



March 14, 2022

Invitation for Bid Notice to Bidders

Agency Accepting Sealed Bids:

LEADS Community Action Agency
159 Wilson Street
Newark, OH 43055

Project Description/Scope of work: 160 Roof Replacement

1. Replace Roof over office area and garage-storage Areas: Remove and dispose of the existing roof coverings from roof slopes on front (southwest) and rear (northwest) of main building. Replace any deteriorated roof deck as needed and tighten up any existing loose decking. Install proper roofing material designed for roof pitch(s) (e.g. shingles or metal) on front and rear using suitable materials for this type of surface. Install ice and water guard in valleys and eaves. Replace all flashing at vents and any other dissimilar surfaces so that it is proper and watertight. See attached notes and diagram pg. 3 area #1
 - a. Gutters and Downspouts: Remove and dispose of all existing gutters and downspouts. Install white seamless aluminum gutters and downspouts to all roof slopes. Divert water away from the foundation with splash blocks where no drains exist. No downspouts may drain out onto another roof slope or its gutter.
2. Metal Roof Awning/Overhang: Remove all metal roofing and decking overhang over back patio apron area over existing metal supports. Any metal not being reused shall be recycled in an environmentally friendly way. Existing metal frame and supports are to be left in place for future use. Area #2
3. Second floor area: Inspect area #3 and provide cost to replace for wear and or aesthetic reasons to blend with area #1.
4. Storage Area: Provide options for area #4 west-end of building if needed.

All roofing debris must be cleaned up daily.

Any additional work recommended by the bidder or overlooked by the project manager should be explained in detail and cost itemized separately from the above scope of work for our review and consideration.

The suggested scope of work and all alternative proposals and bids will be reviewed and evaluated as for the most economical and best way to achieve the project goal.

Contractor responsible for removing all waste material and dispose in an environmentally friendly way according to EPA Regulations.

Contractor is required to follow all prevailing building codes and for any necessary permits and inspections needed to complete work requested.

Project Manager:

Terry Boehm
LEADS CAA
Ph: 740.258.6112
Fax: 740.349.8087
E-Mail: tboehm@leadscaa.org

Project Location(s):

LEADS
160 Wilson Street
Newark, OH 43055

Contract Provisions: Contractors submitting proposals agree to furnish all the permits, materials, supplies, machinery, equipment, tools, supervision, labor and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Bid.

CONTRACTOR agrees to comply with the following:

- Submit Certificates of Insurance Identifying LEADS, Inc. as a Certificate Holder for General Contractors Liability Insurance, including Completed Operations.
- Submit Certificate of Workers Compensation Insurance.
- Fair Labor Standards

Bid must be submitted by email, mail or dropped off: April 08, 2022

All bids shall be clearly marked 160 Roof Replacement Project.

Anticipated Contract Award Date: May 7, 2022

Contract Completion Date: August 09, 2022

Attachment: See layout notes and birdseye building diagram.

Building Description

Area #1 – Main office building with patio roof over main entrance, conference room (south-west) main office (center), warehouse (north-west) and attached garage in rear with garage door facing west.

Area #2 – Rear metal roof overhang with loading area hoist house.

Area #3 – Second floor apartment.

Area #4 – Storage area (east-end).

