



Request for Quote (RFQ)

Small Construction Projects

Laramie County Community College
1400 East College Drive, Cheyenne WY 82007
Phone: (307) 778-1280 / Fax: (307) 778-4300
jspezzano@lccc.wy.edu

QUOTE DATE: MARCH 1, 2016

QUOTE #: 16138

DUE DATE: MARCH 24, 2016

FROM: _____ [Company Name]

_____ [City], _____ [State], _____ [Zip Code]
_____ [Phone], _____ [Fax]
_____ [e-mail Address]

This **RFQ** form must be completed in its entirety, typed or written in ink, **signed** and returned to: LCCC Purchasing Office by the above **Due Date**. Responses shall be prepared on this Quote form, using pages 1 through 3 inclusive, and all responses shall include the requested information noted below. The undersigned, in compliance with the Quote Document requirements and instructions, having read and examined same, and being familiar with the conditions surrounding this project, shall provide labor, materials, equipment, permits, taxes and other required expenses to complete the entire scope of work as described herein.

In order to ensure fairness and consistency for all participants, strict rules of communication shall apply to this RFQ. Please direct all inquiries, matters, issues, questions or comments to the Director of Contracting and Procurement per the above contact information. Failure to comply with this requirement will result in disqualification for this RFP opportunity.

A **MANDATORY** pre-Quote job-walk will commence on **March 15, 2016 at 10:00 a.m.** (prevailing local time). The job-walk will be conducted at the Campus Security Modular (see attached map for Building 18 (High School Programs)). **NOTE: In order to ensure fairness and consistency, this will be the only job-walk opportunity available for firms, no other job-walks will be allowed.**

1. Firms are required to submit prices as detailed below.
2. Each submitted Quote Form shall have a "not-to-exceed" cost value per each pricing request. Cost values shall be written in words and in figures, discrepancies between words and figures will be resolved in favor of written words.

3. Modular roof replacement, as per scope of work:

Base Price \$ _____.

Other Costs (submit list on separate sheet) \$ _____.

Total Written in Words (Base Price and other Costs)

\$ _____.
Total Written in Figures

This is a quotation on the services described herein, subject to the terms and conditions described and contained herein per this respective Quote document. Upon signature and submittal of this Quote, this document constitutes a binding commitment by the respective Contractor who acknowledges and agrees to be bound by the terms and conditions contained herein, including those incorporated by reference, and those of a subsequently issued College Purchase Order and/or contract.

Quote Prepared By: _____
Signature Printed Name

Dated this _____ day of _____, 2016

Start Date: **June 1, 2016**

Substantial Completion Date: **August 1, 2016**

Project Scope of Work

1. **Scope of Work**

Contractor will remove and replace current roof on the Campus Security modular building at Laramie County Community College due to the fact of recent leaks and damage from roof failure. At a minimum the contractor shall: Tear off existing shingles and dispose of all materials, inspect all underlayment and replace where needed, replace all flashing, install high grade 30lb minimum synthetic felt underlayment, install class D shingles (As per Asphalt Roofing Manufacturers Association) that withstand wind speeds up to and including 90 mph; the shingles will have a minimum warranty of 30 years. Replace all gutters and downspouts with aluminum of similar color with fold up extensions, provide waterproof protection at all areas exposed during roof repairs and installation. The contractor shall maintain adequate supplies of protective materials on site at all times in the event of sudden weather changes. The roof is 20 squares, light grey in color.

Furnish a warranty for work completed, minimum of 5 years, in writing from the date of substantial completion. Warranty shall include repairs as necessary to maintain roof in watertight condition. Replace any damaged sod or vegetation; if driving on grass, install plywood to drive on. There are irrigation lines in the area. If damage to irrigation lines occur, contractor will fix. Finally, clean jobsite after completion for all debris.

3. State of Wyoming Preferential

Preference will be given pursuant to Wyo. Stat. §16-6-101 through 16-6-108 for all quotes that exceed Five Thousand dollars (\$5,000.00), a percentage preferential of five percent (5%) will be allowed. The preferential, when applied, will be accomplished by adding the five percent (5%) to the total of the non-resident bidder.

4. Documents Attached and Incorporated by Reference

- 4.1 Attachment "A" titled Insurance Requirements, 1 page.
- 4.2 Attachment "B" Contractor Terms & Conditions, 3 pages.
- 4.3 Attachment "C" LCCC Campus Map

The Contractor acknowledges that he/she has examined, read, and understands the required scope of work as defined herein, including all referenced and incorporated documents, and hereby offers to furnish all labor, materials, equipment, services, and information necessary to comply with the requirements, terms, specifications, conditions, and provisions set forth herein.

Thank you for your Participation!