

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
THERMOPLASTIC POLYOLEFIN (TPO) ROOF REPLACEMENT
ON THE
MAIN TERMINAL OF THE APPLETON INTERNATIONAL AIRPORT

Due Date: February 20, 2024 – 2:00 p.m. CT

Mandatory Site Visit: February 6, 2024 – 10:00 a.m. (see Section 3.0 for details)

1.0 Introduction and Background

Outagamie County is seeking a qualified contractor to replace a roof of the Main Terminal Building at the Appleton International Airport. The roof is currently an asphalt built-up roof system and will be replaced with a Thermoplastic Polyolefin (TPO) roof system. The Airport is located at W6390 Challenger Drive in Appleton, WI.

2.0 Scope of Work

See Specialty Engineering Group's (STR-SEG) Project Manual #15518 dated October 17, 2023 for specifications. Base bid is lump sum for project.

3.0 Mandatory Pre-bid/Site Inspection Meeting

One mandatory pre-bid meeting will be held on February 6, 2024 at 10:00 a.m. CT. All interested bidders will meet in the conference room which is located in the baggage claim area of the Airport.

4.0 AIA Document

AIA A101-2007, as modified by Owner and associated General Conditions will be the only contract that is used.

5.0 Bid and Performance Bond

Each bid submitted must be accompanied by a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the successful bidder will execute and file with the owner within ten (10) days from the date the lowest responsible bidder's bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project. If the bidder fails to file such certificate and bonds within ten (10) days from the acceptance, the bid security shall be forfeited to the owner as liquidated damages. If you submit more than one bid, you need only to submit one bid bond in the amount of five percent (5%) of your highest bid price. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney.

In the event the successful bidder is unable or unwilling to perform pursuant to the terms and conditions of its accepted bid, Outagamie County, may at its discretion, cause the forfeiture of the full amount of the security or bond.

The awarded contractor will be required to obtain a performance and payment bond equal to the contract sum.

6.0 Completion & Liquidated Damages

Contractor must have substantial completion of the project by October 31, 2024. Failure to complete will result in liquidated damages, which will be equal to \$500.00 per calendar

day, to Outagamie County. Work could commence after April 30, 2024.

7.0 References

Provide references of a minimum of three and maximum of five local companies you have completed similar sized projects within the past three years. Include the company name, contract name and telephone number as well as a brief project description.

8.0 Insurance and Indemnification

See Attachment A for the requirements of the awarded bidder. This form must be completed and returned with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

9.0 Contact Information

All requests for further information should be directed as follows:

Technical Specifications

Bruce Flater
Consultant, STR-SEG
(920) 205-3571
bflater@str-seg.com

Bidding Policy & Procedure Information

Nicole Schoultz
Procurement Coordinator, Outagamie County
(920) 832-6083
Nicole.Schoultz@outagamie.org

10.0 Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Bid due date, such responses will be published on the County's website for all bidders to view. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at www.outagamie.org then Bids / Proposals. In addition, Bidder(s) may

inspect the documents in the County's Purchasing Department. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

11.0 **County Reservation**

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bid shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any bid.

12.0 **Closing Date**

Outagamie County will receive sealed bids up to 2:00 p.m. CT, February 20, 2024.

Deliver or mail bids to -

Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St (Finance Department)
Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – Terminal Roof Replacement**". Failure to provide the requested forms/information with your bid may result in your bid being rejected. Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 2:05 p.m. in the Finance Department.

13.0 **Facsimile or Email of Bids**

Facsimile or email bids are not acceptable.

14.0 **Method of Procurement**

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and

Chapter 22 and 50 of the Outagamie County Code of Ordinances. After submission of the written bid, qualified bidders may be requested to make an oral presentation to a committee responsible for making final recommendations. The process allows for confidential negotiations and revisions with the lowest responsive/responsible contractor.

15.0 Taxes

All materials used on this project is tax-exempt under Wisconsin State Statute 77.54(9m).

**OUTAGAMIE COUNTY BID FORM
Main Terminal Roof Replacement**

Bid Due: February 20, 2024 - 2:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911

LUMP-SUM BASE BID PRICE \$ _____
Written _____ Dollars and _____ Cents

**Include the following with your bid-
Bid Bond, References**

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Addendum _____ Date Issued _____

Firm Name: _____

Authorized Signature: _____

Print name: _____

Title: _____

Date: _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____