



Request for proposals for
Wellhouse Exterior Repairs
Village of East Troy, WI
April 1st, 2020

I. GENERAL INFORMATION

The Village of East Troy is seeking sealed proposals for replacement of roofing and siding of two wellhouses. Wellhouse 5 is located at 2028 West Street, and wellhouse 6 is located at 3219 North Street. The owner will choose the colors of siding and shingles to be used on both buildings. Inspections may be scheduled by contacting Jason Equitz @ 262-684-5475. All proposals are due on May 6th by 3pm.

INSURANCE

The contractor awarded the project shall maintain full general liability insurance coverage in the amount of not less than \$1,000,000 and agrees to protect and hold harmless the Village of East Troy, including its officials, employees, and agents, from any and all liability arising out of Contractor's work. An insurance certificate, reasonably satisfactory to the Village, from a carrier licensed in the State of Wisconsin attesting to coverage and naming the Village of East Troy as an additional insured shall be provided to the Village prior to commencement of work.

II. GENERAL REQUIREMENTS

A. Scope of Project

1. Contractor shall be required to obtain any and all building permits as necessary.
2. Contractor shall provide samples for owner to choose siding and roofing colors.
3. Remove (to bare wood) and properly dispose of existing shingles, flashings and drip edge.
4. Make necessary repairs to roof deck.
5. Apply 6' of ice and water shield up from the eave of roof, around chimney, pipes and other necessary areas.
6. Apply 3' of ice and water shield on each side of the valleys, overlapping in the middle.
7. Cover remaining roof with synthetic roofing underlayment.
8. Install new gutter apron and drip edge, owner to choose color.
9. Add new boots at vent pipes and chimneys. Install new flashings at roof hatches.
10. Install new lifetime asphalt architectural shingles, owner to choose color.
11. Install new ridge cap and vent system.
12. Remove all existing siding, soffit, fascia, gutters, downspouts, and trim.
13. Make necessary repairs to exposed structure.
14. Install house wrap and tape all joints and openings.
15. Install composite brick mold to all openings, owner to choose color.
16. Contractor to install new vinyl (.046) double 4" siding with 4" corners.
17. Install new aluminum (.019) soffit and fascia, owner to choose color.
18. Install new 5" seamless gutter system with 4" downspouts, owner to choose color.
19. Caulk all necessary areas.
20. Contractor must provide protection to exposed areas during the project.

phone: (262) 642-6255 • fax: (262) 642-6259 • voet@eastroywi.gov • <http://eastroywi.gov/>

**2015 Energy Dr.
East Troy, WI 53120**

B. Submittal Requirements

1. Review all Contract Documents
2. Provide price (per square foot) of additional replacement wood including installation.
3. Provide an estimated timeframe of project completion for each site.
4. Provide two separate proposals and contracts, one for each site.
5. Contractor must indicate if any sub-contractors will be used for the project and, if so, must provide a list of subcontractors that will be used.
6. Provide bid security in the form of a bid bond, bank cashier’s check, certified check, or bank draft payable to “The Village of East Troy” in the amount of 5% of the total bid amount. The bid security will be returned to any bidder whose bid is not selected and, in the case of a selected bidder, upon final execution of the Contract.
7. Send detailed sealed proposals to:

Jason Equitz
 Director of Public Works (Owner’s authorized representative for Project)
 2015 Energy Drive
 East Troy, WI 53120
 Office 262-684-5475

2. The Selection Process will adhere to the following schedule:
 - a. Issue RFP April 17th, 2020
 - b. Proposals due May 6th, 2020
 - c. Village Board Approval May 18th, 2020
 - d. Execute Contract May 25th, 2020
 - e. Start Date June 1st, 2020
 - f. Completion Date August 31st, 2020

III. ADDITIONAL CONSIDERATIONS

- A. The Village reserves the right to accept or reject any or all proposals.
- B. The Village reserves the right to request clarification of information submitted.
- C. The Village reserves the right to reject incomplete proposals.
- D. Lien waivers from all suppliers and sub-contractors must be provided to The Village prior to payment.

VENDOR CERTIFICATION STATEMENT

I hereby certify that responses to statements on this Request for Proposals, and any addenda to it, are true, complete and correct to the best of my knowledge and are made in good faith. I understand that any knowing and willful false statement in response to any portion of this Request for Proposal can be grounds for rejection

Signature: _____

Printed Name: _____

Title: _____

Date: _____

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