

REQUEST FOR PROPOSAL

Broadwater County Commissioners
Contracted Services
515 Broadway
Townsend, MT 59644

Broadwater County will be accepting sealed responses from qualified contractors for a roof replacement.

GENERAL INFORMATION

The location of the roof replacement is the Sheriff's Office/Detention Center 519 Broadway Townsend, MT 59644. Broadwater County is requesting removal and disposal of existing TPO roof, repair and/or replace damaged insulation, install overboard designed for under TPO roofing, install new service hatch on south side of roof, install new grey 80 mill TPO single ply roof membrane for a high wind area installation, install walkway pads in high traffic areas at hatches and in front of HVAC units.

Disposal of materials will be at county landfill at no cost.
Work must be completed by August 10, 2021.

A walkthrough is encouraged for bidding. Contact Mike Myers at 406-266-9223 or 406-202-8328 to set up a walkthrough. The bidder bears any costs associated with completing the walkthrough.

PUBLIC WORKS CONTRACT

This is a public works contract. Montana Code Annotated §18-2-401, defines a public works contract as a contract for construction services let by the state, county, municipality, school district, or political subdivision or for non-construction services let by the state, county, municipality, or political subdivision in which the total cost of the contract is in excess of \$25,000. If the total cost of the contract exceeds \$25,000, standard prevailing rate of wages for building construction services apply. Mont. Code Ann. §18-2-413. The contractor is required to give preference to the employment of bona fide Montana residents in the performance of the work. Mont. Code Ann §18-2-403. There are several obligations regarding public works contracts contained in Montana Code Annotated §18-2-403, each contractor should understand and consider those requirements when submitting their proposal.

Current prevailing wage rates can be found at: Montana prevailing wage rates for building construction 2020.

<http://erd.dli.mt.gov/Portals/54/Documents/Labor-Standards/BC Final 2020.pdf?ver=2020-01-02-081507-847>

REQUEST FOR PROPOSAL PROCESS

Bids as a result of this Request for Proposal will be mailed to Broadwater County Commissioners at 515 Broadway, Townsend, MT 59644. Offerors must submit the bid sealed

and in writing. They will be received no later than 5:00 pm on June 25th 2021. There are no exceptions to this deadline. Proposals received after the time specified for receipt of proposals will not be reviewed.

All bids will be collected and opened at the Broadwater County Commission meeting on June 28th 2021. All bids will be reviewed by the Broadwater County Maintenance Department Head. Proposals will be evaluated based on the evaluation criteria contained in this Request for Proposal. Once reviewed, recommendations will be made to the Broadwater County Commissioners at a meeting, and the Commissioners will award the contract to the most responsible bidder at the lowest cost.

Although proposals may be accepted and a contract awarded without discussion with the bidder, Broadwater County reserves the right to initiate discussions should clarification or negotiation be necessary. Bidders should be prepared to send qualified personnel to Townsend, Montana to discuss technical and contractual aspects of the proposal.

While Broadwater County has every intention to award a contract as a result of this Request for Proposal, issuance of this Request for Proposal in no way constitutes a commitment by Broadwater County to award a contract. Upon determination such actions would be in its best interests, Broadwater County reserves the right to:

- a) waive any formality;
- b) cancel or terminate this RFP;
- c) reject any or all proposals received in response to this document;
- d) waive any undesirable, inconsequential, or inconsistent provisions of this document, which would not have significant impact on any proposal;
- e) not award, or if awarded, terminate any contract if Broadwater County determines adequate Broadwater county funds are not available.

An award will be made to the bid offered by a responsive and responsible bidder which is determined to best meet the evaluation criteria and is therefore the most advantageous to Broadwater County. Broadwater County will execute a contract with the successful bidder.

Pursuant to Article II Section 9 of the Montana State Constitution and § 2-6-1003 of Montana Code Annotated, all proposed materials will be available for public inspection and copying. In addition, all meetings of the evaluation committee are open to the public for observation.

QUALIFICATIONS

Each bidder will be required to have a valid Montana Public Contractors License. Subcontractors will be required to hold a Montana Public Contractor's License and will be expected to comply with all fair labor practices and must meet the requirements of applicable State statues.

No bidder shall withdraw his bid for at least 30 days after the scheduled time for receipt.

Broadwater County reserves the right to reject any or all bids and to waive any and all irregularities or informalities and the right to determine what constitutes any and all irregularities or informalities.

The successful bidder shall maintain for the duration of the contract, at its cost, primary insurance coverage against claims for injuries to persons or damages to property including contractual liability, which may arise from work performed under this contract. This insurance shall cover such claims as may be caused by any act, omission, or negligence of the bidder or its officers, agents, representatives, assigns or servants. The bidder must provide a certificate for General Liability with a limit of at least \$500,000 to Broadwater County within 10 working days of Notice of Award. This certificate MUST name the Broadwater County as an additional insured under the bidder's policy.

The successful bidder shall keep informed of, and shall comply with all applicable laws, ordinances, rules, regulations and orders of the County, State, Federal or public bodies having jurisdiction affecting any work to be done. The successful bidder shall provide all necessary safeguards for safety and protection set forth by the United States Department of Labor, Occupational Safety and Health Administration.

This solicitation is governed by the laws of Montana. The parties agree that any litigation concerning this request for proposal or subsequent contract must first be brought in the First Judicial District in Broadwater County. Each party shall pay its own costs and attorney fees.

EVALUATION CRITERIA

Cost Analysis: 80 of 100 points

Responsible Bidder: 20 of 100 points

- Bidder has a contractor's license
- Bidder has appropriate insurance and will add Broadwater county as an additional insured.

Publish Dates June 4th, 11th,18th 2021

Sealed bids will be received until June 25th 2021 at 5pm. Located at the Broadwater County Courthouse, 515 Broadway, Townsend, MT 59644 ATTN: MAINTENANCE DEPT. Bids received After June 25th 2021 will not be considered. Bids will be opened at the Commissioners Meeting on June 28th 2021. Bids will be awarded to the lowest responsible bidder on June 30th 2021.