

Community Action, Inc.'s

Bid Specifications for roof replacement and gutters system at 500 West Mahoning Street, Punxsutawney, PA

1. The Contractor will tear off all the old shingles and paper down to the wood.
2. The Contractor will replace all deteriorated wood.
3. The Contractor will install new drip edge around the perimeter of the roof.
4. The Contractor will install 30 lb. felt paper over the entire area of the roof.
5. The Contractor will install ice guard along the first 3 ft. of the lower edge of the roof.
6. The Contractor will install appropriate flashing around chimneys, vents, valleys, walls where they meet the roof, etc. as needed to prevent any leaks.
7. The Contractor will install white 3 tab or architectural roof shingles which have a minimum of a 30-year warranty over the entire area of the roof. Shingles are to be installed with roofing nails.
8. The Contractor will remove existing gutters and downspouts and replace them with Leafguard® seamless gutter system or equivalent and installed per manufacturer recommendations.
9. The Contractor shall keep the premises broom clean and orderly during the work and remove debris at the end of each working day and at the completion of the total job.
10. The Contractor is responsible for removing from the site and the proper disposal of all old roofing materials and all waste produced from this job in approved landfills.
11. The Contractor is responsible for obtaining all required permits, paying for all permits and inspections and for all scheduling.
12. The Contractor is required to install the new roof in accordance with all manufacturer instructions and recommendations as well as all federal, state and local codes. If no codes are applicable to this project, the Contractor agrees to complete the installation consistent with the building code standards for new construction in Pennsylvania.
13. The Contractor will provide all materials, labor, tools and equipment necessary to properly complete the job and warrants that all materials furnished by the contractor shall be new, of good quality and of good title; and that the work will be done neatly and with good workmanship.
14. The Contractor will repair any property damaged caused as a result of the work performed by the Contractor.
15. Prior to performing any work, the successful Contractor shall obtain the following minimum insurance coverage which the contractor shall maintain during the term of the project.
 - The Contractor shall carry, and require that there be carried, Workman's Compensation Insurance for all its employees, agents, subcontractor(s), and its independent subcontractors engaged in work at the site in accordance with the Commonwealth of Pennsylvania's Workman's Compensation Laws.
 - The Contractor shall carry Commercial General Liability Insurance and Completed Work Coverage which shall include coverage for acts of independent contractors or subcontractors. Such policy shall include the minimum of \$1,000,000 for each occurrence of bodily injury and \$1,000,000 for each occurrence of property damage. The Contractor shall carry and maintain Motor vehicle Liability Insurance on any vehicle used in executing the provisions of this contract. Such policy shall include minimum coverage of \$250,000 for each person, bodily; \$500,000 for each occurrence, bodily; and \$250,000 for property damage; OR combined coverage of at least \$1,000,000.
 - A copy of the Contractor's certificate of insurance naming Community Action, Inc. as certificate holder and as an "additional insured" must be submitted to Community Action, Inc. within one (1) week of being notified of being the successful bidder.
16. The Contractor shall guarantee all materials installed and labor for a period of one (1) year from the date of completion. This warranty is in addition to any manufacturers' warranty. The Contractor shall promptly (within five (5) days or less) remedy any defects in the work and promptly pay for any damage to other work resulting therefrom which may appear within a period of one (1) year from the date of completion of the work.
17. The Contractor shall hold Community Action, Inc. harmless from and indemnify Community Action, Inc. against all claims, demands, and actions based on or arising out of any activities performed by the Contractor.
- 18. The Contractor agrees to complete all work within 45 days of entering into an agreement.**

All bids submitted must be valid for a minimum of 60 days from the due date of the bids.

All work identified in these specifications must be completed by the Contractor submitting the bid and is not permitted to be subcontracted without written approval of Community Action, Inc.

The Contractor agrees to install a roof in accordance with these specifications for a lump sum payment due at completion of the project in the amount of

\$ _____

The Contractor agrees to install a gutter system in accordance with these specifications for a lump sum payment due at completion of the project in the amount of

\$ _____

This Project is subject to Pennsylvania Prevailing Wage Laws.

BID SUMMARY			
Completed by Contractor		Completed by Owner	
SECTION	AMOUNT	WORK AWARDED (Items/Section)	Amount
Roof		Roof	
Gutter System		Gutter System	
TOTAL BID		TOTAL AWARD	

The Contractor agrees to complete the work identified in this document at 500 West Mahoning Street, Punxsutawney, PA in accordance with these specifications for the amount quoted for each item and/or section. CAI reserves the right to eliminate any items and/or sections from the work to be completed. Payment will be made upon completion of the work by sections after the work passes building code and CAI inspections, 10% which will be held until after the entire job is complete and passes required final inspections.

Should unforeseen conditions arise, a change to the amount of this Agreement may be granted but only if there is a properly executed change order signed by both parties identifying the change in work and associated cost.

Contractor:

Pennsylvania Contractor License Number: _____

Company Name: _____

Address: _____

Telephone Number: _____

Name and Title of Owner/Officer: _____

Signature (Owner/Officer): _____ **Date:** _____

Upon written acceptance by the Chief Executive Officer (CEO of Community Action, Inc., this document becomes a legal binding contract.

Signature: _____ **Date:** _____

Misty S. Fleming, CEO

Submit bids on this form to Community Action, Inc., 105 Grace Way, Punxsutawney, PA 15767-1209. All bids must be received by 4:30 p.m. on Friday, October 18, 2024. Bid opening will be on Monday, October 21, 2024 @ 10:00 a.m. at 105 Grace Way, Punxsutawney, PA 15767-1209. Questions may be directed to Robert Cardamone at (814) 938-3302, ext. 219. Community Action, Inc. reserves the right to reject any or all bids.