

## **RFQ 0011-2023 Roofing Coleman Library**

### **Florida Agricultural and Mechanical University NOTICE TO PROFESSIONAL CONSULTANTS**

The purpose of this solicitation is to solicit proposals to lawfully replace and dispose of the roof and its materials at **Coleman Library**.

Florida A&M University is soliciting proposals to lawfully replace and dispose of the roof/shingles and its materials at Coleman Library

General: Perform Work in strict accordance with the manufacturer's latest standards and details. When the project is completed, notify the owner 48 hours prior to the manufacturer's final inspection. All repairs necessary for the warranty will be made immediately thereafter.

Installer Qualifications: Qualified firm that is approved, authorized or licensed by a roofing system manufacturer to install the manufacturer's product and that is eligible to receive a manufacturer's warranty and has been specializing in performing the work of this Section, with a minimum of 10 years documented experience. In addition, the contractor shall have at least 10 installations similar to the one specified with base manufacturer and must have had key personnel attend a quality control seminar hosted by the manufacturer in the past 12 months.

Manufacturer Qualifications: A qualified manufacturer that has participated in the manufacture of specified products, with a minimum of 15 years of documented experience and a UL listing for a membrane roofing system identical to that used for this Product.

Source Limitations: Obtain components for membrane roofing system from or approved by the roofing membrane manufacturer.

Fire-Test-Response Characteristics: Provide membrane roofing materials with the fire-test-response characteristics indicated as determined by testing identical products per test method below by UL, FMG, or another testing and inspecting agency acceptable to authorities having jurisdiction. Materials shall be identified with appropriate markings of applicable testing and inspecting agency. 1. Exterior Fire-Test Exposure: Class A, ASTM E-108, for application and roof slopes indicated.

Pre-installation Conference: Conduct a conference at the Project site. Comply with requirements in Division 1 Section "Project Meetings." Review methods and procedures related to roofing systems including, but not limited to, the following:

1. Meet with the Owner, Owner's insurer if applicable, testing and inspecting agency representative, roofing Installer, roofing system manufacturer's representative, deck Installer, and installers whose work interfaces with or affects roofing, including installers of roof accessories and roof-mounted equipment.

2. Review methods and procedures related to roofing installation, including the manufacturer's written instructions.

3. Review and finalize the construction schedule and verify the availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.

4. Examine deck substrate conditions and finishes for compliance with requirements, including flatness and fastening.

5. Review structural loading limitations of the roof deck during and after roofing.

6. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect the roofing system.

7. Review governing regulations and requirements for insurance and certificates if applicable.

8. Review temporary protection requirements for the roofing system during and after installation.

9. Review roof observation and repair procedures after roofing installation.

#### DELIVERY, STORAGE, AND HANDLING

A. Deliver roofing materials to the Project site in original containers with seals unbroken and labeled with the manufacturer's name, product brand name and type, date of manufacture, and directions for storing and mixing with other components.

B. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by the roofing system manufacturer. Protect stored liquid material from direct sunlight. 1. Discard and legally dispose of liquid material that cannot be applied within its stated shelf life.

C. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with the insulation manufacturer's written instructions for handling, storing, and protecting during installation.

D. Handle and store roofing materials and place equipment in a manner to avoid permanent deflection of the deck.

PROJECT CONDITIONS A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit the roofing system to be installed according to the manufacturer's written instructions and warranty requirements. 1. At ambient temperatures of 40 degrees F or below, including wind chill, cold adhesive shall be stored in a warm location prior to immediate use (within 4 hours).

#### PROTECTION

A. Protect surfaces adjacent to roofing work against staining or mechanical damage.

## TOTAL SYSTEM WARRANTY

A. Provide written warranty, signed by the manufacturer and backed by a certifiable warranty pool, agreeing to replace or repair defective materials and workmanship, covering all material and labor costs for a period of 20 years. This warranty shall have no monetary limit provisions and be enforceable to a wind speed of 72 miles per hour.

Professional liability insurance will be required for this project.

**INSTRUCTIONS:** Firms desiring to apply for consideration shall submit a letter of application along with the proposal (RFQ).

The letter of application should have attached:

1. A copy of the applicant's current Professional Registration Certificate from the appropriate governing board. An applicant must be properly registered at the time of application to practice their profession in the State of Florida. If the applicant is a corporation, it must be chartered by the Florida Department of State to operate in Florida.
2. Pricing Sheet
3. Required insurance
4. Evidence of qualifications

Applications that do not comply with the above instructions may be disqualified. Application materials will not be returned. The plans and specifications for State University System projects are subject to reuse in accordance with the provisions of Section 287.055, Florida Statutes. FAMU is an equal opportunity institution, and, as such, strongly encourages the lawful use of certified Minority and Women-owned Business Enterprises ("MBEs") in the provision of design and construction-related services by providing a fair and equal opportunity to compete for, or for participation in, design and/or construction-related services. As required by Section 287.133, Florida Statutes, a consultant may not submit a proposal for this project if it is on the convicted vendor list for a public entity crime committed within the past 36 months. The selected consultant must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of \$25,000 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

Proposals must be submitted to the **FAMU Office of Operational Effectiveness & Procurement Services between 8:00 A.M. and 4:00 P.M. local time, Wednesday, January 11, 2023.** Proposals will not be accepted after the times and dates stated above. Facsimile (FAX) submittals are not acceptable and will not be considered.

**Submit Proposals to:**

**Office of Operational Effectiveness & Procurement Services**

Florida A & M University  
2380 Wahnish Way, Suite 214  
Tallahassee, FL 32307  
(850) 599-3203 (Office)  
(850) 561-2160 (Fax)

**E-mail:**

***[purchasing@fam.u.edu](mailto:purchasing@fam.u.edu)***  
***[germarlon.hall@fam.u.edu](mailto:germarlon.hall@fam.u.edu)***

**Questions pertaining to this Project**

CONTACT: Benjamin Rapheal  
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Closing Date: Wednesday, January 11, 2023 – 4:00 P.M.