



**CITY OF SPARTA**  
**Request for Bids**  
**WWTP Roof Replacement**  
**Thursday, June 13, 2024 at 2:45 pm**

CITY OF SPARTA  
6 Liberty Square  
P.O. Box 30  
Sparta, Tennessee 38583  
931.836.3248  
931.836.3941 fax  
www.spartain.com

The City of Sparta, Tennessee will receive sealed bids for Roof Replacement of two buildings at the Waste Water Treatment Plant until 2:45 p.m. on Thursday June 13<sup>th</sup> 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 **“WWTP Roof Replacement”** 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No bid may be withdrawn for thirty (30) days from the date of the opening.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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**1. Scope of Work**

Work to be performed includes removing existing shingles and replace with 3 Tab architectural shingles. If any roof damage is found after removing shingles the damage is to be repaired before new shingles are installed. Price per sq. ft. to replace any damaged decking must be stated in the bid. Vendor shall remove excess and waste materials from the site. Such materials shall be disposed of in accordance with all local, state and federal regulations. At the end of the projects, each of the areas is to be cleaned and “swept” with a magnet to remove nails on the grounds.

**2. Pre-Proposal:**

A pre-bid inspection is **required** for interested bidders. Bidder may contact Dillard Quick, Public Works Director, 931-212-7231 or Brandon Young at the WWTP, 931-738-3290, to schedule an appointment to evaluate the buildings.

**3. 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.

**4. 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

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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.
  
- 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 \_\_\_\_\_

Bid for Building #1 \$ \_\_\_\_\_

Bid for Building #2 \$ \_\_\_\_\_

**Total to re-roof all buildings \$ \_\_\_\_\_**

Price per Sq. Ft. to replace decking \$ \_\_\_\_\_

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)