

TOWN OF CANANDAIGUA

Request for Proposals (RFP / RFQ)
for

Roof Replacement(s) at Onanda Park

Project Timeline	
RFP Released	April 22, 2024
Questions Due	May 6 th ,2024
Proposals Due	May 24 ,2024 by 12:00pm
Job Window	September 3 rd -Dec 31 st , 2024

This Request for Proposals (RFP) is available at the Town of Canandaigua Town Clerk's office at the above-mentioned address and also on the Town of Canandaigua's bid/proposal page on the website at townofcanandaigua.org.

Scope of Services

The Town is seeking proposals for complete roof replacements on 4 buildings on the lakeside portion of Onanda Park, located at 4965 County Road 16, Canandaigua, NY 14424. Wayside, maintenance garage, Hayowentha, and little house (see attached map for building locations).

Wayside: approximately 1100sf

Maintenance Garage: approximately 700sf

Hayowentha: approximately 750sf

Little House: approximately 500sf

Firms may offer proposals for any number of the 4 buildings. If providing proposals for all four, the Town of Canandaigua requests that they be separated into four individual proposals.

Job Requirements for Wayside, Maintenance garage, Hayowentha and Little house:

- All work must be completed between September 3rd -December 31st, 2024.
- Prevailing wage rates **will apply** for all four buildings.
- Tear-off for both roofs will be the responsibility of the awarded contractor.
- If any plywood needs to be replaced, it will be the responsibility of the awarded contractor. Please include any additional cost estimates for this add on if it is part of the proposal.

- Complete clean-up and removal of all materials/debris associated with the project including disposal and associated costs. (Town of Canandaigua will provide a roll off dumpster for use by the awarded contractor to place all debris pertaining to the outlined jobs). This will be at no cost to the contractor.
- Contractor will be responsible for repairs of damages associated with the work being done (i.e. damages to the property; damages caused to the grounds by equipment, including but not limited to ruts from vehicles, etc.).

Proposed roofs shall have the following elements:

- Standing seam, concealed fastener
- 26 gauge or thicker
- Color should be hunter green, or similar, to match existing roofs in the park.
- Ridge venting
- Drip edge
- Contractor is expected to install any underlayments (ice and water shield, tar paper, etc.)

Proposal(s)

Proposal(s) must include the following items:

- Pricing as proposed, including any alternate proposals or suggestions.
- Provide details for any available warranties for workmanship and/or materials.
- Background information that describes the nature and history of the firm or individual, including client listings and references.
- Type of work contractor licensed to perform and any other specialization of the firm.
- Proof of General Liability, Certificate of Insurance naming the Town as additionally insured, Workers Compensation, and Automobile Insurance along with insurance company name, address, phone, fax, and email once awarded.

Submission Procedures

- Please include in your proposal all requested and required information as outlined in the above bullets.
- Please submit one hard copy OR a digital copy of proposal(s).
- Hard copy should be mailed to the following address and **received no later than NOON on May 24, 2024.**

Town of Canandaigua
Attn: Crystelyn Laske
5440 Route 5 & 20 West
Canandaigua, NY 14424

- Digital copy may be included with hard copy on a thumb drive and/or emailed to Crystelyn Laske claske@townofcanandaigua.org by the due date.
- **Questions:** all questions regarding the bid requirements should be directed to Andrew Corino acorino@townofcanandaigua.org or 585-394-1120 x2229. All questions are due no later than May 6, 2024, and answers will be posted to the Bids/ Proposals page of the Town's website within 3 business days of that date.

Selection

Any contracts, if awarded, will be to the lowest responsive/responsible bidder(s) or in accordance with the Town's Best Value Policy, in part or in whole who meet(s) all the terms of the specifications. Any contract(s) awarded as a result of this bid will be between the Town of Canandaigua and the successful vendor(s). The Town guarantees no minimum or maximum purchases or contracts as a result of award of this bid. The Town of Canandaigua shall not discriminate against or in favor of any bidder on the basis of race, religion, sex or sexual preference, age, national origin, disability or political affiliation. The Town of Canandaigua reserves the right to terminate the selection proceedings at its option at any time during the process.

Miscellaneous

1. The Town reserves the right to reject any or all proposals; to negotiate any elements of a proposal; to conduct interviews at its sole discretion; and to solicit and/or select contractors for the program outside of the scope of this RFP.
2. The Town assumes no responsibility or liability for costs incurred by respondents to this Request for Proposals, including any requests for additional information, interviews, or negotiations.
3. Minority- and Woman-owned Business Enterprises (M/WBE) are encouraged to respond to the RFP, either as prime or subcontractors.



ONANDA PARK CANANDAIGUA, NY

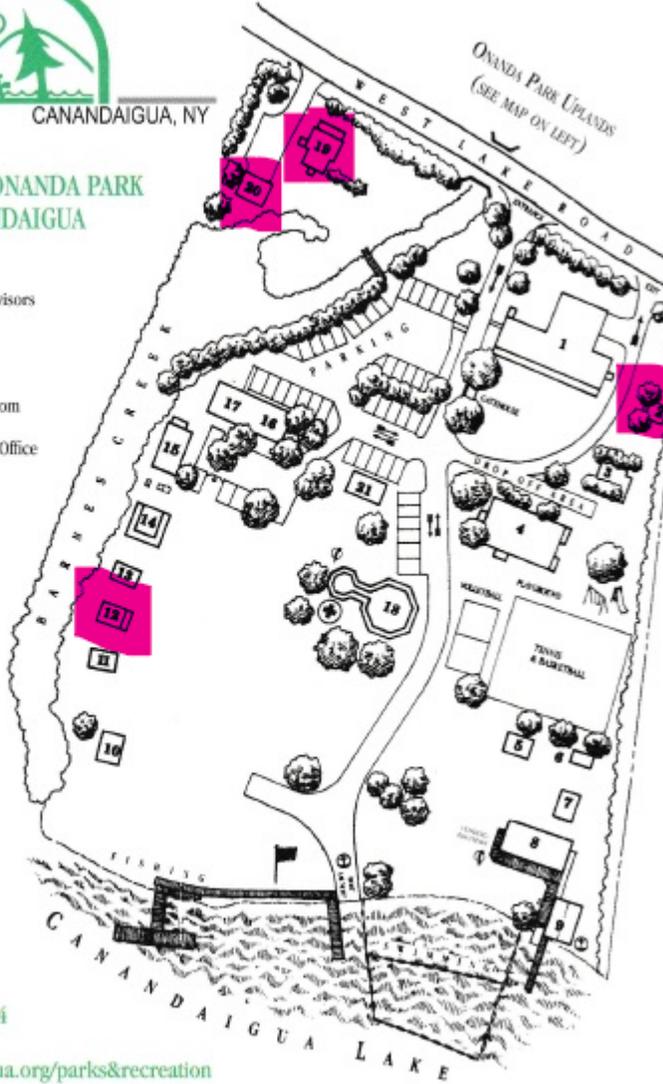
GUIDE TO ONANDA PARK CANANDAIGUA

Buildings

- 19. Park Maintenance Supervisors Residence
- 20. Maintenance Facility
- 1. Gorham Lodge
- 16/17. Waconda
- 15. Shower House & Rest Room
- 4. Crouch Hall
- 18. Nature Nuts Center/Park Office
- 6. Women's Restroom
- 8. Babcock Hall
- 9. Boat House
- 10. Holden Pavilion
- 21. Rotary Pavilion

Cabins

- 2. Little House
- 3. Abode
- 5. Tilipe
- 7. Anekule
- 11. Wapoos
- 12. Hayowentha
- 13. Wequash
- 14. Haeho



ONANDA PARK
 4965 West Lake Road,
 Canandaigua, NY 14424
 585-394-1120
www.townofcanandaigua.org/parks&recreation