

GOVERNMENT OF  
THE VIRGIN ISLANDS OF THE UNITED STATES

Request for Proposal - Negotiation  
PROFESSIONAL SERVICES

To: ..... Date May 20, 2016  
..... RFP-011-2016 (Professional)

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Pursuant to 31 V. I. C. § 239 (a) (4) and the Rules and Regulations thereunder issued, the Government of the Virgin Islands, Property and Procurement, will receive proposals for the work described below. Proposals will be received until **Friday, June 3, 2016 @ 4:00 P.M.**

**DESCRIPTION OF WORK**

The Government of the Virgin Islands, Department of Property and Procurement is requesting proposals from qualified contractors for the following services: **RFP-011-2016 (P) Roof Repairs (Emergency Service) for the District of St. Croix.**

SCOPE OF SERVICES: SEE ATTACHED

### NEGOTIATED PROCEDURES:

The Commissioner of the Department of Property and Procurement will appoint a Selection Committee to assist in the evaluation and selection of the Contractor. Accordingly, current data on qualifications and performance should be submitted with proposals. After reviewing the qualifications and proposals, the Committee will select for discussions from the firm/s or person/s considered not less than three (3), in order of preference, **deemed to be the most highly qualified to provide the services herein required.** Discussions will be conducted successively and severally with the firms or persons so selected regarding the anticipated concepts and the relative utility of alternative methods of approach for furnishing the services hereunder.

### FACTORS FOR DISCUSSIONS:

Selection criteria will include (i.) Professional qualifications, registration and general reputation of the principals of the firm; (ii) the extent to which the firm or person specialized in or has designed project of a type and scope similar to that hereunder; (iii) familiarity with the area in which the project is to be located; (iv) capability of meeting design schedules; and (v) quality of performances on other projects.

### NEGOTIATION:

The Selection Committee shall recommend to the Commissioner **the highest qualified firm or persons with whom a contract shall be negotiated.** The Commissioner, with the assistance of the Selection Committee shall negotiate a contract with such firm or person.

Should the Commissioner be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, at a price he determines to be fair and reasonable to the Government, negotiations with that firm will be formally terminated? Negotiations will then be commenced with the second most qualified, the third most qualified or additional firms, in order of preference and their competence and qualification, and shall continue until an agreement is reached.

Randolph N. Bennett  
Commissioner  
Property and Procurement

## **INSTRUCTION TO PROPOSERS**

### **A. NOTICE**

This project is for, the following services: **RFP-011-2016 (P) Roof Repairs (Emergency Service) for the District of St. Croix.**

Information provided in the scope of work is to be used only for purposes of preparing a proposal. It is further expected that each bidder will read the scope of work with care, for failure to meet certain specified conditions may invalidate the proposal.

The Government of the Virgin Islands, hereinafter referred to as GVI, reserves the right to reject any or all proposals or any portion thereof and to accept the proposal deemed most advantageous to GVI. Price shall not be the sole criterion of awarding this project. Scope and quality of work proposed and the ability of the bidder to complete this type of project shall be considered.

Applicants are requested to submit proposals based on the scope of work. Alternative proposals recommending new features and technology other than that requested in the scope of work will receive consideration providing such new features and/or technology is clearly explained. Any exceptions to the requirements requested herein must be clearly noted in writing and be included as part of the proposal.

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty. Request for additional information clarifying the Scope of Work should be directed in writing to **Chief of Procurement & Contracts, Lloyd T. Bough Jr. at [lloyd.bough@dpp.vi.gov](mailto:lloyd.bough@dpp.vi.gov).**

### **B. STATEMENT OF PURPOSE**

This project has been addressed to assist the Government of the Virgin Islands in meeting The need for the following services: **RFP-012-2016 (P) Roof Repairs (Emergency Service) for the District of St. Croix.**

### **C. PROPOSED SCOPE OF WORK**

SEE ATTACHED SCOPE OF WORK

**D. TIMETABLE.**

1. Proposals will be accepted at the Department of Property and Procurement, no later than **Friday, June 3, 2016 at 4:00 PM**
2. Last Day for Questions: **Friday, May 27, 2016 at 4:00 p.m.**

**E. SUBMISSION OF PROPOSAL**

**All interested parties shall submit seven (7) sets of proposals**, which are to be delivered to the Department of Property and Procurement during normal business hours, no later than **Friday, June 3, 2016 at 4:00 P.M**

They shall be addressed to:

Honorable Randolph N. Bennett  
Commissioner  
Department of Property and Procurement  
#3274 Estate Richmond, Christiansted  
St. Croix, U.S. Virgin Islands 00820-4200

The sealed envelope containing the proposal must have the following information written on the outside of the envelope:

SEALED PROPOSALS - DO NOT OPEN

RFP-011-2016 (P)  
(Name of Offeror)  
(Mailing Address of Offeror)  
(Telephone Number of Offeror)  
(Fax Number of Offeror)

Where proposals are sent by mail, the bidder shall be responsible for their delivery to the Department of Property and Procurement before the date and time set for the closing of acceptance of proposals.

**F. WITHDRAWALS OF PROPOSAL**

A proposal may be withdrawn at any time prior to the time specified as the closing time for acceptance of proposals. However, no proposal shall be withdrawn or canceled for a period of thirty (30) days after said closing time for acceptance of proposals nor shall the successful provider withdraw or cancel or modify his proposal, except at the request of GVI after having been notified that said proposal has been accepted by GVI.

## **G. INTERPRETATION OF SPECIFICATIONS**

If any person contemplating submitting a proposal requires clarification of any part of the scope of work, he/she may submit to the GVI a written request for an interpretation thereof to the **Chief of Procurement and Contracts, Lloyd T. Bough Jr.** GVI will not respond to questions received after the above-established date. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the scope of work will be made in writing to all prospective providers. Oral explanations will not be binding.

## **H. CONSIDERATION OF PROPOSAL**

The Commissioner of Property and Procurement shall represent and act for GVI in all matters pertaining to the scope of work and contract in conjunction therewith. **This RFP does not commit GVI to the award of a contract, nor pay any cost incurred in the preparation and submission of proposals in anticipation of a contract. GVI reserves the right to reject any or all proposals and to disregard any informality and/or irregularity in the proposal when, in its opinion, the best interest of GVI will be served by such action.** Proposals failing to provide some of the items in the scope of work shall not be rejected per se, but any deviations from the scope must be clearly noted.

## **I. ACCEPTANCE OF PROPOSALS**

GVI will notify in writing acceptance of one of the proposals. Failure to provide any supplementary documentation to comply with the vendor's proposal may be grounds for disqualification.

## **J. CONTENTS OF PROPOSAL**

The following is a list of information to be included in the written proposal. Failure to comply with all the requirements as outlined may disqualify the applicant.

1. Introductory letter about the applicant:
  - a. Firm Name, address, fax and telephone
  - b. Type of service for which Firm is qualified.
2. Organization:
  - a. Names of Principals of Firm
  - b. Names of key personnel with experience of each and length of time in organization.
  - c. Number of staff available for assignment. (Local & Off-Territory)
  - d. Copy of Article of Incorporation
  - e. Copy of Certificate of Resolution
  - f. Copy of Valid Business License
  - g. Copy of Certificate of Good Standing
3. Outside consultants that will be retained for this project and percentage of work to be sub-contracted.
4. Project experience:
  - a. List of completed projects of similar type and estimated cost of each.
  - b. Current projects underway; scope; percentage completed to date and estimated cost of each.
5. Project References: (including a notarized written consent from the authorized representative which must include: name; telephone number; email address and facsimile number).
6. Project Approach:
  - a. Describe how you will approach this project and availability to perform the services requested.
7. **Cost:** The Cost Proposal must be submitted in a separate sealed envelope.

## **K. CONFLICT OF INTEREST**

A bidder filing a proposal hereby certifies that no officer, agent or employee of GVI has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of

GVI; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Bidder for the same request for proposals; the Bidder is competing solely in its own behalf without connection, with, or obligation to, any undisclosed person or firm.

#### **L. LICENSE REQUIREMENT**

An award will not be made to any firm or individual doing business in the Virgin Islands to perform work with the Government of the Virgin Islands until evidence is submitted that the said firm or individual has a valid V. I. Business License to do similar business in the Virgin Islands. Bidders must submit hard copy of a valid V. I. Business license within ten (10) working days after award.

All Bidders bidding as Joint Ventures that do business in the Virgin Islands must be licensed as a Joint Venture in the Virgin Islands.

#### **M. REQUIRED DOCUMENTS**

1. **PUBLIC LIABILITY:** The successful bidder will be required to obtain and have in place public liability insurance and other insurance necessary as requested in this proposal package. Insurance policy(ies) shall name the Government of the Virgin Islands as “**Additional insured.**” The public liability insurance shall have a minimum limit of not less than **one hundred thousand (\$100,000.00) dollars** for any one occurrence for death or personal injury and **one hundred thousand (\$100,000.00) dollars** for any one occurrence for property damage. Offeror must provide public liability insurance with ten (10) working days after award.
2. **WORKERS’ COMPENSATION:** Within ten (10) working days after award of project the successful offeror must submit a copy of their certificate providing that his firm and his agents are covered by Workers Compensation Employee’s Liability.

**FAILURE TO PROVIDE THE CERTIFICATES WITHIN THE STATED TIME PERIOD MAY RESULT IN THE PROPOSAL DEEMED AS NON-RESPONSIVE AND MAY BE IMMEDIATELY DISQUALIFIED WITH NO FURTHER CONSIDERATION GIVEN FOR POTENTIAL AWARDING OF THE CONTRACT.**

#### **N. REQUIREMENTS FOR CORPORATIONS:**

1. ARTICLES OF INCORPORATION
2. CERTIFICATE OF CORPORATE RESOLUTION
3. CERTIFICATE OF GOOD STANDING

THESE WILL BE REQUIRED PRIOR TO AWARD OF CONTRACT.

# **ADDENDUM I**

## **Emergency Roof Repairs**

### **Scope of Work**

#### **1. GENERAL**

The purpose of this contract is to provide emergency roof repairs to residential, non-profit and government owned or operated structures in the territories of the United States Virgin Islands, which have been declared under a state of emergency or declared a disaster area by the Governor of the United States Virgin Islands.

The Contractor shall provide all supervision, labor, equipment and materials (except as listed in *Paragraph 4* below) necessary to make emergency roof repairs on structures. Work shall commence within twelve (12) hours of receipt of a job order and shall continue at the minimum rate of five thousand (5,000) square feet per day until the job order is completed. Liquidated damages of \$100.00 will be assessed if, upon completion of each job order, the Contractor has failed to maintain an average daily production of five thousand (5,000) square feet. However, the Contractor will not be penalized if sufficient job orders are not given to him in a timely manner to satisfy the daily production rate.

The Contractor shall commence work within twelve (12) hours of receiving a job order and complete the order within the number of days obtained by dividing the total square feet of repairs performed under the order by five thousand (5,000). (For example 100,000 square feet of repairs / 5,000 square feet per day = 20 days.)

Work shall be performed within the United States Virgin Islands during the hours of 7:00 a.m. and 7:00 p.m., seven (7) days per week until all job orders are satisfactorily completed.

The Contractor shall provide and maintain work environments and procedures, which will:

- A. safeguard the public and government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities; and
- B. avoid interruptions of Government operations and delays in project completion dates.

The Contractor shall provide appropriate safety barricades and signs. The Contractor shall ensure that any additional measures the Government determines to be reasonably necessary for the purposes are taken.

Whenever the Government becomes aware of any noncompliance with these requirements or any condition in this Contract which poses a serious or imminent danger to the health or safety of the public or Government personnel, the Government shall notify the Contractor or the Contractor's representative orally, followed with written confirmation, and request immediate initiation of corrective action. This notice, when delivered to the Contractor or the Contractor's



representative shall be deemed sufficient notice of the noncompliance and that corrective action is required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the Government may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any stop work order issue under this clause.

## **2. RIGHT-OF-ENTRY FORM**

The Department of Public Works will be responsible for collecting completed right-of-entry (ROE) forms from the property owner and will deliver the completed right-of-entry form to the Contractor. The right-of-entry form will serve as a job order for the purposes of this contract. The Contractor **must** obtain a signed right-of-entry form prior to performing any work on the property. If the right-of-entry form is not a multi-part form, the Government will provide one copy of the right-of-entry form to the Contractor. The Contractor shall be responsible for reproducing copies for the Contractor's use. The Contractor shall deliver the actual multi-part form or the original copy of each completed and executed right-of-entry to the Government's representative on a daily basis. The Government will not pay for any repairs to any property for which the Contractor has not obtained and delivered a completed right-of-entry form.

Each completed ROE form delivered to the Contractor by the Government will contain an estimate of the materials required to perform the emergency roof repair. This estimated quantity would be used to issue government furnished plastic sheeting to the Contractor. Any significant difference in the amount of material installed must be justified by the Contractor and approved for payment by the Department of Public Works. The Government will not pay for any repairs on property for which the Government did not supply the Contractor with a ROE.

The right-of-entry shall be for the sole purpose of performing emergency roof repairs. The contractor shall not make any representations to the homeowner or agent for the property that would tend to lead the homeowner or agent for the property to assume that the Contractor has been authorized by the Government to perform other kinds of repair work. Contractor's personnel shall not enter other parts of the property without first obtaining permission from the homeowner or agent for the property.

The Contractor shall preserve and protect all structures, equipment, and vegetation (i.e., trees, shrubs and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract.

The Contractor shall protect from damage all existing improvements and utilities at or near the work site, and on the adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Government may have the necessary work performed and charge the cost to the Contractor.

### 3. CONTRACTOR FURNISHED MATERIALS

The Contractor shall furnish the following:

**Structural-use Panels.** In addition to plywood, a number of other panel products have been developed for use in sheathing. These newer products include composite panels, waferboard, oriented strand board, and structural particleboard. Structural-use panels are the term that is commonly used to refer collectively to these new products as well as plywood. Structural-use panels should be stamped with a grade-trademark, by the American Plywood Association (APA). C-C EXTERIOR, APA (plywood grade for unsanded sheathing grade for roof applications) should be the plywood grade used. Non-veneer panels will not have veneer grades (e.g., C-C) but shall be marked for exterior use. Plywood with directional properties (e.g., oriented strand board) are normally used in the strong direction (long dimension of the panel perpendicular to the supports). The thickness of the treated structural-use panel should be in accordance with the local code for roof sheathing ( $\frac{5}{8}$ " minimum). The standard size of a structural-use panel is 4 ft x 8 ft.

**Furring Strips.** Shall be 1" x 2" pressure treated strips.

**Fasteners.** Galvanized steel 8D nails shall be used when placing structural-use panels, and galvanized steel 16D when placing furring strips. Galvanized self-tapping No. 10 screws,  $2\frac{1}{2}$  inches long, with gimlet point should only be used when it becomes necessary to anchor a furring strip directly to corrugated roofing where there is not an existing rafter underneath to anchor into.

All fasteners shall be installed every twenty-four (24) inches on center along the panel or furring strip. Corrugated roofs may require  $3\frac{1}{2}$ -inch fasteners. The Contractor shall furnish and install fasteners of sufficient length to ensure a good connection.

**2x4 Joists.** Joists shall be structural lumber stamped with a grade trademark, or certificate of inspection issued a lumber grading or inspection bureau or agency recognized as being competent.

**Butyl Rubber Roofing Tape.** Synthetic rubber adhesive with polypropylene film liner shall be waterproof and weatherproof capable of withstanding temperatures from 35°F to 180°F. Any other equivalent tape may be used after approval from an authorized government representative. This tape shall be used as specified in *Paragraph 5*.

**NOTE:** All Contractor furnished materials shall conform to local building codes

### 4. GOVERNMENT FURNISHED MATERIALS

The Government will furnish plastic sheeting in the preferred 20' x 100' rolls or any other available size. The plastic sheeting will be issued by a government representative from the government's stockpile, the location of which will be made known at the mandatory Contractor meeting held at the Department of Public Works. The issued amount of plastic will be based on the estimated square footage noted on the ROE issued to the Contractor. The Contractor shall keep a daily log of materials used each day. The log shall contain cumulative totals for sheeting received, used, and remaining. The Contractor is responsible for transporting, storing, and protecting all sheeting issued to the Contractor.

At the end of the Emergency Roof Repair Program, the Contractor shall return all scraps of plastic sheeting larger than fifty (50) square feet to a location specified by the Department of Public Works. The scraps of plastic sheeting must be in suitable condition for redistribution to residents to protect their personal belongings (e.g., clothing, furniture, appliances).

## **5. EXECUTION**

The Contractor shall coordinate all work through the Department of Public Works. All structures shall be visually inspected by an authorized Government representative prior to commencement of work. Structures with fifty (50%) percent or more of the roof rafters missing, will be considered beyond repair. Work will not be permitted on any structure that is deemed beyond repair, unsafe, uninhabitable or damaged beyond the limits of an emergency repair unless specifically authorized by the Government.

The Contractor shall attach the plastic sheeting directly to the remaining roof framework. Plastic sheeting may be attached directly to roof joists if decking is not present, provided that area of missing decking does not exceed twenty (20) square feet. In areas where the missing decking exceeds twenty (20) square feet, the Contractor shall install new structural-use panels prior to installing the plastic sheeting. If the building has fifty (50%) percent or less of its decking missing, the Contractor shall install structural-use panels and 2x4s, as required, as specified in *Paragraph 3*, before proceeding with the plastic sheeting. The plastic sheeting shall be stretched taut and secured with furring strips, which shall be installed around the perimeter of the roof. Intermediate furring strips shall be installed vertically and nailed at existing joist/nailing lines, if possible, and shall run continuously from the top to the bottom of the repair. Spacing between intermediate furring strips shall not exceed six (6) feet. Along all edges, the furring strips shall be wrapped a minimum of two (2) wraps in the plastic sheeting prior to fastening. Furring strip fasteners shall be spaced no more than twenty-four (24) inches apart. Contractor shall install fasteners along the top of the truss or rafter. If joists are missing or damaged beyond safe use, the Contractor shall replace as necessary.

Work will not be permitted on any rubber membrane covered roof unless specifically directed by an authorized government's representative. Every roof has its own specific drainage requirements; the contractor shall assure proper drainage is provided when installing the plastic sheeting. Proper drainage is very important for the performance and extended life of the plastic sheeting. Water pooled on a roof induces breeding of mosquitoes and other pests and poses a serious threat of damage to the structure and its contents in the event of ruptures in the plastic sheeting or overloading.

Plastic sheeting shall be closely fitted around pipes, conduits and other protrusions. Areas surrounding protrusions shall be made damp proof by using small pieces of plastic to form a collar and taping them with butyl rubber roofing tape (see *Paragraph 3*) for sealing. Any punctures or small tears are to be repaired using butyl rubber roofing tape.

**Metal, Corrugated Metal Roofing.** When working on this type of roof system, the placing of the furring strips shall be done over the existing rafters or nailing lines. Contractor shall avoid placing the furring strips on the open metal roofing since wind action will ultimately loosen the

nails and furring strips and create leaks. The placing of the furring strips along the existing rafters or nailing lines will avoid "warping" of the furring strip since the nail connection on top of the rafter will provide a good penetration to both pieces. When no rafters are present, galvanized screws as specified in *Paragraph 3* should be used on the open metal area. Remove damaged portions of metal roofing to allow installation of the new plywood or rafters.

**Joist / Planking Roofing / Roofing Shingles.** When working on this type of roofing system, care must be taken to assure adequate strength and soundness of the existing deck. Contractor shall place the furring strips along the existing rafters or nailing lines.

The Contractor shall be responsible for any property damage caused by the Contractor's personnel or equipment. Damage shall be repaired at no cost to the Government or any third party.

## **6. INSPECTION & ACCEPTANCE**

The Government may inspect the work as the Contractor progresses and reserves the right to inspect at a later time. Work will not be accepted and payment will not be made until the Contractor has satisfactorily completed repairs immediately upon request and the original ROE forms have been returned with comments to the Department of Public Works.

## **7. PAYMENT**

Contractor shall charge the Department of Public Works for plastic sheeting based on the area of roof covered in square feet. This item includes all costs associated with the installation of plastic sheeting including fasteners and butyl rubber roofing tape. Contractor must install Government furnished plastic sheeting (tarpaulin) in accordance with specifications.

Contractor shall charge the Department of Public Works for structural-use panels based on the area of roof covered in square feet. This item includes all costs associated with furnishing and installing structural-use panels. Contractor must furnish and install structural-use panels (plywood) in accordance with specifications.

Contractor shall charge the Department of Public Works for 2x4 joists based on the linear foot of 2x4s installed. This item includes all costs associated with furnishing and installing 2x4 joists. Contractor must furnish and install 2x4 joists in accordance with IAW specifications.

Contractor is instructed to submit to the Commissioner of Public Works a detailed invoice that must include, but is not limited to:

1. Contractor name, physical and mailing address, telephone number and tax identification number;
2. Contract number;
3. Amount to be paid to the Contractor;
4. Period for which services were rendered; days worked; number of units serviced;

Contractor must submit invoices indicating total square feet of plastic sheeting, structural-use panels, and 2x4 joists, if applicable, for each individual Right-of-Entry (ROE) form and attach

copies of the appropriate ROE forms to the invoice.

## Sample Invoice:

ABC Construction, Inc.  
#123 Estate Anna's Hope  
P. O. Box 987, Kingshill VI 00851  
TEL: (340) 555-0123  
Tax ID: 66-9999999

Contract: SC-0123-DPW-2000  
Period: 07/15/2000 – 07/25/2000

ROE No.	Tarpaulin		Plywood		2x4 Lumber		Total Cost	
	Sq Ft	Cost	Sq Ft	Cost	Sq Ft	Cost		
1. 0656B	2,654	\$2,123.20					\$2,123.20	
2. 0769A	1,200	\$ 960.00	24	\$46.32			\$1,006.32	
3. 1022B	698	\$ 558.40					\$ 558.40	
TOTAL DUE:							\$3,687.92	

I certify that the above information is true and correct.

\_\_\_\_\_  
John Smith, President Date  
ABC Construction, Inc.

### 8. INSURANCE

The Contractor shall maintain on his own Workmen's Compensation Insurance, Comprehensive General Liability Insurance against bodily injury with limits of \$500,000.00 and against property damage with limits of \$500,000.00 the cost of which shall be borne by the Contractor and maintained fully during the term of the contract.

A copy of the insurance listed herein shall be filed with the Department of Property & Procurement, Building #1 Sub Base, St. Thomas, US Virgin Islands.

The Contractor shall be liable for loss or damage to property or persons; however, in no case shall such negligence be presumed or inferred.



## ADDENDUM II

### Compensation

**THE GOVERNMENT, IN CONSIDERATION** of the satisfactory performance of the services described in the Scope of Work, agrees to make progress payments based on actual invoices submitted by the Contractor. Contractor shall bill the Government for the area (square feet) of plastic sheeting installed, the area (square feet) of structural-use panel furnished and installed, and the linear feet of 2x4 lumber furnished and installed.

The parties agree that the unit price to be paid under this contract should be as outlined in the Compensation Schedule. The parties further agree that payments will be made in accordance with inspected and approved Right-of-Entry forms and invoices submitted to the Department of Public Works.

COMPENSATION SCHEDULE					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
001.	Install plastic sheeting		Sq Ft		
002.	Furnish and install structural-use panels (plywood)		Sq Ft		
003.	Furnish and install 2x4 lumber		Linear Ft		
TOTAL:					

The final payment is subject to the inspection and acceptance of the project by the Government, the submission of all pertinent warranties and Release of Claims. Contractor shall submit a Waiver of Liens or Affidavits of subcontractors who have release the contractor of its obligations. Contractor shall also submit a Consent of Surety prior to final payment, and upon the Government's request, any other documentation the Government deems necessary.

**BID SHEET**  
**Emergency Roof Repairs**

BID SCHEDULE					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
001.	Install plastic sheeting	5,000	Sq Ft		
002.	Furnish and install structural-use panels (plywood)	1,000	Sq Ft		
003.	Furnish and install 2x4 lumber	500	Linear Ft		
TOTAL:					

Company Name: \_\_\_\_\_

Company Physical Address: \_\_\_\_\_

Company Mailing Address: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_

Company Telephone: \_\_\_\_\_

Company Fax Number: \_\_\_\_\_

NOTE: Quantities listed above are for bid evaluation purposes only.