOCUMENT MUST BE POSTED AT THE PROJECT SITE NOT LATER THAN FIFTEEN (15) DAYS AFTER THE CONTRACTOR PHYSICALLY COMMENCES WORK ON THE PROPERTY.

WITHIN TEN (10) CALENDAR DAYS OF THE RECEIPT OF A WRITTEN REQUEST, GIVE A COPY OF THIS NOTICE OF COMMENCEMENT TO ANY SUBCONTRACTOR, MATERIALMAN OR PERSON MAKING THE REQUEST.

FLOYD COUNTY GEORGIA  
Roof Replacement Forum Civic Center  
BID 15-1001

**BID ACKNOWLEDGEMENT PAGE**

I have read and understand the Scope of Work, Specifications and Terms and Conditions, including all documents associated with the requirements of this bid to include the warranty requirements as set forth below and in the specifications:

**WARRANTY:**

**Contractor's Warranty:** The contractor shall warrant the roof application with respect to workmanship and proper application for two (2) years from the effective date of the warranty issued by the manufacturer.

**Manufacturer's Warranty:** Must provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices throughout the life of the warranty. In addition the warranty must meet the following criteria:

**Warranty Period:** 20 years from date issued by the manufacturer: First 15 years: Must provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices. No exclusions for incidental or consequential damages.

Last 5 years: Excludes incidental and consequential damages.

No exclusion for damage caused by ponding water.

No exclusion for damage caused by biological growth.

Issued direct from and serviced by the roof membrane manufacturer.

Transferable for the full term of the warranty.

Full System Warranty required from 1 Manufactures source.

**COMPANY NAME** \_\_\_\_\_

**NAME** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

FLOYD COUNTY GEORGIA

Roof Replacement Forum Civic Center  
Bid# 15-1001

BID INSTRUCTIONS / SUBMISSION REQUIREMENTS

Bidders are to submit **1 Original and 1 Copy** of each form (Marked accordingly)

**FORMS**

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- BIDDERS DECLARATION FORM
- BIDDERS INFORMATION FORM
- CERTIFICATE OF NON-DISCRIMINATION
- CERTIFICATE OF NON-COLLUSION
- DRUG-FREE WORKPLACE CERTIFICATE
- CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-10-91(B)(1) (AKA E-VERIFY)
- BID BOND: 5% OF BASE BID
- 3 REFERENCES OF SIMILAR SIZE AND SCOPE
- CURRENT W-9 FORM (COMPLETED TAX PAYER IDENTIFICATION & CERTIFICATION)
- BID PAGE
- BID ACKNOWLEDGEMENT PAGE
- 20 YEAR WARRANTY INFORMATION "SAMPLE"
- ADDENDUM ACKNOWLEDGEMENTS (IF ANY)

**OTHER DOCUMENTS REQUIRED ONLY BY THE AWARDED CONTRACTOR**

INSURANCE: The Certificate must be furnished within Ten (10) calendar days of a "NOTICE OF AWARD" being issued. Filed with the Clerk, Floyd County Board of Commissioner's

Notice of Commencement filed with the Floyd County Clerk of Superior Court

Contract: Will be provided by Floyd County Board of Commissioners

# FLOYD COUNTY GEORGIA

Bid 15-1001 Roof Replacement Forum Civic Center

## Special Terms and Conditions

1. **Roofing:** This bid specifies a White Durolast 50 Mil PVC Thermoplastic Membrane. Contractor may bid an alternate brand comparable in quality, design and durability. Alternate brand bids must be accompanied by the manufactures specifications.
2. **A standard contract** (AIA or Similar) will be signed by Floyd County Board of Commissioners and the awarded Contractor. At this time a payment a performance bond equal to 100% of the base bid naming Floyd County Georgia will be presented prior to the issuance of a notice to proceed.
2. **Site Visit:** Contractor/Contractor Representative must attend a Mandatory Site Visit/Pre-Bid Meeting 10AM on 9 September at the Forum Civic Center.
3. **References:** Contractor will provide in the bid submission a minimum 3 references of similar size and scope. Include the following information for each reference:  
**Company Name, Contact, Phone Number, Location and Cost**
4. **Acceptance:** A joint final acceptance inspection will be performed by the contractor and the Floyd County Facilities Manager Ryan Davis.
5. **Payment:** Invoices for payment will be submitted to the County Purchasing Office.
6. **Forum Events:** At no time will the roof installation interfere with the forum events.
7. **Work Stoppage:** The Forum Manager, Brent Poplin has the right to direct the contractor to stop work. Every effort will be made to coordinate the work schedule to prevent any stoppages.
8. **Resolutions:** Should the contractor have an issue with the work schedule or any other restriction then this will be addressed to the Floyd County Facilities Manager, Ryan Davis for resolution.
9. **Advisory:** Floyd County uses Inmates to perform work in and around county buildings. Should inmates be present in the area the contractor and employees will not address or interact with inmates. The inmates are supervised by an officer and all communication should be with the officer.
10. **Questions:** Questions related to this Invitation to Bid shall be in writing to Everett Gray, Purchasing Agent - [graye@floydcountyga.org](mailto:graye@floydcountyga.org) or fax 706-290-6099. Questions received prior to 9 September will be addressed during site visit. Questions submitted between 10 to 18 September will be answered in writing in the form of an addendum. Questions after 18 September may or may not be answered.

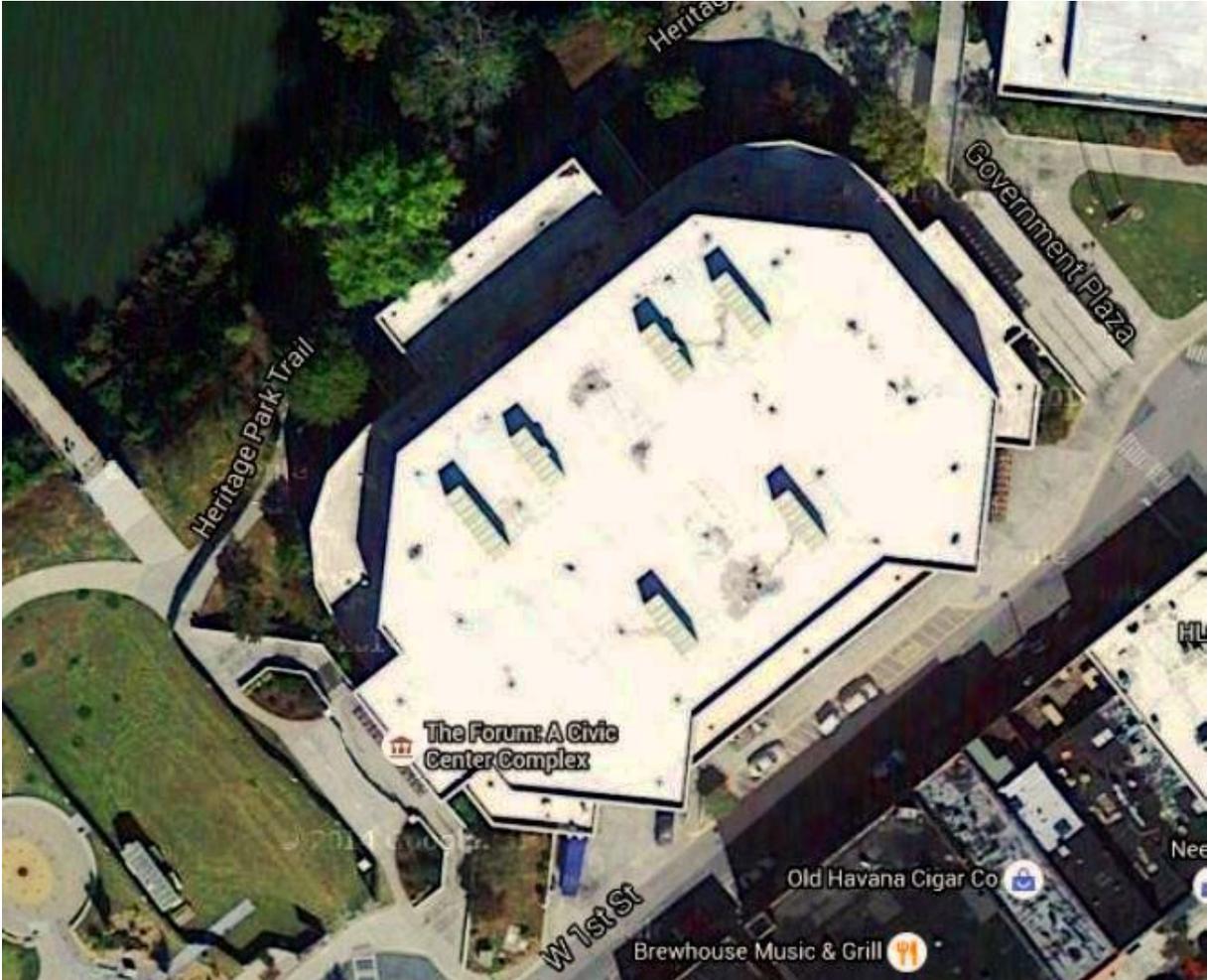
# FLOYD COUNTY GEORGIA

Bid 15-1001 Roof Replacement Forum Civic Center

## SCOPE OF WORK

### GENERAL:

Forum Civic Center roof consists of 4 roofs. Membrane roof system for the upper deck (roof 1) is fully adhered to light weight concrete. Lower roofs 2, 3 and 4 are mechanically attached. Roofs had known damage from hail since July 2012. Approximate ceiling square footage of all roofs: 49,573 SqFt. Contractor is responsible for all roof measurements.



**Forum Civic Center**

**2 Government Plaza, Rome Ga. 30161**

**Forum Manager, Brent Poplin, 706 252-1847**

**Hours of operation 7 Days a week**

# FLOYD COUNTY GEORGIA

Bid 15-1001 Roof Replacement Forum Civic Center

## Scope of Work

### CONTRACTOR WILL:

- Have a minimum of 5 years' experience with extensive knowledge in the application and installation of commercial membrane roofing systems
- Perform a turn-key membrane roof installation for each roof deck designated as 1,2,3 and 4 in the drawing
- Provide all Labor, Materials and Equipment
- Perform measurements for each roof deck.
- Remove and dispose of existing roofing membrane from all roof decks and walls.
- Comply with the specification in this bid document and fully adhere a 50-mil Duro-Last roofing system with a 2 part low rise adhesive to the existing lightweight deck or using brand comparable in quality, design and durability.
- Heat weld all seams
- Flash all penetrations
- Install a 24 gauge metal drip edge around entire perimeter from same manufacturer as the membrane.
- Install membrane along all parapet walls
- Clean up and haul off all debris at contractors expense
- Provide all permits required at contractors expense
- Provide dumpsters at contractors expense
- All workers will be required to follow all OSHA Safety regulations and may be required to show a OSHA 10 certification.
- Provide manufacturers NDL warranty of 20-years on material and labor
- All work to be done in a prompt and timely manner.

# FLOYD COUNTY GEORGIA

Bid 15-1001 Roof Replacement Forum Civic Center

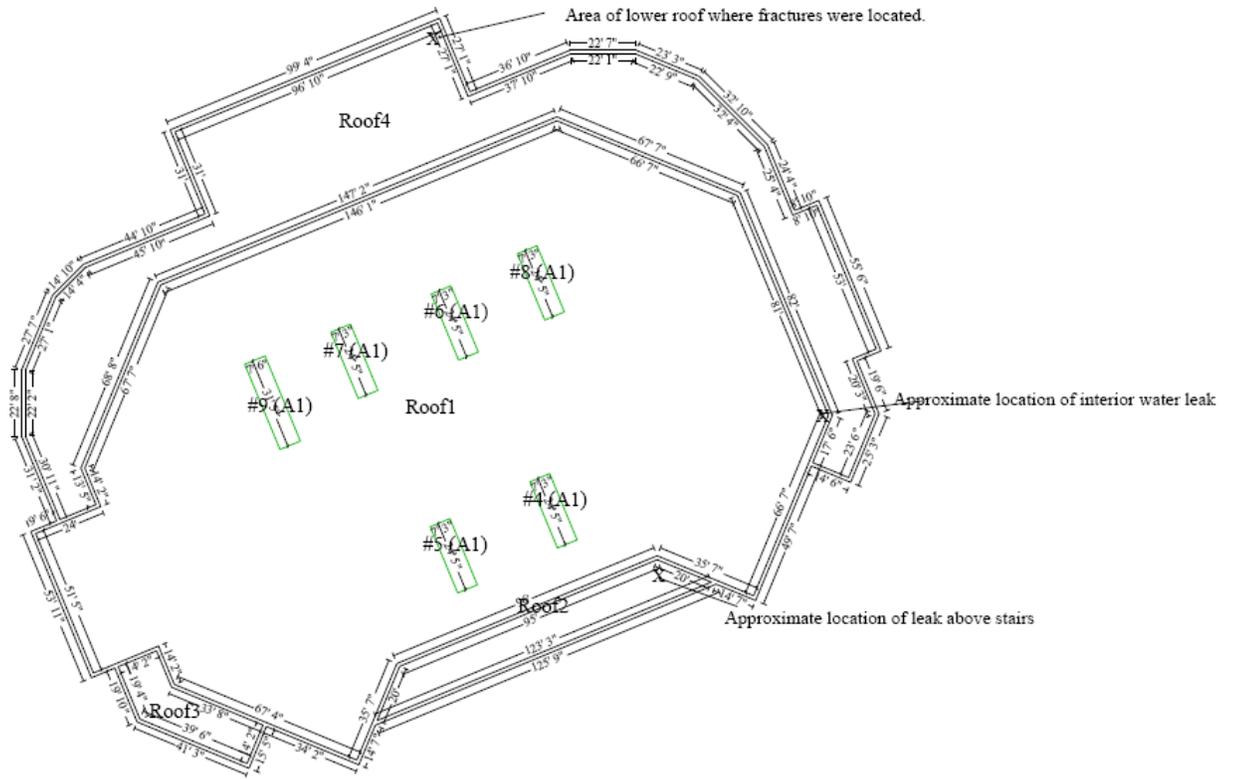
## Information and Conditions

**Roof Type:** Fleeced Backed Membrane on Light Weight Concrete

**Roof 1 (upper deck):** Based on a previous inspection appears to be fully adhered although a cutaway inspection near the hatch revealed a backer board between the membrane and concrete.

**Roofs 2, 3 and 4:** These 3 roofs are mechanically fastened

Based on a previous inspection, roofs had known damage based on the diagram below



## FLOYD COUNTY GEORGIA

Bid 15-1001 Roof Replacement Forum Civic Center

### Coordinating instructions:

Access to roof will be from outside of the building.

Equipment/material staging will be allowed in Forum loading area on Tribune St. and east side of the Forum but will not extend past the overhead walk or into Veterans Plaza. Personal vehicles will be will be parked in the 3<sup>rd</sup> Ave, parking deck on the west side of the Forum. Work vehicles used on the job site are considered equipment.

Dumpster(s) will be positioned in the loading area Tribune St.

Contractor will minimize as much as possible interference with the flow of traffic on Tribune Street and 4<sup>th</sup> Ave. or restriction to the walk path on the river side.

All areas will remain organized at all times.

Restrooms will be available in the Forum Civic Center or the Town Green Area

Contractor will avoid the Forum front entrance as much as possible.

Work schedules will be coordinated with the Forum Manager.

At no time will events at the forum be restricted or interrupted. Entrances will not be blocked.

If work is being performed during a Forum event and noise levels caused by the contractor interfere with the event then the work may be stopped until such time as the Forum Manager agrees to let the work continue.

# FLOYD COUNTY GEORGIA

Bid 15-1001 Roof Replacement Forum Civic Center

## Forum Schedule of Events Oct-Dec 2015

List of tentative events is provided and should be considered when creating a work schedule. This Event Schedule is subject to change without notice.

### **Wednesday, October 14, 2015**

12:00 PM 5:30 PM SE Wood Producers Assoc BERRY/SHORTER ROOM 40

### **Thursday, October 15, 2015**

6:30 PM 10:00 PM Friends for Life ARENA 400

12:00 PM 5:30 PM SE Wood Producers Assoc BERRY/SHORTER ROOM 40

11:00 AM 1:00 PM Forum Advisory Meeting FLOYD ROOM 20

8:00 AM 5:00 PM 2015 GeoCaching Registration FREEDOM HALL 500 219 FREEDOM HALL

### **Friday, October 16, 2015**

8:00 AM 2:00 PM Walk A Mile in Her Shoes ROTARY PLAZA 200

### **Saturday, October 17, 2015**

8:00 AM 5:00 PM 2015 Annual GeoCaching Convention ARENA 600 001A-ARENA

### **Sunday, October 18, 2015**

8:00 AM 5:00 PM 2015 Annual GeoCaching Convention ARENA 600 001A-ARENA

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

### **Monday, October 19, 2015**

8:00 AM 5:00 PM Dept of Revenue Seminar AVENTINE 40

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop BERRY/SHORTER ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop CYBER LOUNGE 25 217/218 BERRY/SHORTER ROOM

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop FLOYD ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop FREEDOM HALL 25 217/218 BERRY/SHORTER ROOM

### **Tuesday, October 20, 2015**

8:00 AM 5:00 PM Dept of Revenue Seminar AVENTINE 40

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop BERRY/SHORTER ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop CYBER LOUNGE 25 217/218 BERRY/SHORTER ROOM

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop FLOYD ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 11:00 PM HPWP Consulting Leadership Workshop FREEDOM HALL 25 217/218 BERRY/SHORTER ROOM

### **Wednesday, October 21, 2015**

8:00 AM 5:00 PM Dept of Revenue Seminar AVENTINE 40

7:30 AM 6:30 PM HPWP Consulting Leadership Workshop BERRY/SHORTER ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 6:30 PM HPWP Consulting Leadership Workshop CYBER LOUNGE 25 217/218 BERRY/SHORTER ROOM

7:30 AM 6:30 PM HPWP Consulting Leadership Workshop FLOYD ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 6:30 PM HPWP Consulting Leadership Workshop FREEDOM HALL 25 217/218 BERRY/SHORTER ROOM

### **Thursday, October 22, 2015**

8:00 AM 5:00 PM Dept of Revenue Seminar AVENTINE 40

7:30 AM 5:30 PM HPWP Consulting Leadership Workshop BERRY/SHORTER ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 5:30 PM HPWP Consulting Leadership Workshop CYBER LOUNGE 25 217/218 BERRY/SHORTER ROOM

# FLOYD COUNTY GEORGIA

## Bid 15-1001 Roof Replacement Forum Civic Center

7:30 AM 5:30 PM HPWP Consulting Leadership Workshop FLOYD ROOM 25 217/218 BERRY/SHORTER ROOM

**Thursday, October 22, 2015**

7:30 AM 5:30 PM HPWP Consulting Leadership Workshop FREEDOM HALL 25 217/218 BERRY/SHORTER ROOM

**Friday, October 23, 2015**

8:00 AM 5:00 PM Dept of Revenue Seminar AVENTINE 40

7:30 AM 3:30 PM HPWP Consulting Leadership Workshop BERRY/SHORTER ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 3:30 PM HPWP Consulting Leadership Workshop CYBER LOUNGE 25 217/218 BERRY/SHORTER ROOM

7:30 AM 3:30 PM HPWP Consulting Leadership Workshop FLOYD ROOM 25 217/218 BERRY/SHORTER ROOM

7:30 AM 3:30 PM HPWP Consulting Leadership Workshop FREEDOM HALL 25 217/218 BERRY/SHORTER ROOM

**Saturday, October 24, 2015**

5:00 PM 9:00 PM Breast Cancer Awareness Banquet ARENA/BALLROOM 200 001A-ARENA

**Sunday, October 25, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

**Saturday, October 31, 2015**

8:00 AM 5:00 PM Church Event ARENA 3000

**Sunday, November 01, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

**Thursday, November 05, 2015**

Start To Event Room Est Attendance HVAC

10:00 AM 6:00 PM Annual Chamber Business Expo ARENA 500 001A-ARENA

8:30 AM 4:30 PM Notary Training RIVERWALK BALLROOM 100

**Friday, November 06, 2015**

10:00 AM 6:00 PM Annual Chamber Business Expo ARENA 500 001A-ARENA

10:00 AM 6:00 PM Annual Chamber Business Expo RIVERWALK BALLROOM 200 001A-ARENA

**Saturday, November 07, 2015**

12:00 PM 5:00 PM 2015 Xtreme Spirit Cheer and Dance Co AmRpEetNitiAon 1500 001A-ARENA

10:00 AM 6:00 PM Annual Chamber Business Expo RIVERWALK BALLROOM 200 001A-ARENA

**Sunday, November 08, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

**Thursday, November 12, 2015**

8:00 AM 2:00 PM FC Employee Orientation BERRY/SHORTER ROOM 30

**Saturday, November 14, 2015**

11:00 AM 6:00 PM Taste of NWGA ARENA 1500

**Sunday, November 15, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

**Sunday, November 22, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

**Sunday, November 29, 2015**

Start To Event Room Est Attendance HVAC

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

# FLOYD COUNTY GEORGIA

## Bid 15-1001 Roof Replacement Forum Civic Center

### **Friday, December 04, 2015**

6:00 AM 1:00 PM Annual Can-A-Thon ARENA 1500 001A-ARENA

### **Saturday, December 05, 2015**

8:00 AM 11:00 PM John Brown Annual Party ARENA 300

### **Sunday, December 06, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

### **Tuesday, December 08, 2015**

8:00 AM 5:00 PM Community Bankers BERRY/SHORTER ROOM 30

### **Thursday, December 10, 2015**

10:00 AM 12:00 PM Shorter University Graduations BUILDING 3500 ENTIRE BLD

### **Saturday, December 12, 2015**

8:00 AM 5:00 PM F and P of Georgia ARENA 300

### **Sunday, December 13, 2015**

1:00 PM 6:00 PM 2015 Our Lady of Guadalupe ARENA 1500 001A-ARENA

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

### **Thursday, December 17, 2015**

11:00 AM 1:00 PM Forum Advisory Meeting FLOYD ROOM 20

### **Sunday, December 20, 2015**

6:00 PM 8:00 PM 2015 Annual Rome Community ChristmaBsU DILiDnnINeGr/Clothing Giveaway 600 ENTIRE BLD

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK(3)

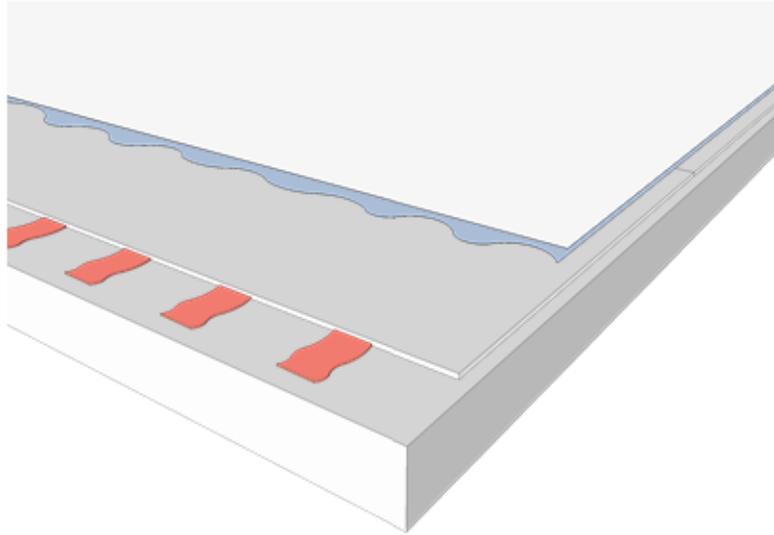
### **Thursday, December 24, 2015**

6:00 PM 9:00 PM Life Church Annual Christmas Eve ServBicUeILDING 600 001A- 125 ARENA/BALLROOM

### **Sunday, December 27, 2015**

10:00 AM 2:00 PM The Church At Rome RIVERWALK BALLROOM 150 124 N/S/W/125-RIVERWALK

**This specification is used for reference only to define the minimum standard  
Contractors may bid an alternate brand  
Floyd County Georgia**



### **Roof Assembly Description**

- **PVC thermoplastic membrane**  
Membrane Thickness: 50 mil  
Color: White  
Attachment: Adhered with water-based adhesive
- **Poured Gypsum Roof Deck**

## **PART 1 GENERAL**

### **1.1 SECTION INCLUDES**

- A. Duro-Last® PVC thermoplastic membrane adhered with water-based adhesive.
- B. Prefabricated flashings, corners, parapets, stacks, vents, and related details.
- C. Fasteners, adhesives, and other accessories required for a complete roofing installation.
- D. Traffic Protection.

### **1.2 REFERENCES**

- A. NRCA - The NRCA Roofing and Waterproofing Manual.
- B. ASCE 7 - Minimum Design Loads For Buildings And Other Structures.
- C. UL - Roofing Materials and Systems Directory, Roofing Systems (TGFU.R10128).
- D. ASTM C 1289 - Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board.
- E. ASTM D 751 - Standard Test Methods for Coated Fabrics.
- F. ASTM D 4434 - Standard Specification for Poly(Vinyl Chloride) Sheet Roofing.
- G. ASTM E 108 - Standard Test Methods for Fire Tests of Roof Coverings.
- H. ASTM E 119 - Standard Test Methods for Fire Tests of Building Construction and Materials.

### **1.3 SYSTEM DESCRIPTION**

- A. General: Provide installed roofing membrane and base flashings that remain watertight; do not permit the passage of water; and resist specified uplift pressures, thermally induced movement, and exposure to weather without failure.
- B. Material Compatibility: Provide roofing materials that are compatible with one another under conditions of service and application required, as demonstrated by roofing membrane manufacturer based on testing and field experience.
- C. Physical Properties:
  - 1. Roof product must meet the requirements of Type III PVC sheet roofing as defined by ASTM D 4434 and must meet or exceed the following physical properties.
  - 2. Thickness: 50 mil, nominal, in accordance with ASTM D 751.
  - 3. Thickness Over Scrim:  $\geq 28$  mil in accordance with ASTM D 751.
  - 4. Scrim standard equals 14 polyester threads per inch woven to 18 polyester threads per inch weft with none wicking system.
  - 5. Breaking Strengths:  $\geq 390$  lbf. (MD) and  $\geq 438$  lbf. (XMD) in accordance with ASTM D 751, Grab Method.
  - 6. Elongation at Break:  $\geq 31\%$  (MD) and  $\geq 31\%$  (XMD) in accordance with ASTM D 751, Grab Method.
  - 7. Heat Aging in accordance with ASTM D 3045: 176 °F for 56 days. No sign of cracking, chipping or crazing. (In accordance with ASTM D 4434).

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8. Factory Seam Strength:  $\geq 417$  lbf. in accordance with ASTM D 751, Grab Method.
9. Tearing Strength:  $\geq 132$  lbf. (MD) and  $\geq 163$  lbf. (XMD) in accordance with ASTM D 751, Procedure B.
10. Low Temperature Bend (Flexibility): Pass at  $-40$  °F in accordance with ASTM D 2136.
11. Accelerated Weathering: No cracking, checking, crazing, erosion or chalking after 5,000 hours in accordance with ASTM G 154.
12. Linear Dimensional Change:  $< 0.5\%$  in accordance with ASTM D 1204 at  $176 \pm 2$  °F for 6 hours.
13. Water Absorption:  $< 1.7\%$  in accordance with ASTM D 570 at 158 °F for 166 hours.
14. Static Puncture Resistance:  $\geq 56$  lbs. in accordance with ASTM D 5602.
15. Dynamic Puncture Resistance:  $\geq 14.7$  ft-lbf. in accordance with ASTM D 5635.

D. Cool Roof Rating Council (CRRC):

1. Membrane must be listed on CRRC website.
  - a. Initial Solar Reflectance:  $\geq 88\%$
  - b. Initial Thermal Emittance:  $\geq 87\%$
  - c. Initial Solar Reflective Index (SRI):  $\geq 111$
  - d. 3-Year Aged Solar Reflectance:  $\geq 68\%$
  - e. 3-Year Aged Thermal Emittance:  $\geq 84\%$
  - f. 3-Year Aged Solar Reflective Index (SRI):  $\geq 82$

#### 1.4 SUBMITTALS

- A. Submit under provisions of Section 01300.
- B. PVC data sheets on each product to be used, including:
  1. Preparation instructions and recommendations.
  2. Storage and handling requirements and recommendations.
  3. Installation methods.
  4. Maintenance requirements.
- C. Shop Drawings: Indicate insulation pattern, overall membrane layout, field seam locations, joint or termination detail conditions, and location of fasteners.
- D. Verification Samples: For each product specified, two samples, representing actual product, color, and finish.
  1. 4 inch by 6 inch sample of roofing membrane, of color specified.
  2. 4 inch by 6 inch sample of walkway pad.
  3. Termination bar, fascia bar with cover, drip edge and gravel stop if to be used.
  4. Each fastener type to be used for installing membrane, insulation/recover board, termination bar and edge details.

- E. Installer Certification: Certification from the roofing system manufacturer that Installer is approved, authorized, or licensed by manufacturer to install roofing system for the period of 10 years.
- F. Manufacturer's warranties.

#### 1.5 QUALITY ASSURANCE

- A. Perform work in accordance with manufacturer's installation instructions.
- B. Manufacturer Qualifications: A manufacturer specializing in the production of PVC membranes systems and utilizing a Quality Control Manual during the production of the membrane roofing system that has been approved by and is inspected by Underwriters Laboratories.
- C. Installer Qualifications: Company specializing in installation of roofing systems similar to those specified in this project and approved by the roofing system manufacturer.
- D. Source Limitations: Obtain components for membrane roofing system from roofing membrane manufacturer.
- E. There shall be no deviations from the roof membrane manufacturer's specifications or the approved shop drawings without the prior written approval of the manufacturer.

#### 1.6 REGULATORY REQUIREMENTS

- A. Conform to applicable code for roof assembly wind uplift and fire hazard requirements.
- B. Fire Exposure: Provide membrane roofing materials with the following fire-test-response characteristics. Materials shall be identified with appropriate markings of applicable testing and inspecting agency.
  - 1. Exterior Fire-Test Exposure:
    - a. Class A; ASTM E 108, for application and roof slopes indicated.
  - 2. Fire-Resistance Ratings: Comply with ASTM E 119 for fire-resistance-rated roof assemblies of which roofing system is a part.
  - 3. Conform to applicable code for roof assembly fire hazard requirements.
- C. Wind Uplift:
  - 1. Roofing System Design: Provide a roofing system designed to resist uplift pressures calculated according to the current edition of the ASCE-7 Specification *Minimum Design Loads for Buildings And Other Structures*.

#### 1.7 PRE-INSTALLATION MEETING

- A. Convene meeting not less than one week before starting work of this section.
- B. Review methods and procedures related to roof deck construction and roofing system including, but not limited to, the following.
  - 1. Meet with Owner, Architect, Owner's insurer if applicable, testing and inspecting agency representative, roofing installer, roofing system manufacturer's representative, deck installer, and installers whose work interfaces with or affects roofing including installers of roof

accessories and roof-mounted equipment.

2. Review and finalize construction schedule and verify availability of materials, installer's personnel, equipment, and facilities needed to make progress and avoid delays.
3. Examine deck substrate conditions and finishes for compliance with requirements, including flatness and fastening.
4. Review structural loading limitations of roof deck during and after roofing.
5. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect roofing system.
6. Review governing regulations and requirements for insurance and certificates if applicable.
7. Review temporary protection requirements for roofing system during and after installation.
8. Review roof observation and repair procedures after roofing installation.

#### 1.8 DELIVERY, STORAGE AND HANDLING

- A. Deliver roofing materials to Project site in original containers with seals unbroken and labeled with manufacturer's name, product brand name and type, date of manufacture, and directions for storing and mixing with other components.
- B. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by roofing system manufacturer. Protect stored liquid material from direct sunlight.
- C. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with insulation manufacturer's written instructions for handling, storing, and protecting during installation.
- D. Store roof materials and place equipment in a manner to avoid permanent deflection of deck.
- E. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

#### 1.9 WARRANTY

- A. Contractor's Warranty: The contractor shall warrant the roof application with respect to workmanship and proper application for two (2) years from the effective date of the warranty issued by the manufacturer.
- B. Manufacturer's Warranty: Must provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices throughout the life of the warranty. In addition the warranty must meet the following criteria:
  1. Warranty Period: 20 years from date issued by the manufacturer.
  2. First 15 years:
    - a. Must provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices.
    - b. No exclusions for incidental or consequential damages.
  3. Last 5 years:
    - a. Excludes incidental and consequential damages.
  4. No exclusion for damage caused by ponding water.

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5. No exclusion for damage caused by biological growth.
6. Issued direct from and serviced by the roof membrane manufacturer.
7. Transferable for the full term of the warranty.
8. Full System Warranty required from 1 Manufactures source.

## **PART 2 PRODUCTS**

### 2.1 MANUFACTURER or comparable to

- A. Manufacturer: Duro-Last Roofing, Inc., which is located at: 525 Morley Drive, Saginaw, MI 48601. Telephone: 800-248-0280.
- B. All roofing system components to be provided or approved by Duro-Last Roofing, Inc.
- C. Or products Equal to.

### 2.2 ROOFING SYSTEM COMPONENTS

- A. Roofing Membrane: Duro-Last® PVC thermoplastic membrane conforming to ASTM D 4434, type III, fabric-reinforced, PVC. Membrane properties as follows:
  1. Thickness:
    - a. 50 mil.
  2. Exposed Face Color:
    - a. White.
- B. Accessory Materials: Provide accessory materials supplied by or approved for use by Duro-Last Roofing, Inc.
  1. Sheet Flashing: Manufacturer's standard reinforced PVC sheet flashing.
  2. Duro-Last Factory Prefabricated Flashings: manufactured using Manufacturer's standard reinforced PVC membrane.
    - a. Stack Flashings.
    - b. Curb Flashings.
    - c. Inside and Outside Corners.
    - d. Drain Boots, Composite Drain Rings (CDR) and Dome Strainers.
    - e. Vinyl Coated Metal Scupper Inserts.
  3. Sealants and Adhesives: Compatible with roofing system and supplied by Duro-Last Roofing, Inc.
    - a. Duro-Grip® CR-20 Insulation Adhesive. Or equal to
    - b. Duro-Caulk® Plus. Or equal too
    - c. Strip Mastic.
  4. Slip Sheet: Compatible with roofing system and supplied by Duro-Last Roofing, Inc.
  5. Fasteners and Plates: Factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FMG 4470, designed for fastening membrane and insulation to substrate. Supplied by Duro-Last Roofing, Inc.

**3-Part Specification**  
Division 07 54 19 - Polyvinyl-Chloride Roofing

- a. Concrete Screws.
  6. Termination and Edge Details: Supplied by Duro-Last Roofing, Inc.
    - a. Termination Bar.
    - b. T-Edge.
  7. Vinyl Coated Metal: Supplied by Duro-Last Roofing, Inc. 24 gauge, hot-dipped galvanized, grade 90 metal with a minimum of 17 mil of Duro-Last membrane laminated to one side.
- C. Substrate Board:
1. Glass-mat-faced, water-resistant gypsum substrate conforming to ASTM C 1177/C 1177M, DensDeck® Prime Roof Board as manufactured by Georgia-Pacific Corporation.
    - a. ¼ inch thick.
- D. Walkways:
1. Provide non-skid, maintenance-free walkway pads in areas of heavy foot traffic and around mechanical equipment.
    - a. Duro-Last Roof Trak® III Walkway Pad.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

- A. Verify that the surfaces and site conditions are ready to receive work.
- B. Verify that the deck is supported and secured.
- C. Verify that the deck is clean and smooth, free of depressions, waves, or projections, and properly sloped to drains, valleys, eaves, scuppers or gutters.
- D. Verify that the deck surfaces are dry and free of standing water, ice or snow.
- E. Verify that all roof openings or penetrations through the roof are solidly set.
- F. If substrate preparation is the responsibility of another contractor, notify Architect of unsatisfactory preparation before proceeding.

### **3.2 PREPARATION**

- A. Clean surfaces thoroughly prior to installation.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Surfaces shall be clean, smooth, free of fins, sharp edges, loose and foreign material, oil, grease, and bitumen.

### **3.3 INSTALLATION**

- A. Install insulation in accordance with the roof manufacturer's requirements.
- B. Separation Board: DensDeck® Prime Roof Board.
- C. Roof Membrane: 50 mil, Duro-Last® PVC thermoplastic membrane.
  1. Use only membrane adhesive acceptable to the roof manufacturer's that meets the applicable design requirements.

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- a. Water-based membrane adhesive.
  2. Cut membrane to fit neatly around all penetrations and roof projections.
  3. Unroll roofing membrane and positioned with a minimum 6 inch overlap.
  4. Apply adhesive in accordance with the roof manufacturer's requirements.
    - a. Apply at the required rate in smooth, even coatings without voids, globs, puddles or similar irregularities. Use care not to contaminate the area of the membrane where hot air welding will occur.
  5. Follow guidelines outlined in the adhesive's Product Data Sheet.
  6. Read the adhesive's Material Safety Data Sheet (MSDS) prior to using the adhesive.
- D. Seaming:
1. Weld overlapping sheets together using hot air. Minimum weld width is 1-1/2 inches.
  2. Check field welded seams for continuity and integrity and repair all imperfections by the end of each work day.
- E. Membrane Termination/Securement: All membrane terminations shall be completed in accordance with the membrane manufacturer's requirements.
1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
  2. Provide securement at any angle change where the slope or combined slopes exceeds two inches in one horizontal foot.
- F. Flashings: Complete all flashings and terminations as indicated on the drawings and in accordance with the membrane manufacturer's requirements.
1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
    - a. Do not apply flashing over existing thru-wall flashings or weep holes.
    - b. Secure flashing on a vertical surface before the seam between the flashing and the main roof sheet is completed.
    - c. Extend flashing membrane a minimum of 6 inches (152 mm) onto the main roof sheet beyond the mechanical securement.
    - d. Use care to ensure that the flashing does not bridge locations where there is a change in direction (e.g. where the parapet meets the roof deck).
  2. Penetrations:
    - a. Flash all pipes, supports, soil stacks, cold vents, and other penetrations passing through the roofing membrane as indicated on the Drawings and in accordance with the membrane manufacturer's requirements.
    - b. Utilize custom prefabricated flashings supplied by the membrane manufacturer.
    - c. Existing Flashings: Remove when necessary to allow new flashing to terminate directly to the penetration.
  3. Pipe Clusters and Unusual Shapes:
    - a. Clusters of pipes or other penetrations which cannot be sealed with prefabricated

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membrane flashings shall be sealed by surrounding them with a prefabricated vinyl-coated metal pitch pan and sealant supplied by the membrane manufacturer.

- b. Vinyl-coated metal pitch pans shall be installed, flashed and filled with sealant in accordance with the membrane manufacturer's requirements.
- c. Pitch pans shall not be used where prefabricated or field fabricated flashings are possible.

**G. Roof Drains:**

1. Coordinate installation of roof drains and vents specified in Section 15146 - Plumbing Specialties.
2. Remove existing flashing and asphalt at existing drains in preparation for sealant and membrane.
3. Provide a smooth clean surface on the mating surface between the clamping ring and the drain base.

**H. Edge Details:**

1. Provide edge details as indicated on the Drawings. Install in accordance with the membrane manufacturer's requirements.
2. Join individual sections in accordance with the membrane manufacturer's requirements.
3. Coordinate installation of metal flashing and counter flashing specified in Section 07620.
4. Manufactured Roof Specialties: Coordinate installation of copings, counter flashing systems, gutters, downspouts, and roof expansion assemblies specified in Section 07710.

**I. Walkways:**

1. Install walkways in accordance with the membrane manufacturer's requirements.
2. Provide walkways where indicated on the Drawings.
3. Install walkway pads at roof hatches, access doors, rooftop ladders and all other traffic concentration points regardless of traffic frequency. Provided in areas receiving regular traffic to service rooftop units or where a passageway over the surface is required.
4. Do not install walkways over flashings or field seams until manufacturer's warranty inspection has been completed.

**J. Water cut-offs:**

1. Provide water cut-offs on a daily basis at the completion of work and at the onset of inclement weather.
2. Provide water cut-offs to ensure that water does not flow beneath the completed sections of the new roofing system.
3. Remove water cut-offs prior to the resumption of work.
4. The integrity of the water cut-off is the sole responsibility of the roofing contractor.
5. Any membrane contaminated by the cut-off material shall be cleaned or removed.

### 3.4 FIELD QUALITY CONTROL

- A. The membrane manufacturer's representative shall provide a comprehensive final inspection after completion of the roof system. All application errors shall be addressed and final punch list completed.

### 3.5 PROTECTION

- A. Protect installed roofing products from construction operations until completion of project.
- B. Where traffic is anticipated over completed roofing membrane, protect from damage using durable materials that are compatible with membrane.
- C. Repair or replace damaged products after work is completed.

END OF SECTION

**FLOYD COUNTY BOARD OF COMMISSIONERS  
BID SHEET  
Roof Replacement Forum Civic Center  
BID# 15-1001**

**OPENING 1 Oct 2015**

**TIME 2:00 PM**

**To: Floyd County Purchasing Department  
12 East 4<sup>th</sup> Ave. Suite 106  
Rome, Ga. 30161**

**Offer:** Having examined the place of the work and all matters referred to in the Scope of Work, Bid Documents and Terms and Conditions, we the undersigned, hereby offer to perform the work for the contract pricing of:

Roof Manufacturer /Brand \_\_\_\_\_

**Roof 1 - \$** \_\_\_\_\_ **Roof 2 - \$** \_\_\_\_\_

**Roof 3 - \$** \_\_\_\_\_ **Roof 4 - \$** \_\_\_\_\_

**TOTAL** \_\_\_\_\_ **US DOLLARS**

**Any alterations in figures on this form must be initialed in ink by persons signing the bid.**

Start Time from Notice to Proceed \_\_\_\_\_ Calendar Days. May Be Considered In Determining the Award

Estimated work days to complete all roofs \_\_\_\_\_

**Assigned Project Supervisor/Safety Officer** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Company Information**

**COMPANY NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CONTRACTOR - YEARS OF EXPERIENCE** \_\_\_\_\_

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

**TITLE** \_\_\_\_\_

Floyd County is exempt from all local, state, and federal taxes, and prices stipulated by the bidder are considered maximum, and are not subject to any increase due to any taxes, or any other cause or reason.

**Multiple Bids? - Complete a separate bid sheet for each brand of roof  
All other requirements apply.**