

City of Harriman

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Subject: Bid Invitation - Roof Shingle Replacement and Ridge Vent Installation at City of Harriman -Public Library

The City of Harriman is seeking bids for the replacement of **shingles and installation of ridge vents on the library roof., located at 601 Walden Ave, Harriman, TN 37748.** We invite qualified contractors to submit their bids for consideration.

Project Overview: **The project involves the removal and replacement of shingles on the library roof and the installation of ridge vents. The objective is to enhance the roof's durability, improve ventilation, and ensure the long-term integrity of the library's structure.**

Bid Submission Requirements: Interested contractors are requested to provide the following information as part of their bid submission:

1. Company Information:
 - Company name, address, and contact details.
 - Proof of registration and relevant licenses.
2. Experience and References:
 - Summary of your company's experience in roofing projects, specifically shingle replacement and ridge vent installation.
 - References from previous clients for similar projects.
3. Scope of Work:
 - Detailed description of the proposed approach for shingle removal and replacement and ridge vent installation.
4. Project Timeline:
 - Proposed start and completion dates for the project.
 - Any potential factors that may impact the timeline.
5. Pricing:

- Breakdown of costs for shingle removal & replacement, disposal of old materials, labor, materials, and any additional expenses.
- Any potential allowances or contingencies.

6. Insurance and Licensing:

- Proof of insurance coverage, including general liability and worker's compensation.
- Documentation of any required licenses or permits necessary for the project.

Submission of Bids: Bids must be submitted no later than **July 28, 2023**, either via email (**scott.mason@cityofharriman.net**) or in a sealed envelope delivered to the **City of Harriman; 408 N. Roane Street; Harriman, Tennessee 37748. Bids should be clearly marked "Bid for RoofShingle Replacement and Ridge Vent Installation – City of Harriman - Public Library"**

Evaluation and Selection: Bids will be evaluated based on the following criteria:

- Qualifications and experience of the contractor.
- Compliance with bid requirements and specifications.
- Competitive pricing.
- Ability to meet the project timeline.

Please note that the City of Harriman reserves the right to reject any or all bids, to waive any informality in the bidding process, and to accept any bid that is deemed to be in the best interest of the City.

Should you have any questions or require further information, please contact **Scott Mason** at **(865-882-9414)**. We encourage interested contractors to visit the **library site** to familiarize themselves with the project requirements.

Thank you for considering our bid request, and we look forward to receiving your proposal.

Sincerely,

Scott Mason

Scott Mason

City of Harriman

