



NOTICE TO BID

The City of Pigeon Forge is accepting sealed bids on the removal of shingles and their replacement on the Trolley Office at Patriot Park.

Specifications may be obtained from the Department of Parks and Recreation office located in the Pigeon Forge Community Center, 170 Community Center Drive, Pigeon Forge TN, 37863. If you need directions, please call (865) 429-7373. Technical questions should be referred to Alan Loy, Building Maintenance Supervisor, who can be reached at (865) 850-4728.

Bids shall be received until 2:00 p.m. on February 6, 2012, at which time they will be publicly opened and read aloud in the conference room of the Pigeon Forge Community Center. Bids must be sealed with bidder's name, address, bid opening time and date, and the quotation "**Bid on Trolley Office Roof**" stated plainly on the outside. **Bids should be mailed to:**

**Department of Parks and Recreation
Attn: John Wilbanks, Director
P.O. Box 605
Pigeon Forge, TN 37868-0605**

No bid may be withdrawn for thirty (30) days.

The City of Pigeon Forge reserves the right to waive informalities, to accept or reject any bid and/or any part thereof, and to accept the bid deemed in the best interest of the City of Pigeon Forge.

Each bidder must complete and sign the Bid Tabulation Sheet.

GENERAL PROVISIONS

Sealed bids, subject to the specifications and conditions contained herein and attached hereto, will be received in the Parks and Recreation Department until but no later than 2:00 p.m. local time prevailing on February 6, 2012, and then publicly opened.

Prices quoted shall not include sales taxes. The successful bidder shall be provided with a tax exemption form, if required, with their city payment.

Any additions, deletions, or variations from the following specifications must be noted.

Upon completion of the job an inspection of the work will be made by an agent of the City of Pigeon Forge, and if found defective or fails in any way to meet the terms of this agreement, it will be rejected. Rejected materials will be replaced at the expense of the bidder.

All technical specifications must accompany bid.

No bid can be withdrawn after the scheduled closing time for receipt of bids for thirty (30) calendar days.

To be considered, your bid must be submitted on a copy of the Invitation to Bid. Bidders shall sign this form in the space provided and return bid document to: Department of Parks and Recreation, P.O. Box 605, Pigeon Forge, TN 37868-0605. Bids shall be returned in a bid envelope sealed with bidder's name, address, bid opening time and date, and the quotation "Bid on Trolley Office Roof" clearly marked on the outside of the envelope. Bids will not be accepted via fax machine.

Time is of the essence and bids received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. The time of receipt shall be determined by the date and time stamped at the Department of Parks and Recreation. Bidders are responsible for deadline indicated. Late bids received will be so noted in the bid file in order that the vendor's name will not be removed from any future bid/vendor list.

SCOPE OF PROJECT

The scope of the project is to remove existing wood shingles, repair any damaged decking and reinstall new shingles according to the specifications below. The project requires approximately 70 squares of shingles.

Successful bidder will be responsible for disposing of all materials in an approved site. The bidder will also have to coordinate his work with the Building Maintenance Supervisor as to the best time to perform the work.

Trolleys will begin their runs on March 12, 2012 and the bidder will have to work around passengers utilizing the trolleys, especially on the east side of the building. Precautions must be taken to insure their safety.

THERE WILL BE A MEETING AT THE TROLLEY OFFICE AT 2:00 PM, FEBRUARY 2 FOR THOSE WHO WANT TO SEE THE JOB SITE. ALAN LOY WILL BE AVAILABLE TO ANSWER QUESTIONS.

SPECIFICATIONS

- Removal and disposal of old cedar shake shingles
- Removal of underlying felt, flashing, and damaged decking
- Remove and replace all vent pipe boots
- Screw down existing decking where needed
- Screw down new decking
- Use #30 felt
- Install new aluminum flashing at exhaust vents, sidewall areas, and all areas where applicable
- Install aluminum drip edge
- Reroof with 30 year dimensional shingle of a color selected by the owner using GAF, Owens Corning, or approved equal
- Cut shingles out of ridge area and install plastic shingle nail over ridge vent
- Utilize dumpster or like container to store waste materials and dispose of in approved site

- Use magnets to insure all roofing nails have been removed from the work site.
- Provide proof of liability insurance in the amount of \$1,000,000 with the City of Pigeon Forge as an additional insured
- Provide proof of workman's compensation insurance

BID TABULATION SHEET
Trolley Office Roof

Price for completion the reroofing of the Trolley Office according to the specifications listed in this document

TOTAL \$ _____

RETURN THIS SHEET WITH BID QUOTE.

We understand that all prices stated do include delivery. Any deviations from the specifications are noted. We understand that this bid may not be withdrawn for thirty (30) days.

Signed: _____

NAME (PRINT)

DATE

TITLE

COMPANY NAME

TELEPHONE NUMBER

ADDRESS

CITY

STATE

ZIP