



Roof Maintenance and Repairs – Quote Sheet

33325 8th Ave S., Federal Way, WA 98003-6325

Company Name: _____ Signature: _____

Address: _____ City/State/Zip: _____

Telephone: _____ E-mail: _____

PROJECT SUMMARY: The City of Federal Way Parks Department is requesting quotes for “on call” roof maintenance services:

LOCATIONS: All City of Federal Way facilities within the City limits.

1. Roof services shall include but not be limited to, hot or cold repairs to built up roofing, blister repairs, repairs to drains and scuppers, sheet metal work, repairs to assorted roofing materials such as, metal roofing, shingles and PCV.
2. Contractor and employees shall be trained and skilled to perform all related services, and have experience with all types of roofing materials and all work shall be performed per manufacturer’s recommendation.
3. Contractor provided materials will be marked up at an agreed upon percentage rate above wholesale, per contract. All invoices shall be required to include wholesale cost.
4. City of Federal Way reserves the right to solicit quotes on any roofing repairs that may exceed \$5,000.

QUOTES: Please submit the following rates which will be the basis for invoicing roof maintenance work. Rates should be based upon prevailing wages.

Hourly Rate Bid

Projects up to 8hrs/day \$ _____ /hr OT rate over 8hrs/day \$ _____ /hr

Saturday Hourly Rate \$ _____ /hr Sunday Hourly Rate \$ _____ /hr

Materials charged at _____ % mark up above wholesale cost

Square Foot Bid: removal of an existing roofing section down to the plywood deck (assuming one layer, roofs with additional layers of material will be quoted separately) and replaced with equal or better materials (not including WSST)

1. Built up asphalt roofing to include possible insulation board and a mineral cap sheet \$ _____ /sqft
2. Architectural asphalt shingle roofing \$ _____ /sqft Min sqft (if any) _____

Plywood Replacement:

1. Removal of rotted plywood roof desk and replace with matching materials \$ _____ /sheet

Emergency Response Time (please check the one your company will commit to under contract)

_____ 2-4 hrs _____ 4-6 hrs _____ 6-8 hrs _____ 24+ hrs

SELECTION CRITERIA:

Responsiveness to quote – 25% Ability and history to complete this type of contract – 25% Price – 50%

All quotes must be received no later than 2:00 PM, November 15, 2019. Questions may be referred to Autumn Gressett at (253) 835-6914 or autumn.gressett@cityoffederalway.com. All quotes must be received in paper copy and sent to Attn: Dana Almberg, Finance, please include 2 copies with your submission.