

Fayette
COUNTY

"WHERE QUALITY
IS A LIFESTYLE"

PURCHASING DEPARTMENT
140 STONEWALL AVENUE WEST, STE 204
FAYETTEVILLE, GEORGIA 30214
PHONE: 770-305-5420
www.fayettecountyga.gov

November 13, 2014

Subject: Request for Proposals #P911 Fayette County Historic Courthouse Roof Repair

Gentlemen/Ladies:

Fayette County, Georgia is seeking proposals from qualified roofing contractors that specialize in slate roof repair/restoration and new installation. You are invited to submit a proposal in accordance with the specifications and information contained herein. All required information shall be included with your proposal.

A pre-proposal conference will be held at 2:00PM on Tuesday, December 2, 2014 at the Fayette County Historic Courthouse, 200 Courthouse Square in Fayetteville, GA 30214. All companies and interested parties are invited and strongly urged to attend. This will be the opportunity to view the roof, voice all questions, concerns and comments about this request for proposal and have them addressed. It is important that you attend.

All questions and inquiries concerning this request for proposals or the specifications shall be addressed in writing to Trina C. Barwicks, Contract Administrator of Purchasing, 140 Stonewall Avenue West, Suite 204 in Fayetteville, Georgia 30214 from 8:00AM to 5:00PM. The telephone number is (770) 305-5420, Fax: (770) 719-5515 and/or Email Address: tbarwicks@fayettecountyga.gov. Any deviations from this procedure for questions or information pertaining to this request for proposals may result in your proposal being rejected.

All prices shall be F.O.B. Destination, Fayette County. Be sure to include the **proposal number** and **reference** along with your company's name and address on the **sealed** envelope in which the proposal is returned.

PROPOSAL MUST BE SUBMITTED TO:
FAYETTE COUNTY PURCHASING DEPARTMENT
140 STONEWALL AVENUE WEST, SUITE 204
FAYETTEVILLE, GEORGIA 30214
PROPOSAL #P911
**REFERENCE: FAYETTE COUNTY HISTORIC
COURTHOUSE ROOF REPAIR**

November 13, 2014

PROPOSAL #P911

Proposals will be received at the above address until 3:00pm, Tuesday, December 16, 2014 in the **Purchasing Department, Suite 204**. Proposals will be opened at approximately 3:00pm, Tuesday, December 16, 2014 and the names of the companies that responded will be read. Proposals must be signed to be considered. Late proposals will not be considered. Faxed/Emailed proposals will not be considered.

If this request for proposal is downloaded from our web site, it is the responsibility of the individual or company that downloads this request for proposal to continue to check the Fayette County web site for any addenda that might come out for this request for proposal and are posted on the Fayette County web site. Fayette County shall not be responsible for any information that any individual or company fails to get in an addendum that is posted on the Fayette County web site but is not downloaded. However, if the Fayette County Purchasing Department mails the request for proposal to a company or individual, we will keep a record of who we mailed that request for proposal to and all addenda for that request for proposal will also be mailed to those companies or individuals.

Note: The name of the companies that respond to this request for proposals will be posted on the Fayette County website within 3 business days after the proposal opening.

There is no set time for an award to be made, as the proposals have to be evaluated. If an award is not made within 60 days of the proposal opening, an update will be posted on the Fayette County website.

If this proposal is awarded; once everything has been received by the successful company and the award is completed, that information will be posted on the Fayette County website. Please keep this procedure in mind.

Sincerely,



Ted L. Burgess
Director of Purchasing

TLB/tcb

GENERAL TERMS AND CONDITIONS

1. **Definitions:** The term "contractor" as used herein and elsewhere in the Terms and Conditions shall be used synonymously with the term "successful offeror." The term "county" shall mean Fayette County, Georgia.
2. **Preparation of Offers:** It shall be the responsibility of the offeror to examine specifications, scope of work, schedule and all instructions that are part of this request for proposal. Failure to observe any of the instructions or conditions in this request for proposal may result in rejection of the offer.

All of the specifications and information contained in this request for proposal, unless specifically excepted in writing by the offeror and such exceptions being included with the offer, will form the basis of the contract between the successful offeror and the county. The offeror should take care to answer all questions and provide all requested information.

3. **Submission of Offers:** Offerors must submit their proposal, along with any amendments issued by the county, in a sealed opaque envelope with the following information written on the outside of the envelope:
 - a. The offeror's company name,
 - b. The Request For Proposals (RFP) number, which can be found in the cover letter to the request for proposals document or on the web site, and
 - c. The "reference" which identifies the proposal, which can be found in the cover letter or the web site.

Mail or deliver one (1) unbound original proposal (paperclip or binder clip acceptable, no staples), signed in ink by a company official authorized to make a legal and binding offer, two (2) copies and one (1) copy on USB Drive or CD Disk, to:

Fayette County Government
Purchasing Department
140 Stonewall Avenue West, Suite 204
Fayetteville, GA 30214

Attention: Contracts Administrator

4. **Timely Receipt:** Offers not received by the time and date of the scheduled proposal opening will not be considered, unless the delay is a result of action or inaction of the county.
5. **Open Offer:** The offer, once submitted and opened, shall remain open for acceptance for a period of at least ninety days from the date of the opening unless this time-frame is specifically excepted to in your offer.
6. **Corrections or Withdrawals:** The offeror may correct a mistake, or withdraw a proposal before the proposal opening date by sending written notification to the Director of Purchasing. Proposals may be withdrawn after the opening only with written authorization from the Director of Purchasing.

The county reserves the right to waive any defect or irregularity in any proposal received.

In case of discrepancy between the unit price and the extended or total price, the unit price shall prevail.

7. **Trade Secrets - Confidentiality:** A proposal is a public record, except for material which qualifies as trade secret information. To keep this information confidential, a proposer must submit trade secret materials in a separate, sealed envelope marked "Trade Secret – Confidential and Proprietary Information – Do Not Disclose Except for the Purpose of Evaluating this Proposal." Each page in the envelope should be stamped or otherwise marked designating it as trade secrets or confidential. Do not attempt to designate the entire proposal as a trade secret, and do not attempt to designate pricing information as a trade secret, as doing so may result in your proposal being disqualified. See O.C.G.A. 50-18-72 as amended by 2012 H.B. 397 for specific Georgia law on this subject.
8. **References:** Offerors shall submit with proposals a list of three (3) jobs the offeror has done that are of the same or similar nature to the work described herein. For each job listed include a brief description of the work, a contact person, mailing address, valid telephone number and the date job was completed.
9. **Evaluation of Offers:** The evaluation of offers and the determination as to acceptability of services offered shall be the responsibility of the county. Accordingly, to insure that sufficient information is available, the offeror may be required to submit literature, samples, or other information prior to award. The owner reserves the right to obtain clarification or additional information from any firm regarding its proposal. The owner reserves the right to select a responsive, responsible firm on the basis of best value that is deemed to be most advantageous to the owners. The owner further reserves the right to reject any proposal, or all proposals, and to re-release the request for proposals.
10. **Non-Collusion:** By responding to this request for proposals, the offeror shall be deemed to have represented and warranted that the proposal is not made in connection with any other offeror submitting a separate response to this request for proposals, and is in all respects fair and without collusion or fraud.
11. **Ability To Perform:** The offeror may be required, upon request, to provide to the satisfaction of the county that he/she has the skill, experience and the necessary facilities, as well as sufficient financial and human resources, to perform the contract in a satisfactory manner and within the required time. If the available evidence is not satisfactory to the county, the county may reject the offer.
12. **Arrears:** Proposals will not be accepted from any person, firm, or corporation who is in arrears in any debt or obligation to the county.
13. **Notice to Proceed:** The County shall not be liable for payment of any work done or any costs incurred by any offeror prior to the county issuing a written notice to proceed.
14. **Patent Indemnity:** The contractor guarantees to save the county, its agents, officers, or employees harmless from liability of any kind for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or

used in the performance of the contract, for which the contractor is not the patentee, assignee or licensee.

15. **Indemnification:** The successful offeror shall defend, indemnify and save the county and all its officers, agents and employees harmless from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful offeror, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from proposal award. The successful offeror shall pay any judgment with cost which may be obtained against the county growing out of such injury or damages.
16. **Non-Assignment:** Assignment of any contract resulting from this request for proposal will not be authorized.
17. **Insurance:** The successful offeror shall, without expense to the county, carry the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits set forth as follows:
 - **General Liability Insurance:** \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.
 - **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
 - **Worker's Compensation:** Workers Compensation as required by Georgia statute.

Before a contract with the successful responder is executed, the successful responder shall provide Certificates of Insurance for all required coverage. The successful offeror can provide the Certificate of Insurance after award of the contract, but must be provided prior to execution of the contract document by both parties. The certificate shall list an additional insured as follows:

Fayette County Board of Commissioners
140 Stonewall Avenue West
Fayetteville, GA 30214

18. **Termination for Cause:** The County may terminate the contract for cause by sending written notice to the contractor of the contractor's default in the performance of any term of this agreement. Termination shall be without prejudice to any of the county's rights or remedies by law.
19. **Termination for Convenience:** The County may terminate the contract for its convenience at any time with 30 days' written notice to the contractor. In the event of termination for convenience, the county will pay the contractor for services performed. The county will compensate partially completed performance based upon a signed statement of completion submitted by the contractor, which shall itemize each element of performance completed.
20. **Site Conditions:** Offerors are urged to visit the site to familiarize themselves with site conditions.

Upon submission of an offer, it is understood that the offeror is acknowledging his acceptance of all site conditions.

21. **Bid Bond:** Proposals shall include a bid bond equal to five percent (5%) of the total amount bid. Bid bonds shall be provided by a surety which appears on Georgia's list of approved sureties administered by the State Insurance Commissioner, or the U.S. Treasury's list of approved bond sureties (Circular 570).

22. **Performance and Payment Bonds:** Prior to execution of a contract, the successful responder shall submit performance and payment bonds, each equal to 100 percent of the contract value, provided by a surety which appears on Georgia's list of approved sureties administered by the State Insurance Commissioner, or the U.S. Treasury's list of approved bond sureties (Circular 570).

Fayette County, Georgia
Checklist of Required Documents

(Please Return This Checklist with Your Proposal)

PROPOSAL #P911 FAYETTE COUNTY HISTORIC COURTHOUSE ROOF REPAIR

Be sure to include with your proposal:

- Work Authorization Documents: Contractor Affidavit _____
- Bid bond _____
- Completed RFP _____
- Fee Proposal sheet _____
- Company information – on the form provided _____
- References – on form provided _____

COMPANY NAME: _____

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Fayette County, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

RFP #P911 FAYETTE COUNTY HISTORIC COURTHOUSE ROOF REPAIR

Name of Project

FAYETTE COUNTY BOARD OF COMMISSIONERS

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 2014 in (city) _____, (state) _____

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 2014.

NOTARY PUBLIC

My Commission Expires:

FAYETTE COUNTY HISTORIC COURTHOUSE ROOF REPAIR

I. INTRODUCTION

Fayette County is seeking proposals from qualified roofing contractors for repair of the slate roof, and replacement of the copper gutters, on the historical court house. The contractor should specialize in slate roof repair/restoration and new installation. This contractor should have the experience and expertise to perform repairs to the damaged Historic Courthouse roof that will include, but not be limited to , replacing broken, cracked, or dislodged slate, replacing gutters, replacing hip ridge caps, cleaning mildew and replacing a small section of asphalt roof with a slate roof. All work must be done to an acceptable slate roofing standard such as that established by the SRCA. Contractor should present a proposal that demonstrates their experience and qualifications to perform work that meets the specifications contained herein.

II. BACKGROUND

Our roofing project is one phase of several to provide progressive restoration of the Historic Fayette County Courthouse located in the heart of downtown Fayetteville, Georgia. Many activities and events are planned throughout the year around this historic building. It has become more apparent, even to the casual observer that the roof, gutter and building are weathering and in a state of decline. To address that initial observation, Fayette County feels that restoration and/or replacement of various elements is needed to maintain its aesthetic appeal in the community. Our initial restoration focus is to begin at the roof and continue restoration efforts throughout the remaining exterior of the building. The Old County Courthouse building is listed on the National Register of Historical Buildings, #80001020, and is located at 200 Courthouse Square, in Fayetteville, Georgia.

This historic building has an existing slate roof that we understand to be approximately 32 years old. It was installed after a major fire in 1982 at the Historic Courthouse. The Clock Tower was completely built on the ground and installed using a crane and bolted to the ridge at the bottom of the tower. Some of the copper was replaced in 1998. Since that time, we have made periodic maintenance repairs to the roof.

Proposal Format

Proposal should be thorough and comprehensive in scope, and should explain the contractor's basic approach to completing this work. Since award will be made on the information provided, we ask each responder to submit the following information outlined below in the order listed:

1. ***Company Overview and Project Team***– Provide a company overview noting how long the Company has been in the roofing business, and the type of roofing work they typically perform. Provide at least the following roof material breakdown with the approximate percentage of work your company performs.

Type of Roof Construction	% of total company work performed
1. Slate Roof	_____
2. Asphalt Shingle Roof	_____
3. Built-up Roof	_____
4. Membrane-type Roof	_____
5. Other: _____	_____

TOTAL ROOF WORK PERCENTAGE = 100%

The overview should identify by name and title, the primary individual(s) proposed for the oversight/management of this work and what their role and responsibilities will be. Individual resumes may be attached that define the ability of the project team to perform the work.

2. **Defined Scope of Work** – Proposals should describe the contractor’s professional assessment of the job scope per the contract. Scope should identify products and/or materials they plan to use outside what is specified herein. Materials used should enhance the aesthetic appeal and reduce long-term maintenance associated with the roof and gutter system. At a minimum, the County’s goal is to obtain a roof warranty for any major items of work (i.e. gutter system) and material warranties as they apply. Responders should note any material or workmanship warranty(s) they will provide for the roof work or gutter system under this contract.

3. **Fee Schedule**
 - a. Proposals should include a breakdown of associated fees for each major item of work to be accomplished in accordance with the specifications. At a minimum, the following items of work should be included as shown in EXHIBIT A:
 - Replacing broken roof slate with new slate meeting the specifications
 - Replacing damaged copper gutters with new copper gutters with welded joints
 - Replacing metal curved hip roof flashing on bell tower with copper flashing
 - Cleaning of mildew from existing slate
 - Option: Removing rust and Painting metal curved hip roof flashing on bell tower
 - Option: Replace existing shingle roof over North Entrance with a slate roof

4. **Relevant Company/Firm Experience** – Proposals shall describe the company’s experience relative to slate roof restoration projects and new slate roof installation projects on existing buildings. Referenced projects should indicate the contractor’s level of involvement.

5. **Staff Qualifications** – Proposals should include qualifications, pertinent certifications, years of related experience and any other relevant information that can be provided for all key personnel assigned to this project.

6. **Project Schedule** – Include a schedule of how work is planned to proceed once contract is awarded and a notice to proceed is issued. Schedule should include any major project milestones that could impact the time to complete work. Provide estimated time to complete each major item of work.

7. **Client References** – Proposals shall include references, at least three, for work on similar slate roof projects. Include client contact information for each reference (mailing address, phone and email address) along with a short description of the project.

8. **Supplemental Information** – Additional information as required by the Fayette County Purchasing Department (e.g., Company Information Page, Contractor's Affidavit, Bid Bond, and Certificate of Insurance) and any other information deemed appropriate by the responder.

Evaluation and Selection

Proposals will be reviewed by a review committee and will be evaluated according to the following criteria listed in general order of importance.

1. **Scope of work** – Proposals will be scored highest for this category that show the proposed work meets the County's needs as described in this RFP. Proposals should demonstrate that the services offered by the contractor will meet the needs of Fayette County as it pertains to the roofing repair work needed. Lack of detail and/or clarity in the defined scope may result in a proposal being rejected.
2. **Company Experience & Staff Qualifications** – This scoring category is used to rank the Company's experience with doing this type of work as well as the apparent skills and experience of the specific individuals proposed to work on the project. Those that demonstrate specialized experience, training, skills and efficiency in slate roof work will be scored the highest.
3. **Cost** – Evaluation of cost will be based on the pricing submitted for each of the major items of work identified in the EXHIBIT A Fee Schedule attachment.
4. **Reference Input** – References will be checked for all short-listed companies and scoring will be based on comments received. Favorable references and those that reflect similar work will be rated higher.
5. **Schedule** – Schedule should reflect the contractor's typical time associated with completing all significant items of the work for a slate roof repair job of this magnitude. Schedules are to provide as much detail as possible, and should identify critical items of work and material lead times that would automatically extend the schedule if the target date(s) were not met. Schedules will have to be coordinated around Courthouse events that are commonly scheduled around the dates as shown in the attached EXHIBIT B (2014 Calendar). Fayette County does not anticipate any event conflicts for this work, but will provide contractor with the 2015 Calendar once it becomes available and conflicts are evident.
6. **Warranty** – proposals should reflect the installation and material warranties for the products installed and the work performed on this project.

Fayette County may elect to interview one or more contractors prior to making a final award and additional information may be requested at that time.

III. SCOPE OF WORK

GENERAL SPECIFICATIONS

1. All materials and workmanship associated with this project shall meet SRCA (Slate Roofing Contractors Association) and ASTM C 406 (American Society for Testing and Materials) specifications for construction materials, methods and procedures.
2. An inspection report of findings associated with this roof shall be provided. Each respondent is to use this information as they deem necessary to assess the level of work

they will need to perform to restore the roof to an acceptable functional and aesthetic appearance. Each respondent is fully responsible for making their own investigation to satisfy the extent of work needed to fulfill this contract.

3. Contractor shall provide option for replacing existing asphalt shingle roof over the main (i.e., north) entrance with a new slate roof.
4. County expectations are that contractors provides the following project warranties:
 - a. Installation warranty for all gutter replacement work done on the roof.
 - b. 50-year warranty for the copper gutter, hip ridge caps and flashing material installed.
5. Based on our estimates the roof including the clock tower is approximately 5328 sq. ft. (NOTE: Each bidder is responsible for verifying this quantity and should not base their price solely on this measurement).
6. During working hours, the contractor is responsible for roping off the entire work area and placing the appropriate signage to notify pedestrian traffic of the overhead hazards within the work zone area. Since the building will be open for employees and others as work ensues, contractor is responsible to provide canopy or other overhead protection for pedestrians entering and leaving the building through at least one designated access point. During non-working hours, the contractor is responsible for roping, flagging, placing signs, etc. as is reasonable and prudent to warn pedestrians of hazardous areas that are off limits.
7. The contractor is to police the roof and grounds daily and clean up all trash and debris which will be disposed of in the jobsite dumpster supplied by contractor.
8. The contractor shall plan the work around scheduled Main Street events identified in EXHIBIT B that impact the Old Courthouse and grounds immediately adjacent to the Old Courthouse. We will supply the event calendar.
9. Time is of the essence. Contractor will state the expected time that it will take to complete the project from start to finish. Once work has started, contractor shall continue to perform all needed work through completion of the project per the accepted schedule without extended delays or breaks. The exception to this is delays that are outside the direct control of the contractor due to weather or owner scheduling or coordination issues associated with prescheduled events. Upon contract award, contractor shall provide a more defined schedule of activities for the work.
10. Contractor must have at least 10 years' experience installing slate roofs. Contractor shall provide at least three references for slate roof installation projects they completed within the last ten years.
11. Fayette County will have the right to inspect the roof after each critical phase of work is finished.
12. Contractor is responsible to repair or replace, to equal or better condition, any damage caused by them or their subs to the building, sidewalk, landscaping, lighting decor, improvements, etc. within the immediate vicinity of the work.

13. Once contractor has started replacement of existing roof slates, Contractor shall protect all underlying roof material from rain and damage during construction. Contractor shall be responsible to repair or replace any damage to existing roof material, walls, floors, or contents that are damaged as a result of contractors' failure to appropriately cover roof to avoid rainwater entering the building once work has started. Contractor shall maintain a watertight roof during all work tasks and shall insure there are no leaks after the installation is complete. Fayette County's inspection of the clock tower finds that there may be some rainfall accessing this area, but may not necessarily be from the roof. Fayette County has no evidence or history of leaking from the roof within this historic structure.
14. A pre-proposal conference will be held for this project. Interested parties are encouraged to attend.
15. Contractor is responsible for taking photos of all pre-existing damage/issues with the building, sidewalk, lamp post, landscaping, etc. around or within the vicinity of the work and submitting that information to Fayette County prior to mobilizing to the project site.
16. Dumpsters placed on site for the work should not be placed on sidewalk without protecting the sidewalk from cracking. Contractor shall be responsible for repairing all damaged sidewalk due to the work.
17. Contractor should be aware that the grounds around the Old Courthouse contain a working sprinkler system that waters the grass and landscape bed areas. Fayette County does not have an as-built of this system. Fayette County will coordinate a date with contractor to mark each sprinkler head with a marking flag and to test the current condition and/or operation of the system. The contractor is responsible for any damage they may cause to the system due to their work, and shall take the necessary precautions to protect and avoid damage to this system.
18. Contractor shall be responsible for all materials, labor, vehicles, tools, equipment needed to complete the work as contracted.
19. Contractor shall supply a schedule to complete the project.
20. To avoid move-in & move-out cost associated with scaffolding setup/breakdown, it is the intent of Fayette County to provide the needed scaffolding setup for the job. Fayette County will continue with extended building facade repairs after roofing work is done. Contractor should include price in EXHIBIT A for their own scaffolding understanding that Fayette County may elect to provide this service. Contractor shall thoroughly outline any requirements they have for the scaffolding setup within their bid if Fayette County elects to provide this service.

ROOF SPECIFICATIONS

The roof specifications below provide our guide as to the magnitude of work and material quality we require. However, each responder has the freedom to provide an option or alternative material other than those specified, if you recognized there are other value products that will provide the same or better quality, longevity, etc. at a comparable or reduced cost. A price must be given for each item in EXHIBIT A; however, any option or alternative should be noted separately and given its own cost if substituted for the specified product.

21. Contractor is to remove and subsequently replace all existing gutter pans, ridges, base and flashing as noted herein with specified copper products.
22. When providing a complete roof job, the existing roofing product or slate roofing, underlayment, flashings, water table and gutters shall be removed down to the existing wood deck.
23. Fayette County will keep all the copper and slate removed from the roof under this contract unless Fayette County has accepted the contractor's credit for this material. Contractor is responsible for coordinating the immediate delivery of any copper material removed to avoid it being stolen. No storage of that material in the unsecured project dumpster overnight will be permitted. Fayette County will establish an offsite location within 5-miles of the project site for contractor to deliver this material to for storage.
24. A layer of self-adhering bituminous sheet (ice and water shield) shall be installed over any new or existing wood decking that is exposed prior to installing the roof.
25. Contractor is to remove existing gutters and shall install new 20-ounce copper gutter pans with gutter shields as contracted. The gutter will be fashioned to fit the profile of the existing built-in wood trough. All seams, miters, end caps and outlets shall be pre-tinned and sweat soldered watertight. Likewise, new 20-ounce copper pans shall be installed over the ledges, under the gables and tied into the gutter pans. All seams shall be pre-tinned and sweat soldered water tight.
26. Contractor is to replace all existing decorative track lighting located along the existing gutters onto the new gutter system in generally the same location so as to provide the same look when illuminated at night. Fayette County shall approve any modified placement of the lights.
27. Contractor shall install new 12x22 Vermont Black slate, 3/8" to 1/2" thickness, S-1 quality rated. Material shall be installed to conform to ASTM C 406 (American Society for Testing and Materials). Copper slate nails shall be used to secure each slate.
28. Also, new 16-ounce copper base and counter flashing shall be installed along each sidewall in conjunction with the slate installation.
29. The ledges along the base of the slate roof on the clock/bell tower shall be replaced with new 20-ounce copper pans.
30. Install new 16-ounce copper hip ridge caps on the bell tower. The caps shall be fashioned to match existing caps as closely as possible. These caps are to have decorative strip lighting attached to them similar to what is located around the rest of the building. The new hip ridge caps shall be installed with clips that allow the lights to be added at a later date without damaging the new copper. Contractor to submit sample of the hip ridge cap profile for approval by Fayette County prior to installation.
31. All existing ground rods shall remain. Rusted metal roof ornaments shall be sanded and painted a copper color to match the ridge lines. Copper color to be used by contractor is to be submitted and approved by Fayette County.
32. All existing pigeon roosting spikes shall remain, and if removed for the work shall be re-installed back at the same location.

33. The new slate replacement on the clock tower shall match the existing design of the slate as close as possible.

Premier
Roofing
Specialists,
Inc.

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Atlanta, GA 31146
Phone: (770) 366-8407
E-Mail:
Ricardo@premierroofs.com
Web:
www.premierroofs.com



October 14, 2014

OLD
FAYETTE COURTHOUSE

CONDITIONS REPORT

The following conditions report is in accordance with the installation guidelines for copper gutter according to Revere Copper Products, Inc. and the slate roof is in accordance to the National Roofing Contractors Association recommendations.

Inspection limitations and implications during the inspection consisted partially of the clock tower of the old courthouse building. An inspection whose focus was limited do to the certain potentially hazardous area, or conditions at the establishment. Therefore, Premier Roofing has used its professional judgment to determine the necessity.

In inspecting the over all slate material the findings were a combination of Pennsylvania and Vermont slate. Installation pattern witnessed is that of a traditional slate roof which by inspecting it had several signs or areas of improper installation. The roof showed traces of both mildew and efflorescence. However, the quality of the slate material is fair and although some slates show evidence of its nearing the end of its life it is serviceable. The estimated roof life expectancy remaining on the slate is approximately fifteen years. Several loose, cracked, and missing slates can be found through out the entire roof with several troubled areas. Several of the roof repairs performed were inadequately completed; one may refer to photo six for an example. Photo six is an example of what can be found around the perimeter of the slate roof. Signs of over nailed slate were evident. In addition, ridge and hip caps were improperly installed by using rivets.

The inspection of the built in copper gutter revealed several exposed areas through out the gutter system. The most common problem associated with the built-in gutter is the open seams. The open seams are caused by the deterioration of the caulk used in sealing the seams. Copper gutter seams should never be caulked as the copper has a natural expansion and contraction that will eventually cause many caulks to crack. In addition caulks do not hold the longevity that copper material holds. Other findings were related to the decorative lighting installation method used. Several holes were created in the copper gutter. Many screws have lifted and several holes are exposed where evidence of screws once existed. Do to the negligence to the copper gutter, it is beyond repairable and is considered insolvent. The gutter system is no longer serving its purpose.

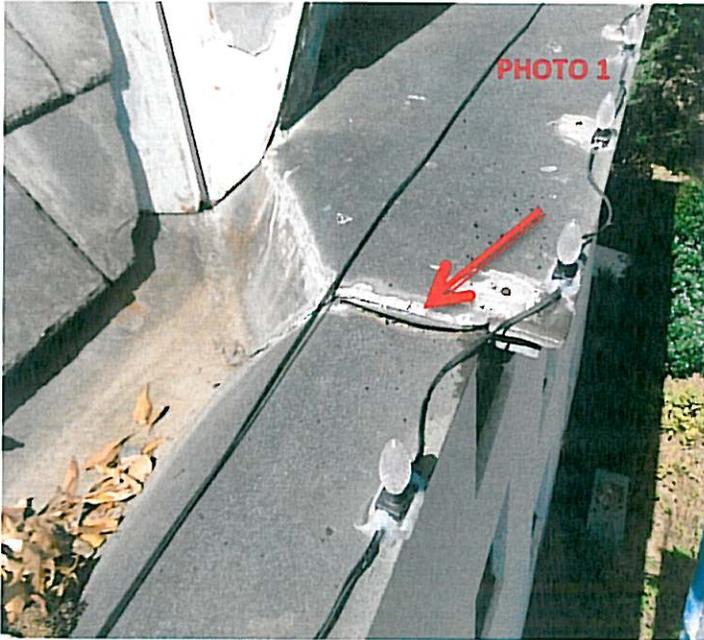
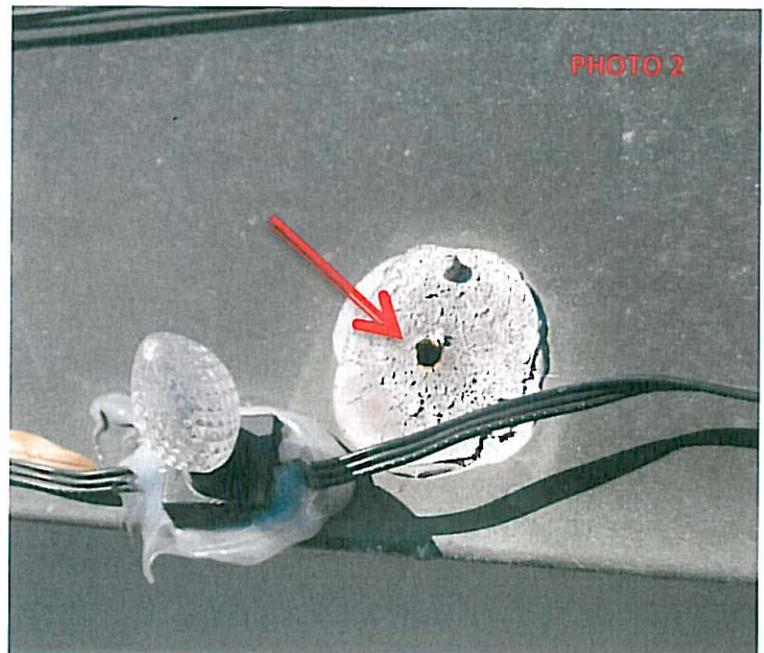


Photo 1: Gutter seams not sealed. Caulk used in sealing gutter joints has deteriorated.

Photo 2: Several extra holes in copper gutter. Seems as though they were created for the installation of the decorative lights.



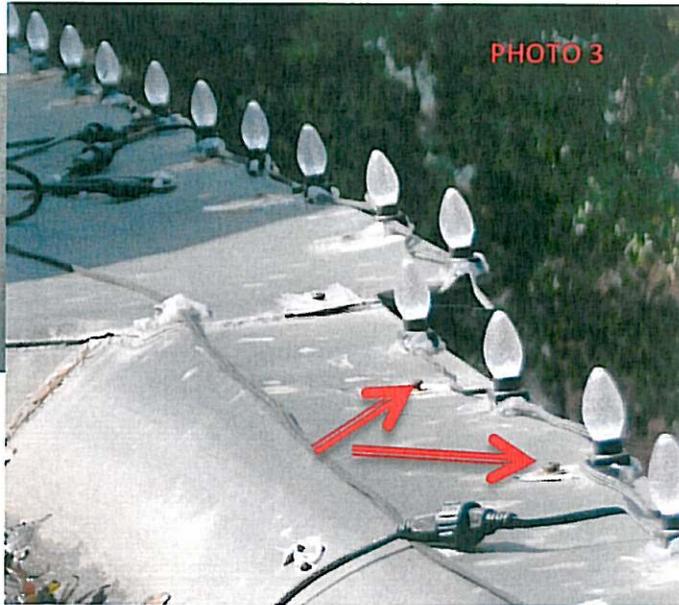


Photo 3: Screws were directly inserted into copper gutter in the installation for decorative light system. Screws have lifted and are no longer flushed to panels.

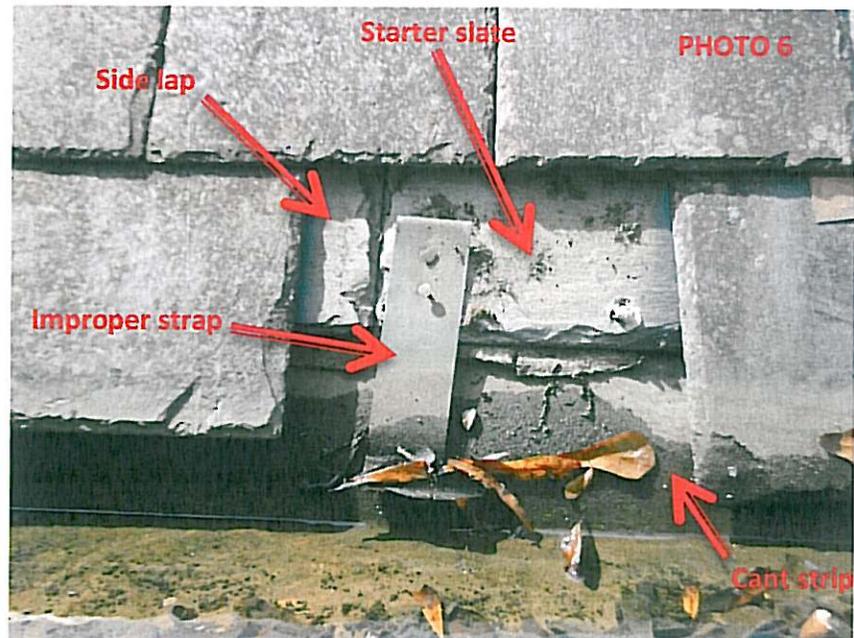
Photo 4: Fallen slate has created holes in copper gutter.





Photo 5: Improper slate installation.

Photo 6: Starter course incorrectly installed. Mistakes made on the installation include orientating the starter slate face-side up, installing no cant strip, inadequate side lap and incorrect use of strap.



FAYETTE OLD COURTHOUSE

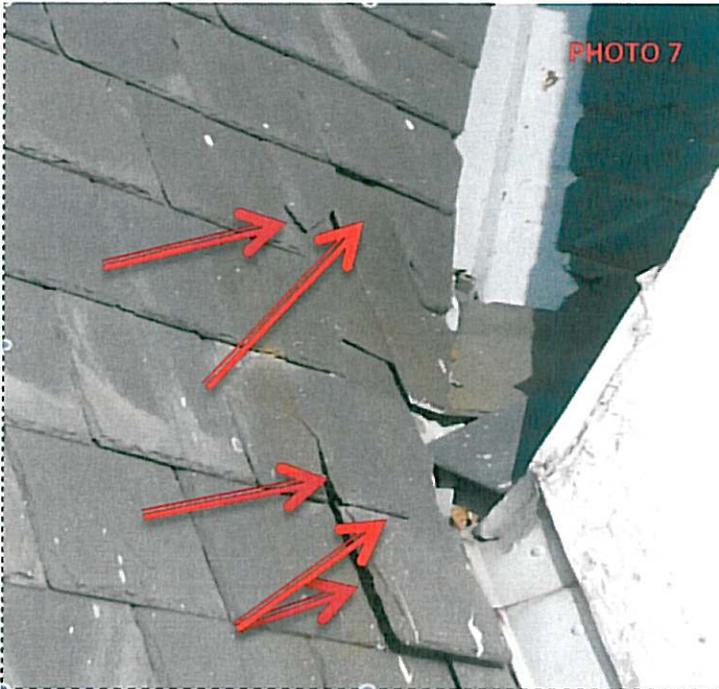


Photo 7: Close up of missing, cracked and over-nailed slate condition.

Photo 8: Several missing and cracked slate tiles throughout the roof.



FAYETTE OLD COURTHOUSE

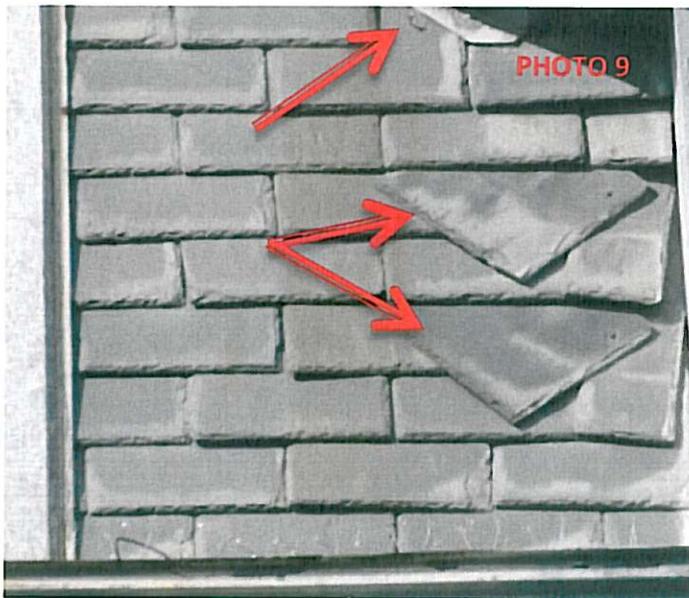


Photo 9 & 10: Examples of close ups of loose slate that are found throughout the roof.



PHOTO 11

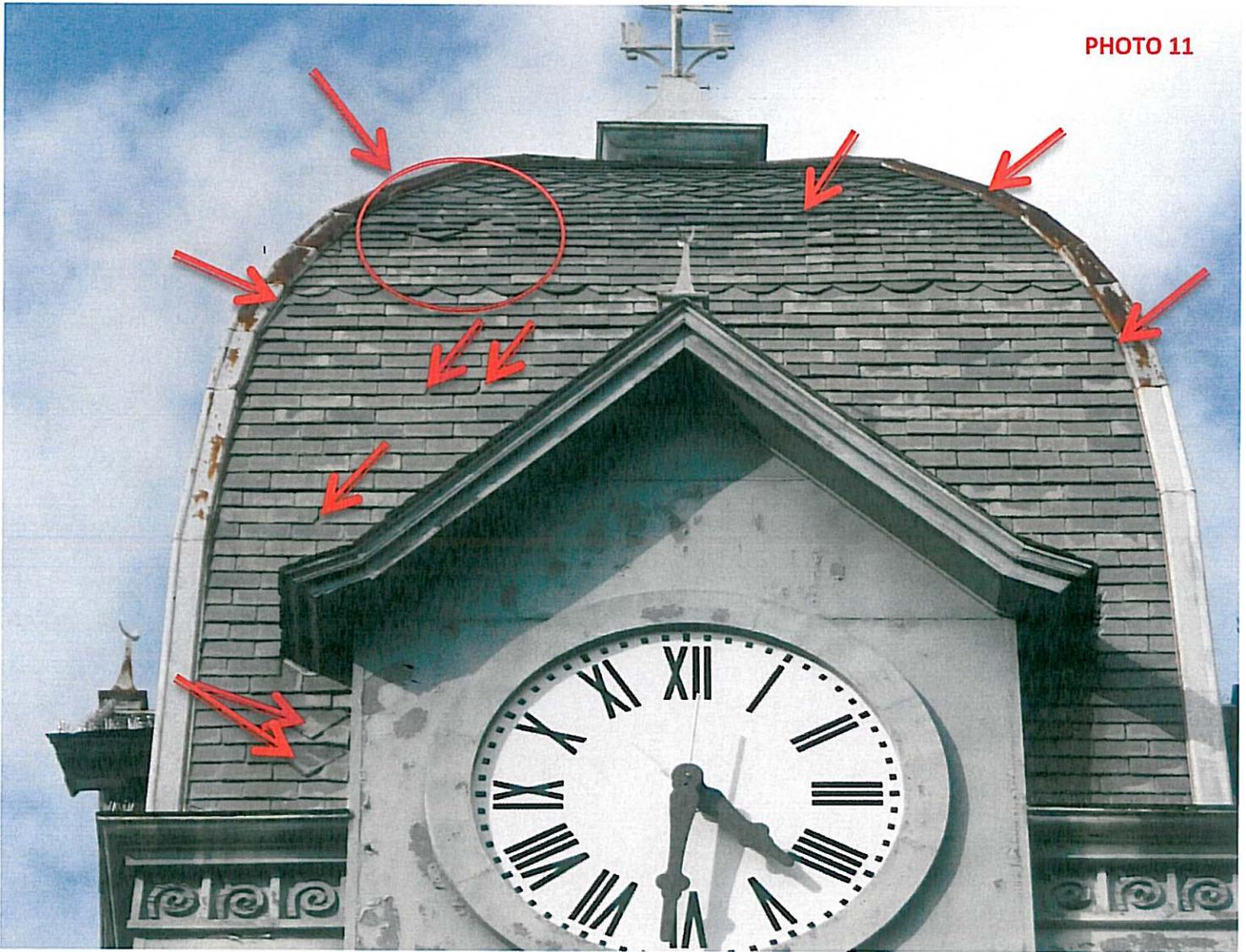
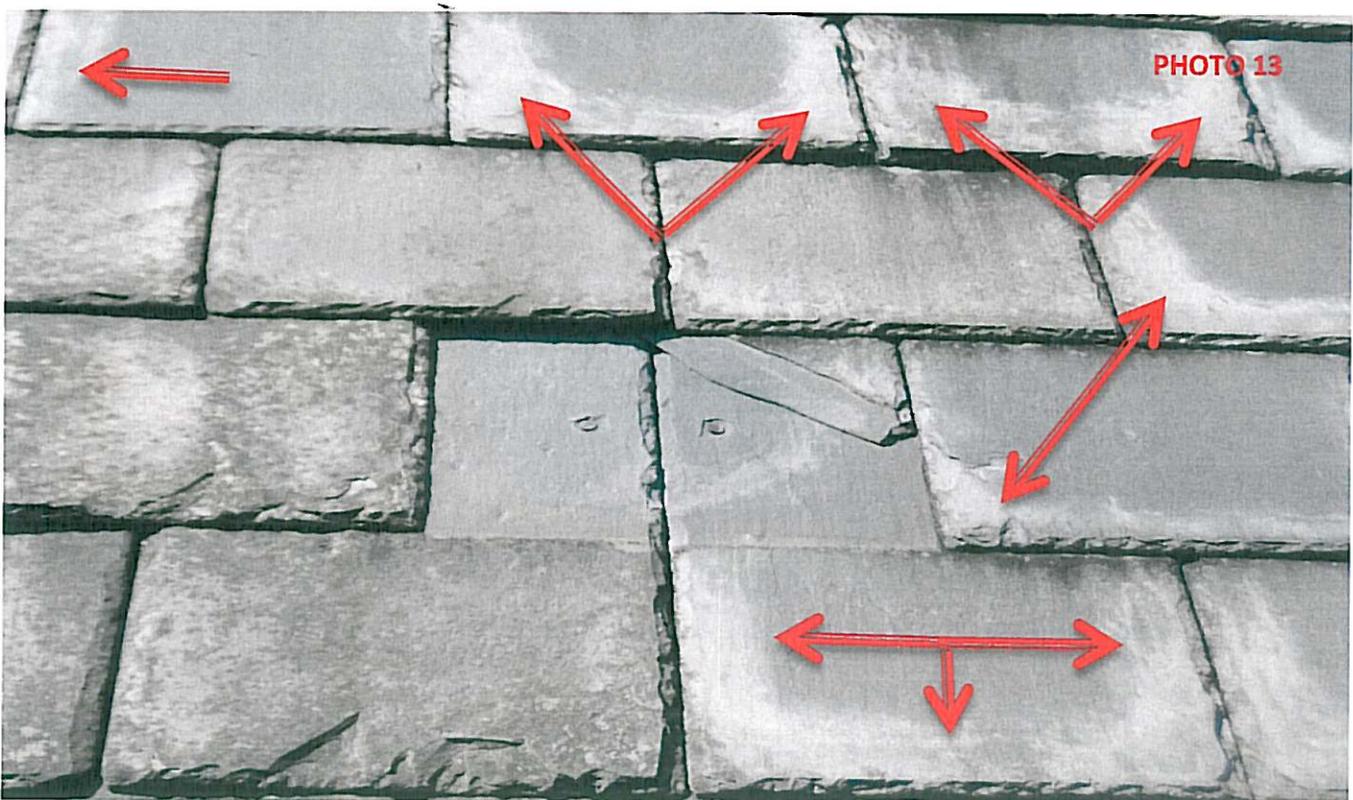


Photo 11: The tower has several cracked, loose and missing slate.



Photo 12 & 13: Deteriorating slate shows a mottled appearance, with white faded patches resulting from exposure to sunlight and moisture. The white areas generally begin at the three exposed sides of a slate, growing towards the center of the slate as a function of time and exposure. The white visible in slate is evidence of efflorescence - lime deposited on the slate surface. If the whole slate is white in color and scaling you should consider the slate to be at the end of its life.



FAYETTE OLD COURTHOUSE

page 10



Photo 14 & 15: Mildew has built up over time and is shown through out the roof.



FAYETTE OLD COURTHOUSE

page 11



Photo 16 & 17: Wood rot is shown in several areas of the woodwork including the decorative swirls.

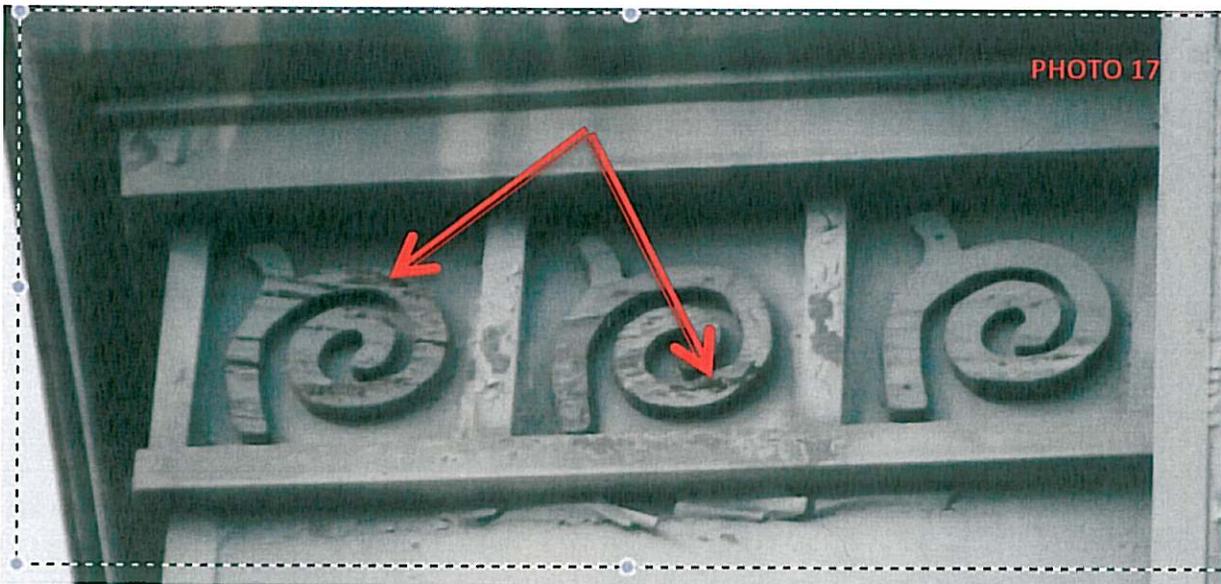
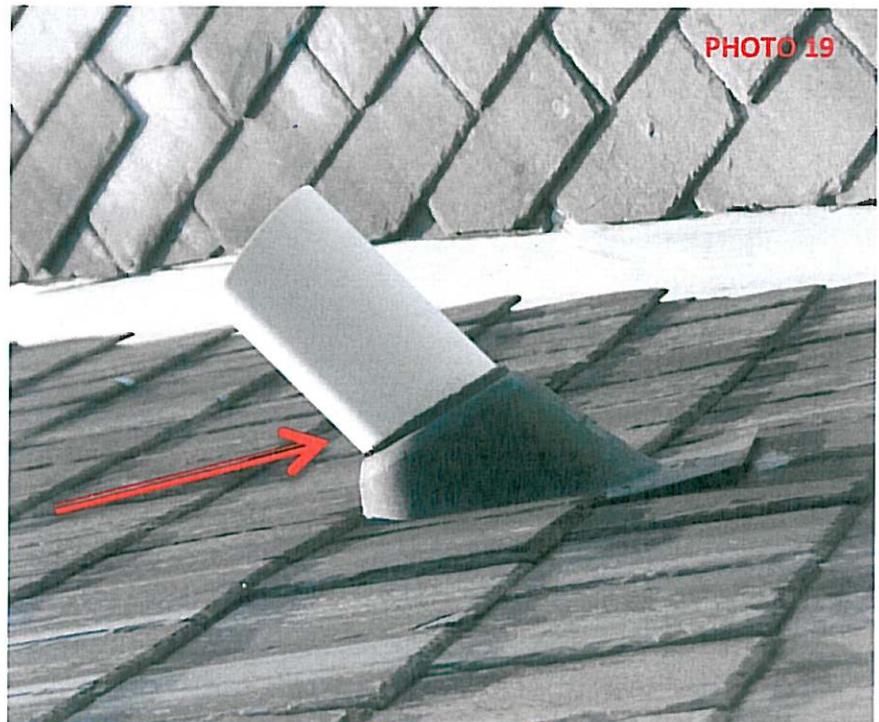




Photo 18: Recommendation, install copper gutter screen.

Photo 19: Recommendation, install copper pipe stack. This will prevent the pipe stack from having to be repaired or replaced prior to slate life.



RECOMMENDATION

My recommendation is to re-slate the roof and re-do the copper gutter system. The recommended slate to use for the roof is that from a Vermont quarry, S-1 rated roofing slate. The size should be that of a 3/8" – 1/2" slate. While the tower roofing slate should be 1/4" to 3/8" slate. The copper gutter system should be re-done in at least a 20 oz. copper material. All seams should be soldered. The gutter system should include a copper gutter screen if an annual maintenance is not going to be followed. All of the flashing should be done in copper. This recommendation reflects the required warranty mentioned in your guidelines.

The roof is serviceable, although not recommended. This is not recommended do to the cost that you will inquire through out the 25 years of service. Repairs are generally not warranted; therefore expect annual repairs to be made until the entire roof is re-roofed. The only repairing that may be done to the copper gutter is to continue caulking all holes and seams. However, this will be a continuous procedure as weathering deteriorates caulk.

In order to keep your slate roof operating and looking its best for many years to come regular maintenance should be performed:

- From the attic, check the roof rafters and roof sheathing for water stains at all the critical areas of the roof, at valleys and hips.
- Clean the gutters periodically to prevent water backup during heavy rain.
- Replace damaged slates promptly. Replacing damaged tiles early will prevent the broken slate from damaging other tiles.
- Keep foot traffic off the roof. If it can't be avoided, the use of soft soled shoes and stepping only on the lower middle of the exposed portion of slate will minimize any possible damage.

Slate roofs are an important design feature on thousands of historical buildings all around the world. By keeping up with yearly maintenance procedures we can preserve them for many years to come.

EXHIBIT A - FEE SCHEDULE
RFP #P911 FAYETTE COUNTY HISTORIC COURTHOUSE ROOF REPAIR

ITEM NO	ITEM DESCRIPTION	UNIT	TOTAL ITEM COST
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A. REQUIRED WORK:

1	Replace broken, damaged, missing or deteriorated slate with new S-1 rated 12x22 Vermont Black slate, 3/8" to 1/2" thick, using Copper slate nails to secure each slate.	LUMP SUM	
2	Replace all existing roof gutters with new 20-oz. copper gutter, with soldered seams. Include clips or some other non-destructive means to reattach existing strip lighting to new gutter system in basically the same location. Contractor to re-attach gutter lights.	LUMP SUM	
3	Replace metal hip ridge caps on bell tower with new 16-oz copper hip ridge caps. Caps shall include clips or other means whereby strip lighting can be attached in the future without drilling into the copper.	LUMP SUM	
4	Copper gutter screen	LUMP SUM	
5	Clean mildew from existing slate	LUMP SUM	
6	Install Scaffolding for roof repair work. <i>Fayette County may elect to provide scaffolding due to other ongoing façade work to begin immediately after roof repair work is done and accepted.</i>	LUMP SUM	
7	Removed slate and copper gutter credit – provide by contractor to Fayette County if contractor desires to keep this material	LUMP SUM	(-)
	TOTAL PROPOSAL PRICE		\$

B. OPTIONS:

1	OPTION: Remove rust from and paint existing metal hip ridge flashing on bell tower	LUMP SUM	
2	OPTION: Replace existing asphalt shingle roof over North Entrance with a slate roof per the specifications	LUMP SUM	

COMPANY NAME: _____

EXHIBIT A - FEE SCHEDULE - CONTINUED
RFP #P911 FAYETTE COUNTY HISTORIC COURTHOUSE ROOF REPAIR

NOTE:

1. A 10% retainage will be withheld from each payment request until project has been signed by Fayette County as complete and accepted.
2. All applicable charges shall be included in your lump sum amounts, including but not limited to materials, labor, and any other amounts. No additional charges will be allowed after the proposal opening.
3. Any options you include in your proposal will not be counted against you in comparison with other bids.

STATE PAYMENT TERMS _____

STATE COMMENCEMENT TIME AFTER NOTICE TO PROCEED _____ DAYS

STATE LENGTH OF TIME TO COMPLETE PROJECT _____ DAYS

COMPANY'S NAME: _____

EXHIBIT B - EVENTS SCHEDULE FOR CALENDAR YEAR 2014

Date	Name of Organization	Contact Person/Phone #	Time	Location Requested	Restrooms	Roads Blocked Off
25-Apr	Fayette Master Gardner Association	Myriam Cousin	After 5:00 p.m.	<u>Government Complex - Under the Awning - on the Sidewalk</u> - They will bring in their plants starting at 5:00 p.m. and will set them up - they have contacted the Marshall and have set something up with them for the plants to be watched throughout the night.		
26-Apr	Fayette Master Gardner Association	Myriam Cousin	8:00 - 2:00p.m.	<u>Government Complex - Under the Awning - on the Sidewalk</u>	JW will coordinate opening and closing of the restrooms	
25-Apr	Fayette County Environmental Management - 7th Annual Earth Day	Nancy Howard	Set up after 5:00 p.m.	<u>Historic Courthouse Grounds</u>	They will provide Porta potties	
26-Apr	Fayette County Environmental Management - 7th Annual Earth Day	Nancy Howard	10:00 - 3:00 p.m.	<u>Historic Courthouse Grounds</u>	They will provide Porta potties	JW notified police and will have Public Works to bring cones over for Nancy to put out to close Road - Jack Detmering Way
3-May	Sam Burch Wedding	Sam Burch		<u>Fayette County Parking Lot</u>		
10-May	Fayette Presbyterian Church - Spring Fling	Scott Deacon	7:00 a.m. - 5:00 p.m.	<u>Gazebo, Parking Lot, Fountain - All government vehicles will need to be moved by 6:00 p.m. on Friday, May 9</u>	JW will coordinate opening and closing of the restrooms	
16-May	Spring Taste of Fayette	Joyce Waits	6:00 p.m.	<u>All government vehicles will need to be moved by 6:00 p.m.</u>	JW will coordinate opening and closing of the restrooms	
18-May	Spring Taste of Fayette	Joyce Waits	Set up around 8:00 - Event ends - at 5:00 - staff not out until around 7:00 p.m.	<u>No Vehicles in the parking lot</u>	JW will coordinate opening and closing of the restrooms	
13-Jun	Delivered Music Festival	Raymonde Neely	6:00 p.m. - to set up stage in the middle of the parking lot	<u>All government vehicles will need to be moved by 6:00 p.m.</u>	JW will coordinate opening and closing of the restrooms	

14-Jun	Delivered Music Festival	Raymonde Neely	6:00 a.m. - for set up and festival starts at Noon - 5:00 p.m.	Gazebo, Parking Lot, Fountain - Stage will be set up in the middle of the parking lot as done in previous years.	JW will coordinate opening and closing of the restrooms	
21-Jun	Fayette Market Day - Note - No Car Show	Joyce Waits	Set up 8:00 - 9:30 a.m. Event Starts at 10:00 - 2:00 p.m.	<u>Gazebo, Parking Lot, Fountain</u>	JW will coordinate opening and closing of the restrooms	
4-Jul	Let Freedom Ring Ceremony - Musket salute at end of ceremony	James Waldrop	2:00 p.m.	<u>Courthouse Grounds</u>	N/A	
19-Jul	Fayette Market Day	Joyce Waits	Set up 8:00 - 9:30 - Event starts at 10:00 - 2:00 p.m.	<u>Gazebo, Parking Lot, Fountain</u>	JW will coordinate opening and closing of the restrooms	
29-Jul	Sesquicentennial/150th of the War Between the States in Fayette Event - Scott has spoke to the COF police regarding stopping traffic at 7:00 p.m. - COF will coordinate this.	Scott Gilbert - 404-449-2521	Start Setting up around 5:00 - event starts at 7:00 p.m. - 8:30 p.m.	<u>Courthouse Grounds</u>		
2-Aug	Back to School Event - All Fees waived per Mr. Rapson - waiting on insurance coverage from FACTOR - emailed Glenda again on 7/8/2014	Glenda Bryant	Set up 7:00 - 8:30 a.m. Event Starts at 9:00 - 1:00 p.m.	<u>Parking Lot, Fountain - All government vehicles will need to be moved by 6:00 p.m. on Friday, August 1.</u>	JW will coordinate opening and closing of the restrooms - JW will also be out of town on August 2. Brian Wismer will be on call - 770-480-1314	
16-Aug	Fayette Market Day	Joyce Waits	Set up 8:00 - 9:30 - Event starts at 10:00 - 2:00 p.m.	<u>Gazebo, Parking Lot, Fountain</u>	JW will coordinate opening and closing of the restrooms	
12-Sep	Fall Taste Of Fayette	Joyce Waits	Set up of tents after 6:00 p.m. on Friday Night.	<u>Gazbo, Parking Lot, Fountain - All government vehicles will need to be moved by 6:00 p.m.</u>	JW will coordinate opening and closing of the restrooms	

14-Sep	Fall Taste Of Fayette	Joyce Waits	Set up starts at 8:00 - event ends at 5:00 p.m. - will not leave until around 7:00 p.m.		JW will coordinate opening and closing of the restrooms	
17-Sep	Bell Ringing Ceremony - with musket salute at end of ceremony - JW will coordinate with police and county marshalls to ensure that they are aware that the musket salute will be taking place.	James Waldrop	Noon - lasts 10 minutes	<u>Courthouse Grounds</u>	N/A	
27-Sep	Fayette Market Day	Joyce Waits	Set up 8:00 - 9:30 - Event starts at 10:00 - 2:00 p.m.	<u>Gazebo, Parking Lot, Fountain</u>	JW will coordinate opening and closing of the restrooms	
11-Oct	Prayer Vigil	Janet Manson	11:30 a.m. - 1:30 p.m.	<u>Fountain - unless under construction</u>	N/A	
11-Oct	Beer Fest	Joyce Waits or Brian Wismer	Details still pending	<u>Courthouse Grounds</u>		
24-Oct	Fayette Market Day and Trick or Treat on Main Street	Joyce Waits		<u>Gazebo, Parking Lot, Fountain - All government vehicles will need to be moved by 6:00 p.m.</u>	JW will coordinate opening and closing of the restrooms	
25-Oct	Fayette Market Day and Trick or Treat on Main Street	Joyce Waits	Set up 8 - 9:30 a.m. - Event goes to 5:00 p.m.	<u>Gazebo, Parking Lot, Fountain - All government vehicles will need to be moved by 6:00 p.m.</u>	JW will coordinate opening and closing of the restrooms	
25-Oct	Chili Fest & Competition (Courthouse Lawn)	Joyce Waits/John Law	Probably Early Set Up - event goes to 3:00 p.m.	<u>Courthouse Grounds</u>		
5-Dec	Decorating the stage	Joyce Waits	During the Day			
6-Dec	Lighting of the Tree and Santa Rides	Joyce Waits	6:00 - 8:00 p.m.	<u>Gazebo, Fountain</u>	JW will coordinate opening and closing of the restrooms	
	Updated August 26, 2014					
	Indicates New Item					

RESPONDENTS'S QUALIFICATION SHEET – PROPOSAL #P911

Please list three (3) references of current or very recent customers who can verify the quality of service your company provides. Projects of similar size and scope are preferred.

REFERENCE ONE

Government/Company Name _____

City _____

Contact Person and Title _____

Phone _____ Contract Period _____

Scope of Work _____

REFERENCE TWO

Government/Company Name _____

City _____

Contact Person and Title _____

Phone _____ Contract Period _____

Scope of Work _____

REFERENCE THREE

Government/Company Name _____

City _____

Contact Person and Title _____

Phone _____ Contract Period _____

Scope of Work _____

COMPANY INFORMATION

Company _____

Physical Address of Business _____

Mailing Address (If Different) _____

Authorized Representative _____

(Print or Type)

Authorized Representative _____

(Signature)

Title _____

Email Address: _____

Telephone Number: _____ Fax Number: _____

Cellular Number: _____