

CITY OF NORTH LITTLE ROCK, ARKANSAS  
COMMERCE DEPARTMENT  
Mary Beth Bowman, Director  
Amy Smith, Assistant Director for Procurement  
Crystal Willis, Admin. Sect. /Asst. Purchasing Agent



120 MAIN STREET  
P.O. BOX 5757  
NORTH LITTLE ROCK, AR 72119  
501-975-8881 Phone  
501-975-8885 Fax

## INVITATION TO BID

Bid Number : \_\_\_\_\_ 17-3431 \_\_\_\_\_ Date Reissued: \_\_\_\_\_ February 6, 2017

**REVISED** Date & Time Bid Opening: \_\_\_\_\_ Wednesday, February 15, 2016 at 10:00 a.m.

### Roof Replacement at 2400 Willow

#### **USE BID SHEET ATTACHED WITH SPECIFICATIONS**

A five percent (5%) Bid Bond or certified check must be submitted with the bid.

**ONLY CONTRACTORS WHO ATTENDED THE WALK-THROUGH on Thursday, February 2, 2017 at 9:00am. MAY BID ON THIS PROJECT.**

Please direct purchasing and procedural questions regarding this BID to Mary Beth Bowman 501-975-8880 or [mbowman@nlr.ar.gov](mailto:mbowman@nlr.ar.gov).

Technical questions may be directed to Kenny Stephens, Safety Director at 501-951-2397.

If you are obtaining this bid from our website, please be reminded that addendums may occur. It is therefore advisable that you review our listings for attachments including any changes to the bid.

The City of North Little Rock encourages participation of small, minority, and woman own business enterprises in the procurement of goods, services, professional services, and construction, either as a general contractor or sub-contractor. It is further requested that whenever possible, majority contractors who require sub-contractors, seek qualified small, minority, and woman businesses to partner with them

NOTE: FAILURE TO FILL OUT AND SIGN THE INVITATION TO BID SHEET WILL RESULT IN REJECTION OF THE BID.

#### EXECUTION OF BID

Upon signing this Bid, the bidder certifies that they have read and agree to the requirements set forth in this bid, including specifications, conditions and pertinent information regarding the articles being bid on, and agree to furnish these articles at the prices stated.

NAME OF FIRM: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ AR TAX PERMIT NO. \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

SIGNATURE OF AUTHORIZED PERSON & TITLE: \_\_\_\_\_

**UNSIGNED BIDS WILL BE REJECTED**

# Roof Specifications

2400 Willow Street, North Little Rock, AR

Bid Number: 17-3431

Bid opening Wednesday, February 15, 2017 at 10:00 a.m. Only contractors who attended the mandatory pre-bid walk through are eligible to bid on this roof project. Submit your bids on this form and other required documents to the following address:

Department of Commerce  
Attention: Mary Beth Bowman  
120 Main Street  
North Little Rock, AR 72114

The building size is approximately 13,300 sq. ft. **Included in the bid is a 20 year warranty.**

## 1. Roof

Cost: \_\_\_\_\_

- Remove the current PVC Membrane roof. There is still some gravel embedded in the roof but the loose gravel was removed when the roof was replaced several years ago. Dispose of all materials removed from the roof.
- Install ¼ inch High Density Polyisocyanurate Recover Board on top of gravel that is embedded in roof and secure per manufacturer's instructions.
- Install 1 inch Hunter Brand or equal insulation on top of Recover Board per manufacturer's instructions.
- Install new PVC Membrane Roof (Carlisle brand or equal) for full coverage and secure per the manufacturer's instructions.

## 2. Testing for Moisture

Cost: \_\_\_\_\_

If moisture is discovered underneath the current roof when removed, do a Moisture Scan to check the level of moisture found.

## 3. Removing Areas with Moisture and Filling in that Area

Cost: \_\_\_\_\_ Sq. Foot

Cost per square foot in removing the area where moisture was found, filling in the area with insulation and High Density board and secure in place on top of the area to be flush with surrounding roof.

## 4. Ceiling Tile (Interior)

Cost: \_\_\_\_\_

- Replace 30 stained two feet by four feet ceiling tiles to match existing tiles in the interior of the building. The stained tiles are in different rooms.

**Total cost including only items #1 (Roof) and #4 (Ceiling Tile) Work: \_\_\_\_\_**