

**Invitation for Bid for
System Wide Roofing Repair Services
BID # 0523-2
Questions and Answers**

June 6, 2023

- Q1. Would there be a budget for this RFP?
- A1. At each time work is scheduled budget will be available.
- Q2. We would like to request you to kindly share detailed drawings, blueprints and roofing details/specifications of materials and products for us to review. We also wanted to clarify if the quoted price shall include the supply and installation of materials/equipment including labor cost.
- A2. It is not for a specific project. This is a requirements bid for as needed roofing services.
- Q3. Let us know if the assumed work is need-based on requirement over the three years period or otherwise.
- A3. As stated in the solicitation document, “It is anticipated that the term of this agreement shall be for a (3) three year period with (2) two one year options to renew. The Library may terminate the contract at any time, in its sole discretion, upon written notice.”
- Q4. We also wanted to clarify that all the rates that we are supposed to bid accounts for labor, overheads, profit, materials and equipment and will be quoted in the attached Bid Sheet or on a separate sheet with detailed breakdown of items. Please clarify.
- A4. As stated in the solicitation document, “Bidders are required to provide its single Maximum Straight Hourly Rate for Roofing Services. Bidders Maximum Straight Hourly Rate is to cover the full range of Roofing Services, inclusive of all overhead, profit and prevailing wage and it is to be fixed for the first year of the contract and shall increase by three percent (3%) each year of the contract. During the term of the contract material, equipment and subcontracting of other trade work shall not exceed twenty percent (20%) mark-up.” Additionally, a revised Form# 4 has been released, which correctly describes the annual rate increases.