

**REQUEST FOR PROPOSALS FOR MUNICIPAL BUILDING ROOF REPLACEMENTS AT
1183 PLAINFIELD PIKE,
ONECO, CT 06373**

The Town of Sterling, CT requests written proposals from licensed and qualified building contractors with offices in the State of Connecticut for the re-roofing (45,000 sq ft.) of the Town Hall Municipal Building. Work includes but is not limited to the following: removal and disposal of all roofing shingles and flashing down to the roof sheathing. Installation of new roof shingles, flashing and drip edges.

A mandatory site visit will take place at 2:00 pm on Wednesday, September 13, 2023 at the Sterling Municipal Building, 1183 Plainfield Pike, Oneco, CT 06373.

The Town of Sterling will not reimburse from any expenses incurred in connection with this Request for Proposals (RFP) including, but not limited to, the cost of site visit attendance, preparing the initial response and any additional information requested or travel expenses relating to any oral presentation. Please be advised that responses will be considered property of the Town, are matters of public record, and may be disclosed by Sterling after the awarding of a contract.

Respondents should provide a scope of services based on this project's description and the mandatory site visit. Bids will be evaluated based on the following criteria:

- Qualifications, relevant experience and licensing;
- Costs; and • anticipated time frame

Sealed Bids clearly marked "Municipal Building Roof Replacement" shall be received until 4:00 p.m. on Wednesday, September 20, 2023 at the Office of the First Selectman, Sterling Town Hall/Municipal Building, 1183 Plainfield Pike, P. O. Box 157, Oneco, CT 06373-0157. The Town of Sterling reserves the right to accept or reject any and all bids.

Bids will be publicly opened and read at an open public meeting on Wednesday, September 20, 2023 at 6:00 p.m. in Room #15 at the Sterling Municipal Building by the Board of Selectmen.

Confidentiality - If the Respondent believes that any information in its proposal should be treated as confidential that material shall be clearly marked. The Town shall endeavor to protect confidential material from disclosure to non-Town employees to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.