



The Partnership for Children of Wayne County

800 N. William St., Goldsboro, NC 27530
FAX: 919 735 3194 Email: info@pfcw.org

Phone: 919 735-3371
Website: www.pfcw.org

a partner
in the

Smart Start
network.

The Partnership for Children of Wayne County, Inc. is accepting bids for the following Roof service:

****Request for Proposal (RFP)****

****The Partnership for Children of Wayne County, Inc. Metal Roof Replacement****

****Date Issued**:** 10/21/2024

****Deadline for Submission**:** November 15, 2024 by 5:00 p.m.

**1. Overview**

The Partnership for Children of Wayne County, Inc. is soliciting proposals from qualified contractors to replace the metal roof on our building located at 800 N William St, Goldsboro NC 27530. The purpose of this RFP is to identify and select a contractor with the necessary expertise, experience, and resources to complete this project in accordance with our requirements and budget.

**2. About The Partnership for Children of Wayne County, Inc.

The Partnership for Children of Wayne County, Inc. is a non-profit organization designed to provide programs and services for children ages birth to five and their families in Wayne County, North Carolina. We build partnerships with families and the community to create a comprehensive system of early care and education. In doing so, our community leads the way in building a brighter future for all of North Carolina.

MISSION: The Partnership for Children unites the community to effectively support and empower families, prepares children to succeed in school and encourages continuous learning for educators of young children, therefore contributing to the economic vitality of Wayne County.

VISION: Children will receive the start they need to become educated, healthy, and self-reliant people who strengthen the social and economic future of Wayne County.

3. Scope of Work

The contractor will be responsible for the following:

- **Inspection and Assessment:** Conduct a thorough inspection of the existing roof to identify any underlying issues that need to be addressed during the replacement process.
- **Removal of Existing Roof:** Safely remove and dispose of the existing roof materials.
- **Installation of New Metal Roof:** Install a new metal roof, ensuring it meets all relevant building codes and industry standards.
- **Insulation and Weatherproofing:** Install appropriate insulation and weatherproofing materials to ensure energy efficiency and durability.
- **Gutters and Drainage:** Repair, clean or replace gutters, downspouts, and other drainage systems as necessary.
- **Permits and Inspections:** Obtain all required permits and schedule inspections to ensure compliance with local regulations.
- **Cleanup and Disposal:** Ensure proper cleanup and disposal of all construction debris upon project completion.

4. Project Timeline

The project is expected to start by **January 6, 2025** and be completed in a reasonable time frame. Proposals should include a detailed timeline, outlining key milestones and completion dates.

5. Budget

Contractors are required to provide a detailed cost breakdown, including materials, labor, permits, and any other relevant expenses.

6. Proposal Requirements

Proposals should include the following information:

- **Company Information:** Name, address, and contact details of the contractor, along with an overview of the company's history, experience, W-9, and qualifications.
- **Project Approach:** A detailed description of the contractor's approach to the project, including methods and materials to be used.
- **Work Plan and Timeline:** An itemized work plan, including estimated timeframes for each phase of the project.
- **Cost Estimate:** A comprehensive cost estimate, including a breakdown of all expenses (labor, materials, permits, etc.).
- **References:** At least three references from similar projects completed within the last five years, including contact information (see page 6).
- **Insurance and Licensing:** Proof of necessary licensing and insurance, including liability and worker's compensation coverage.
- **Safety Plan:** A summary of the contractor's safety protocols and procedures to ensure a safe work environment.

7. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Experience and Qualifications** (30%):** Demonstrated experience in similar metal roofing projects and qualifications of key personnel.
- **Project Approach** (25%):** The clarity and feasibility of the contractor's proposed approach and methodology.
- **Cost and Budget Compliance** (20%):** Cost-effectiveness and alignment with the project's budget.
- **Timeline** (15%):** Ability to meet the proposed timeline and completion date.

- ****References and Past Performance** (10%):** Quality and relevance of past work and references.

**8. Submission Instructions**

Proposals must be submitted by November 15, 2024 by 5:00 p.m. to:

****The Partnership for Children of Wayne County****

Valerie Wallace
800 N William St.
Goldsboro, NC. 27530
Email: vwallace@pfcw.org
Phone: (919) 735-3371 ext. 231

Submissions must be in PDF format if sent electronically. Hard copies may also be submitted to the above address.

**9. Additional Information**

- Contractors may schedule a site visit by contacting Thomas Nevins at (919) 735-3371 ext. 239 or tnevins@pfcw.org.

- Questions or requests for clarification must be submitted in writing via email to vwallace@pfcw.org by November 8, 2024.

- The Partnership for Children of Wayne County reserves the right to reject any or all proposals, negotiate specific terms, or discontinue the RFP process at any time.

**10. Terms and Conditions**

- All submitted proposals become the property of The Partnership for Children of Wayne County.

- Contractors are responsible for all costs associated with the preparation and submission of their proposal.

- The selected contractor must sign a formal contract before work begins.

- Providing and maintaining adequate insurance coverage is a material obligation of the Contractor and is of the essence of the contract. The Local Partnership will not contract with any prospective Contractor that is unable to furnish proof of required insurance coverage.

- If all proposals are rejected, prospective Contractors will be notified promptly by the Partnership for Children of Wayne County.

We look forward to receiving your proposal. Thank you for your interest in partnering with the Partnership for Children of Wayne County on this important project.

Deadline for submitting bids is November 15, 2024, by 5:00 p.m.

Contractor

Date

Contact Person

Phone Number

Address

The Partnership for Children of Wayne County
800 North William Street
Goldsboro, NC 27530
919 735-3371 Ext. 0

Experience and References: