

**TOWN OF LADY LAKE
REQUEST FOR BID
BID No. 2022-004**

Project Title: Installation of Train Depot and Bath House Roof and Rot Repair

Department: Parks and Recreation
Contact Person: Mike Burske, Parks and Recreation Director
Address: 409 Fennell Boulevard, Lady Lake, FL. 32159
Telephone: (352) 430-0451
Fax: (352) 751-1510
Submittal Date: **Thursday, August 18, 2022**

I. GENERAL INFORMATION

The Town of Lady Lake is advertising this bid for interested parties who are qualified and experienced to provide roof repairs for the Town of Lady Lake. Interested parties will and must submit bids only for what is specified in the bid documents. This bid is for the purpose of selecting a firm(s) to be engaged on a contractual basis for the service stated above.

II. REQUEST FOR BIDS

All bids MUST be in a sealed envelope/box and clearly marked in the lower left corner:

“Bid No. 2022-004: “Installation of Train Depot and Bath House Roof and Rot Repair” and shall be sent to the following address:

Nancy Wilson, Town Clerk
Town of Lady Lake
409 Fennell Boulevard
Lady Lake, FL 32159

All bids must be received in the Office of the Town Clerk prior to 10:00a.m. (EST) on **Thursday, August 18, 2022** and will be immediately opened thereafter. Bids will not be accepted after that date and time under any circumstances. One (1) Original and THREE (3) copies of the BID must be submitted. Bid openings are open to the public. All Bidders and their representatives are invited to be present. Any response received by the Town Clerk after the due date and time specified in this Bid will not be

considered and will be returned unopened. Any Bid or copies that are sent to any other address may be refused and sent back to the Bidder unopened. Bids must be typed or printed in ink. Use of erasable ink is not permitted. All Bids must contain a manual signature of the authorized representative.

The Town of Lady Lake will not be liable for any cost incurred in the preparation of these bids. All Bids received from Bidders in response to this Bid will become property of the Town and will not be returned to the Bidder. In the event of a Contract Award, all documentation produced as a part of the contract shall become the exclusive property of the Town. Responses to this Bid upon receipt by the Town will become public record subject to provisions of Chapter 119 F.S. Florida Public Records Law.

III. SCOPE OF SERVICES (Train Depot/ Bath House Roof)

The following work and services are presented as an indication of the work that will be required under the continuing contract but may not necessarily be all inclusive of work under this contract.

Train Depot and Bath House Roof (building is currently occupied as a museum by the Lady Lake Historical society).

1. Remove existing roof panels on Train Depot and Bath House.
2. Remove and replace all rotted wood associated with the trusses and sheathing on Train Depot AND Bath House. Repairs must look similar to original construction
3. Install metal roof on Train Depot and Bath House. Metal roof color to match, as closely as possible, the existing roof on adjacent building – Lady Lake Log Cabin.
4. Install new 16 inch, 26-gauge Galvalume standing seam metal roof, or equivalent with new trims, rake flashings, drips, and AC flashings. Color to match Log Cabin.
5. This is a lump sum bid. Bids with roof cost and cost per board or per board foot only will be rejected. Must give a lump sum bid for roof and exposed rotted wood with price per extra boards for any unseen rot.

IV. ADDITIONAL REQUIREMENTS

- Line and utility location will be the responsibility of the contractor
- Work area must be kept in a condition that would allow for **SAFE** evening park use.
- Clean up of all debris on a daily basis and at the end of the job
- Work area to be restored to pre-job condition
- The Parks and Recreation Director or other Town designee will coordinate all work.
- All questions for the work should be directed to Mike Burske, Parks and Recreation Director by contacting him at (352) 430-0451 or by email at mburske@ladylake.org
- All permitting is the responsibility of the contractor
- Damage to utilities to include irrigation, phone, power and lighting will fall on the contractor
- **Completion of work will be within 30 days of notice to proceed via e-mail from the Parks and Recreation Director.**
- **Payment for the project will be one lump sum once the project is completed and inspected. No deposit or mobilization fees will be given under any circumstances.**
- **A non-mandatory pre bid/inspection will be held on Tuesday, August 2, 2022 @ 9:00 AM. The location is the Log Cabin located at 106 S. Hwy 27/441 in Lady Lake Fl. 32159.**
- **Proof of liability insurance must be provided by the contractor.**

V. EMPLOYEE LIST: All proposals must include a complete listing of all individuals employed by the firm who will be responsible for performing work under the proposal. The Town shall be authorized to perform a background check of all such employees to determine whether any employees of the firm pose a public safety or security threat or

otherwise place the Town at risk, as determined by the Town. Failure to provide an employee list shall disqualify the firm for consideration under the BID. In the event of a Contract Award, the firm will be required during the term of the Contract to update the list and provide the same to the Town immediately upon hiring

VI. LIMITATION OF LIABILITY: In the event of a contract award, the firm shall be required to indemnify and hold harmless the Town from and against any and all liability, penalties, fines, forfeitures, demands, claims, causes of actions, suits, and costs and expenses incidental thereto (including reasonable attorneys' fees actually incurred) directly arising out of or in connection with the firms' performance under the Contract in as far as such liability is caused by the negligence or willful misconduct of the firm and/or its employees.

VII. STANDARD OF CARE: In the event of a Contract Award, the firm shall maintain Worker's Compensation Insurance at statutory limits. The firm shall be responsible for insuring, at its own expense, against claims resulting from the firm's performance under the the Contract for errors and omissions, personal injury, loss of life, and property damage, under a policy of liability insurance, with limits of at least \$1,000,000. All such policies shall be issued by insurers of recognized responsibility satisfactory to the Town. Within 10 days of being awarded the contract the firm shall furnish the Town with duly executed certificates showing that such insurance is in full force and effect and providing for 30 days' notice to the Town prior to cancellation or termination of any policy.

VIII. PUBLIC ENTITY CRIMES: Pursuant to Section 287.133(2)(a), Florida Statutes, Interested individuals or firms who have been placed on the convicted vendor list following a conviction for public entity crimes may not submit a Proposal on a contract to provide services for a public entity, may not be awarded a consultant contract and may not transact business with a public entity for services, the value of which exceeds CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

IX. CONFLICT OF INTEREST: Disclosure of any conflict of interest due to any other clients, contracts or property interests for this project only. Include a statement certifying that no member of your firm-ownership management or staff has a vested interest in any aspect or department of the Town of Lady Lake.