



CITY OF SPARTA
6 Liberty Square
P.O. Box 30
Sparta, Tennessee 38583
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CITY OF SPARTA

Request for Bids

Electric Roof Repair

Thursday, October 15, 2026 at 2:00 pm

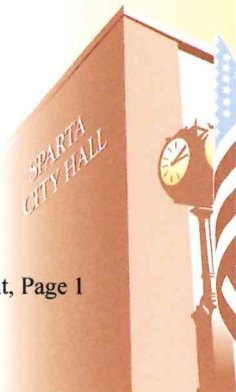
The City of Sparta, Tennessee will receive sealed bids for Roof Repair and Waterproofing of the Electric building until 2:00 p.m. on Thursday, October 15, 2026th at which time they will be publicly opened and read aloud.

Bids must be enclosed in a **sealed** envelope and shall be addressed to the City Administrator Sparta City Hall, 6 Liberty Square, PO Box 30, Sparta, Tennessee 38583. Bids must be marked **"Electric Roof Repair"** on the front of the envelope. **All bids must be signed.**

No bid may be withdrawn for thirty (30) days from the date of the opening. Purchase orders will be issued only after approved by the Sparta Board of Mayor and Aldermen.

The City of Sparta reserves the right to reject any, or all proposals, to waive any irregularities in a proposal, to make awards to more than one vendor, to accept any part or all of a bid, or to accept the bid, (or bids) which in the judgment of the Board of Mayor and Alderman of the City of Sparta is in the best interest of the City.

The City of Sparta does not discriminate based on race, color, or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000d)



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I. Scope of Work

The successful bidder shall provide all labor, materials, equipment, supervision, and incidentals necessary to properly repair, seal, and waterproof the existing metal hip roof.

The work shall include, but not necessarily be limited to, the following:

1. Roof Inspection
 - Thoroughly inspect the existing metal roofing system for leaks, damaged areas, loose or missing fasteners, deteriorated sealants, open seams, penetrations, flashing deficiencies, and other conditions affecting the roof's watertight integrity.
 - Identify areas requiring repair prior to application of sealants or waterproofing materials.
2. Metal Roof Repairs
 - Repair or replace damaged, loose, deteriorated, or missing metal roofing components as necessary.
 - Repair areas of corrosion or deterioration where appropriate.
 - Replace missing or defective screws and fasteners with appropriate roofing fasteners.
 - Repair open or separated seams and joints.
 - Repair or properly seal roof penetrations, transitions, flashing, and other potential sources of water intrusion.
3. Cleaning and Surface Preparation
 - Properly prepare the existing metal roof before applying sealants or waterproofing materials.
 - Remove loose debris, dirt, deteriorated coatings, loose rust, failed sealants, and other materials that would prevent proper adhesion.
 - Surface preparation shall be performed in accordance with the manufacturer's requirements for the proposed waterproofing system.
4. Sealing
 - Seal roof seams, joints, fasteners, penetrations, flashing, transitions, and other areas susceptible to water intrusion.
 - Use commercial-grade sealants and materials specifically designed for use with metal roofing systems.
 - All existing failed sealant shall be removed and replaced where necessary.

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5. Waterproofing

- Apply a complete waterproofing/coating system suitable for the existing metal roof.
- The waterproofing system shall be designed for exterior commercial metal roofing applications and shall be compatible with the existing roof substrate and repair materials.
- Application shall comply with the manufacturer's written specifications regarding surface preparation, coverage rate, thickness, curing, temperature, and weather conditions.

6. Hip, Ridge, Flashing and Transition Areas

- Inspect and repair all hip and ridge areas for gaps, failed sealants, loose materials, or other deficiencies.
- Properly seal all transitions between roof sections and around flashing.
- Ensure all repaired areas are watertight upon completion.

7. Drainage

- Inspect roof drainage areas, gutters, downspouts, valleys, and drainage paths, where applicable, to ensure that debris or repair materials do not interfere with proper water drainage.

8. Final Inspection

- Upon completion, the contractor shall inspect the entire roof and correct any areas that do not provide a watertight finished system.
- The work area shall be left clean and free of construction debris, discarded materials, and equipment.

9. Pre-Proposal:

Building: Sparta Electric & Public Works
Address: 545 E. Bockman Way
Approx Sq. Footage of Roof 11,700 sq ft
Sparta, Tennessee

Contractors are encouraged to inspect the roof and building prior to submitting a bid.
Arrangements for an inspection may be made by contacting:

Contact: Tommy Johnson
Phone: 931-738-2281
Email: t.johnson@spartatn.gov

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II. Insurance

Upon award, certificates of insurance must be provided to the City of Sparta which indicates that the vendor carries at least the following minimum levels of insurance:

- a. Worker's Compensation, which meets the statutory requirements of the State of Tennessee.
- b. General Liability coverage with bodily injury and property damage limits of not less than \$700,000 per occurrence, \$300,000 per single person and \$100,000 property coverage.
- c. Automobile Liability coverage (if applicable) with bodily injury and property damage limits of not less than \$700,000/\$100,000 which protects your company during the time vehicles are used in connection with work commissioned by the City of Sparta.
- d. Upon award, the City of Sparta must be added as an additional named insured as respects to this contract.
- e. A thirty (30) day cancellation notice must be provided.
- f. Any and all subcontractors must supply the above listed insurance requirements.

III. Safety & Protection

- a. The vendor shall be solely and completely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. Furthermore, the vendor is solely responsible for the training of all their employees on all safety issues as required by OSHA regulations for the project. The vendor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent injury to, all employees on the work site and other persons including but not limited to, the general public who may be affected thereby. All work is to be done as required by OSHA.
- b. The vendor shall be responsible for providing and for the placement of barricades, tarps, plastic, flag tape and/or other safety equipment required to protect the surrounding areas, equipment and vehicles.
- c. The City of Sparta does not assume any responsibility for the protection of or for loss of materials, from the time that the contract operations have commenced until the final acceptance of the work by the project manager. The vendor is responsible for training their employees in Safety and Health Regulations for the job, assuring compliance with Tennessee Occupational Safety and Health Regulations and any other Regulatory Agency.

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- d. The successful vendor shall ensure that its employees observe and exercise all necessary caution and discretion so as to avoid injury to person or damage to property of any and all kinds.
- e. All buildings, and furnishings shall be protected by the vendor from damage, which might be done or caused by work performed under this contract. Such damages to the foregoing shall be repaired and/or replaced by approved methods so as to restore the damaged areas to their original condition at the expense of the vendor.

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Date: _____

Printed Name and Title _____

Company Name _____

Street Address _____

City/State/Zip _____

Telephone Number _____

Fax Number _____

Cell Number _____

Vendor's e-mail address (Please Print Clearly) _____

Calendar days required to complete job after notice to start is issued _____

Total to repair roof \$ _____

Signature of bidder _____

Iran Divestment Act Tenn. Code Ann. 12-12-106

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to 12-12-106.

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For Title VI and IX compliance, it is requested that the following information be voluntarily disclosed and returned with your proposal:

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GENDER: _____ Male _____ Female

RACE: _____ Caucasian _____ African American

_____ Other (Please Specify)