

CITY OF GROVE
BID PACKET

Section I
Notice to Bidder

The City of Grove is currently accepting bids for a **roofing contractor to provide the following:**

Specifications will be that all bids need to conform to the following requirements:

Bid For Trade: Silicone Roof Application at 141 E O'Daniel PKWY, 137 E O'Daniel PKWY, and 130 E O'Daniel PKWY.

Contractor will provide all labor, material and equipment to complete the following scope of work.

Proposal is to install a 32 mil Silicone Roof System.

Scope of work:

- A. Power wash the entire field area at a pressure of 4200 PSI for optimal cleanliness.
- B. Apply Ever-Seal Pump flashing-grade silicone or equivocal to all fastener heads, vertical seams, ridge cap seams and gutter straps to prevent leaks.
- C. Use VFI 933 flashing-grade silicone or equivocal to seal all gaps, holes, and penetrations.
- D. Apply 32 mils of silicone across the entire designated roof surface for maximum protection, using one-inch low R Panel profile rollers.
- E. After application, inspect the roof and touch-up any areas with VFI 933 flashing-grade silicone or equivocal to ensure long-lasting durability.

Warranty: This system includes a 15-year material warranty from manufacturer and a 2-year labor warranty from contractor at no extra cost.

All bids marked "**Sealed Bids**", must be received and in the office of the City Clerk on or before **Wednesday, June 04, 2025 by 10:00 AM**, at which time they will be opened. Mail or delivery bids the City of Grove – 1201 NEO Loop Grove, Oklahoma 74344 - (physical address as same) Attention City Clerk, Laura Davila.

Specifications may be obtained by contacting **Fire Marshal, Frank Close @ 918-786-4961**. The **City of Grove** reserves the right to reject any and/or all bids.

CITY OF GROVE
BID PACKET

Section II
Instruction to Bidders

A. SUBMISSION

All bids must be submitted in a sealed envelope marked: **“SEAL BID”** and should include the bidder’s name and address, bids will be received at:

Office of the City Clerk
City of Grove
1201 NEO Loop
Grove, Oklahoma 74344

Until: **Wednesday, June 04, 2025 @ 10:00 AM**

If the bid is forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to the City of Grove at the above address.

B. ACCEPTANCE OF BIDS

All bids shall “hold firm” after submission to the City for thirty (30) days.

The City reserves the right to reject any and/or all bids. The City reserves the right to accept the lowest responsible bidder. **The City reserves the right to accept all, partial, or none of the bid.**

The City reserves the right to negotiate particular aspect of the bid item and/or related optional items.

C. BID SPECIFICATIONS

Bid Specifications are included in Bid Packet

D. ADDITIONAL INFORMATION

Additional information related to the project may be obtained by contacting:

Fire Marshal
Frank Close
1201 NEO Loop
Grove, Oklahoma 74344
(918) 786-4961 (office); (918) 918-786-8939 (fax)

E. FORMAT

All bids must be submitted in the format and utilizing the Bid Proposal provided in Section III, Bid Submission Requirements.

CITY OF GROVE
BID PACKET

Section III
Bid Submission Requirements

All bids must include the following information and must be submitted in the following order:

A. Bid Proposal

All bids must be submitted on the Bid Proposal, as provided in this section.

B. Non-Collusion Affidavit

A signed Non-Collusion Affidavit, as provided in this section, must be submitted.

C. Literature

All bids must include manufacturer's literature, information, photographs, etc. for the particular proposed item in this bid packet.

D. Warranty Information

The bidder must provide all extended warranty information regarding the particular item in this proposed bid. The bidder must also provide the name and address of the nearest service location for the proposed bid item.

E. Contract

The successful bidder will enter into a contract with the City of Grove.

Failure to submit any of the items listed in this section may result in the rejection of the bid.

CITY OF GROVE
BID PROPOSAL

Proposal of _____ (hereinafter called "Bidder"),
organized and existing under the laws of the State of _____, doing business as
_____,*, to the City of Grove (hereinafter called "Owner").

In compliance with your Solicitation for Bids, Bidder hereby proposes to perform all labor and provide
materials for _____

By submission of this bid, each Bidder certifies, and in the case of a joint bid each party certifies as to its
own organization, that this bid has been arrived at independently, without consultation, communication or
agreement as to any matter relating to this bid, with any other Bidder or with any competitor.

Bidder hereby agrees to commence work within _____ of the Notice to Proceed and to fully complete
the project within _____ calendar days thereafter.

BID SCHEDULE

Location:	Approximate square footage of building:	Unit Price:	Total Price:
141 E O'Daniel	6,000		\$
137 E O'Daniel	2,800		\$
130 E O'Daniel	1,525		\$

- It will be the responsibility of the contractor to verify all square footages of the roof's for exact dimensions.

NON-COLLUSION AFFIDAVIT

STATE OF OKLAHOMA)
) §
COUNTY OF _____)

_____, of lawful age, being first duly sworn upon oath, states that (s) he is the agent authorized by the Bidder to submit the attached bid. Affiant further states that the Bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding or with any State, County or City official or employee as to quantity, quality or contract or in any discussions between bidders any State, County or City official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Affiant

Subscribed and sworn to before me this _____ day of _____,
20____.

Notary Public

My Commission Expires:

NOTE: This form must be submitted with the bid.

BID SPECIFICATIONS

Bid For Trade: Silicone Roof Application at 141 E O'Daniel PKWY, 137 E O'Daniel PKWY, and 130 E O'Daniel PKWY.

Contractor will provide all labor, material and equipment to complete the following scope of work.

Proposal is to install a 32 mil Silicone Roof System.

Scope of work:

- A. Power wash the entire field area at a pressure of 4200 PSI for optimal cleanliness.
- B. Apply Ever-Seal Pump flashing-grade silicone or equivocal to all fastener heads, vertical seams, ridge cap seams and gutter straps to prevent leaks.
- C. Use VFI 933 flashing-grade silicone or equivocal to seal all gaps, holes, and penetrations.
- D. Apply 32 mils of silicone across the entire designated roof surface for maximum protection, using one-inch low R Panel profile rollers.
- E. After application, inspect the roof and touch-up any areas with VFI 933 flashing-grade silicone or equivocal to ensure long-lasting durability.

Warranty: This system includes a 15-year material warranty from manufacturer and a 2-year labor warranty from the contractor at no extra cost.