**TO: Prospective Bidders**

**FROM: Claflin Fire District #1**

**DATE: September 16, 2019**

**RE: CLAFLIN FIRE DISTRICT #1 REQUEST FOR PROPOSAL**

Claflin Fire District #1 is accepting proposals for repair and/or replacement of roofs on:

**BUILDING 1 (309 WEST FRONT ST.)**

Metal roofing (approx. 64 sq.), steel rake/gable trim, exhaust cap-through roof, gutters and down spouts-color finish, and removal of debris.

**BUILDING 2 (301 WEST FRONT ST.)**

Metal roofing (approx. 28 sq.), steel rake/gable trim, exhaust cap-through roof, gutters and down spouts-color finish, and removal of debris.

**SEE ATTACHED GLADFELTER CLAIMS MANAGEMENT FORMS FOR WORK TO BE DONE: NOTE THAT THIS RFP IS FOR ROOF REPAIR AND/OR REPLACEMENT ALONG WITH TRIM, GUTTERING AND DOWN SPOUTS. PLEASE BID ROOF “REPAIR” AS AN ALTERNATE OPTION. ALL OTHER REPAIRS ON THE CLAIM FORM WILL BE HANDLED BY FIRE DISTRICT PERSONNEL.**

**TIMING**

Contractor will provide an estimated project start date and must provide a ten (10) day notice of expected arrival time for commencement of contract. The completion date should be no later than April 1, 2020.

**TERMS**

Contractor’s payment schedule approved with Fire District acceptance of project.

**STORAGE OF MATERIAL AND EQUIPMENT**

Contractor may store equipment and material necessary for the project on the Eastern portion of the Fire District’s property located at 301 West Front Street in Claflin i.e. site of the building project.

**PROPOSAL FORM**

Contractor shall provide, upon company stationary, information requested within the proposal form. Included shall be prices. Provided shall also be an estimate of time necessary for the completion of the project. Fire District #1 is exempt from State and Local Sales Taxes.

Proposals shall be returned no later than 3:00 p.m., October, 11, 2019 in a sealed envelope marked “2019 Claflin Fire District #1 Building Roof Repairs Proposal”. Awarding of the contract is expected to be October 21, 2019 by the Barton County Commission at the regular meeting on that day. The Fire District reserves the right to accept or reject any or all proposals.

Bids shall be submitted to:

Claflin Fire District #1

C/O Barton County Clerk/Room 202

County Court House

1400 N Main

Great Bend, KS 67530

Claflin Fire District #1 reserves the right to reject any and all bids and to waive irregularities. In the case of ambiguity or lack of clearness in stating the specifications, the Fire District reserves the right to waive irregularities or reject the bid.