November 19, 2026

REQUEST FOR PROPOSALS

Reroof Retrofit

For

Buffalo Hills Elementary

Kearney Public Schools
Facilities Department
Kearney, Nebraska 68845

Trent Bosard
Director of Facilities

Request for Proposals

I. INSTRUCTIONS TO BIDDERS.

Kearney Public Schools District is requesting proposals for Buffalo Hills Elementary School to do a retrofit TPO roof over the existing roof membrane ballasted that is in place. The retrofit will be a single ply TPO roofing system over a ½" roof board mechanically attached to existing structure. The district will receive proposals until 2:00 PM, December 22nd, 2026 in the office of the Director of Facilities, 417 East 6th Street, Kearney, Nebraska. To receive the RFP and a copy of the specification contact the Director of Facilities Trent Bosard at trebosard@kearneycats.com or 308.627.1198

Approved roofing systems for this project is a Johns Manville TPO must be 60 mill or greater and have a minimum 20-year warranty.

Contractor must provide example of insurance and bid bond with proposals. Also a list of 5 similar projects completed in the last 5 years. Provide a sample copy of the manufactures warranty.

Sealed proposals will be received at the office of the Director of Facilities, 417 East 6th Street, Kearney, NE. 68845 until 2:00 p.m. December 22nd, 2026.

At that time, the proposals will be opened and reviewed by the Director of Facilities. Bidders are welcome to attend, however a final decision on the award of the contract will not be made at that time. Bid security is required. Kearney Public Schools reserves the right to accept or reject any or all proposals and to waive any irregularities.

No proposal may be withdrawn within thirty (30) days after the actual date of the opening thereof. The District reserves the right to reject any or all proposals, with or without cause, to waive irregularities in proposals submitted, and to hold and consider as many proposals as deemed necessary for a period of thirty (30) days after the proposals are opened.

Lowest and best proposal will be determined on basis of adherence to specifications, bid amount, and timing as indicated on the proposal.

Bids shall be submitted on the bid form provided (pages 6 & 7) in this document. Bid numbers shall be stated in both writing and in figures; the signature shall be in longhand; and the complete form shall be without interruption, alteration, or erasure. No oral, telegraphic, faxed or telephonic proposals or modifications will be considered.

Proposals shall be delivered to the owner, and marked "Proposal—Buffalo Hills Elementary School Reroof," shall have the name of the bidder, and shall be addressed to the owner: Trent Bosard Director of Facilities, Kearney Public Schools, 417 East 6th Street, Kearney, NE 68845.

II. BID SECURITY & BONDS

Each bid must be accompanied by a certified check or bid bond in the amount of five percent (5%) of the base proposal(s), as a guarantee of good faith, drawn on a solvent bank or bonding service, and made payable to Kearney Public Schools, Kearney, NE. Bid bonds may be forfeited to Kearney Public Schools if the proposal is accepted, the contract is awarded, and the bidder or bidders fail to enter into a contract within ten (10) days after the contract is awarded. Other bid bonds will be returned after the executed contract and required insurance papers have received final approval by the Director of Facilities. The successful bidder(s) is required to deliver a performance bond and labor & material payment bond in the amount of 100% of the contract sum within fourteen (14) days of receipt of notice of acceptance.

III. INSURANCE

The insurance required shall be written for not less than the following, or greater if required by law. Coverings, whether written on an occurrence or claims made basis, shall be maintained without interruption from the date of the commencement of the work until the date of final payment and termination of any coverage required to be maintained after final payment.

1. Workman's Compensation
   A. State: Statutory
   B. Employers liability:
      $500,000.00 each accident
      $500,000.00 disease, policy limit
      $500,000.00 disease, each employee

2. General Liability (including premises - operations, independent contractors protective; products and completed operations; broad from property damage):
   A. Bodily Injury
      $1,000,000.00 each occurrence
      $2,000,000.00 aggregate
   B. Property Damage
      $1,000,000.00 each occurrence
      $2,000,000.00 aggregate

C. Products and Completed Operation to be maintained for two years after final payment, and the contractor shall continue to provide evidence of such coverage to the owner on an annual basis during the afore mentioned period.
D. Property Damage Liability Insurance shall provide X (explosion) C (collapse) and U (underground) coverage.
E. Contractual Liability (hold harmless coverage):
1.) Bodily Injury:
$1,000,000.00 each occurrence
2.) Property Damage:
$1,000,000.00 each occurrence
$2,000,000.00 aggregate
F. Personal Injury (with employment exclusion deleted, if applicable)
$2,000,000.00
G. If the General Liability Policy includes a general aggregate, such general aggregate shall not be less than $2,000,000.00. The policy shall be endorsed to have general aggregate apply to this project.

3. Umbrella Excess Liability
A. $2,000,000.00 over primary insurance
B. $10,000.00 retention
4. Automobile Liability (owned, non-owned, hired)
A. Bodily injury
$1,000,000.00 each person
$1,000,000.00 each accident
B. Property Damage
$1,000,000.00 each occurrence

IV. JOB CONDITIONS

Bidders are required to inform themselves fully on all conditions relating directly or indirectly to the successful completion of the projects. Bidders are to inform themselves fully on the existence of, and proper legal removal and disposal of, any materials in the existing roofs which may be considered or classified as hazardous or friable materials. All disposal costs are to be included in the proposal.

The proposal price shall include removal of all roofing materials down to the original roof, or in the case of wet insulation, removal to the deck.

Bidder is responsible to make sure the roof is weather tight each day or before the start of inclement weather. Bidder is responsible for all new and old material on site and shall take all reasonable measures to ensure that loose material is secured against high winds, moisture, and vandalism.

The roofing project shall be completed by August 1, 2027. The contractor selected for this project can start after written approval of the bid is received by the contractor. If you have any questions about this project contact Trent Bosard, Kearney Public Schools Director of Facilities

Any property, including roofs, used for access to the work area, must be protected from any damage. The successful roofing contractor is responsible for all repair caused by damage, with no expense to the owner. Repair to a damaged roof shall not void any existing warranties.

Any deviation by the contractor from the enclosed specifications will be allowed only upon prior approval and acceptance, in writing, by the Director of Facilities and by the roofing system manufacturer. Any deviation from the proposed specifications shall, in no way, jeopardize the manufacturer's full system warranty.

V. ROOFING SYSTEM REQUIREMENTS

The individual roofing system must be installed in strict accordance with the roofing system manufacturer's system design and specifications to bring the roofing system up to the individual project requirements, and to meet the required warranty coverage. Any deviation from the manufacturer's published specifications for installation must be approved of in writing by the manufacturer. Individual manufacturer's requirements and specifications, along with shop drawings, references and anything else the contractor wishes to submit, will be submitted in a separate envelope and clearly marked with the contracting company's name and address.

The individual roofing system is to be installed by a duly authorized applicator for that system that has completely familiarized himself or herself with all aspects of the project.

VI. QUALITY ASSURANCE INSPECTION

The owner reserves the right to retain, at the owner's expense, an independent inspection service to provide full time inspection of the roofing system installation. The owner and the inspector shall have free access to the work area.

The contractor shall arrange for the roofing system manufacturer to provide inspection of the roofing system installation. Upon completion of the project, an inspection shall be made by the manufacturer's representative to ascertain that the roofing system has been installed in accordance with the published details and specifications required for warranty coverage. Documentation of this inspection must be returned to Kearney Public Schools' Director of Facilities.

Should the installation of the roofing system not be approved by the manufacturer's inspector, correction of the defective work shall be performed, by either the contractor or the roofing system manufacturer, until the roofing system satisfactorily meets all the manufacturer's specifications and requirements for warranty coverage. Corrective work is to be performed at no additional expense to the owner.

VII. GUARANTEE / WARRANTY

Upon completion of the project, the contractor shall provide a roofing guarantee/warranty from the material manufacturer/contractor that will provide the following unconditional coverage:

A. System Water Tightness - minimum 20 years
B. Material Warranty - minimum 20 years
C Labor and Workmanship - 2 years

All work performed during the warranty period will be done at no additional cost to the owner. (Guarantee / warranty factors will weigh heavily on what is deemed to be "in the best interest of Kearney Public Schools").

It is the intent of this guarantee / warranty that during this period of coverage, the manufacturer of the materials or his representative will, at their own expense: 1.) be subject to the maximum liability of the original cost, to the owner, of the installation; 2.) cause to be made such repairs to the roof materials and base flashings resulting from faults or defects in materials or workmanship furnished by the manufacturer and installed by the contractor as may be necessary to maintain the roof in a watertight condition. All warranty work, for the full term of the warranty, is to be performed at no additional cost to the owner.

It shall be the responsibility of the manufacturer or his or her representative to examine the job site, plans and specifications prior to bidding the work to assure all parties that the proposed roofing system is designed, and will be addressed, in a manner compatible with the manufacturer's requirements for this project and for the specified guarantee / warranty.

VIII. PROPOSAL

Proposal of _____

hereinafter called the Bidder a corporation, an individual, a partnership

doing business as: _____

The undersigned, being familiar with local conditions affecting the cost of the work, and the proposed contract documents, including the Instructions to Bidders, Bid Security & Bonds, Insurance Requirements, Job Conditions, Roofing System Requirements, Quality Assurance Inspections, and Warranty Requirements, all on file at the Facilities Offices located at 417 East 6th Street, Kearney, Nebraska, hereby proposes to furnish all plant, equipment, materials, transportation, tools, labor and skills necessary and required to perform all work as described in the proposed contract documents.

Bidders may offer proposals only on the system listed in this document. The Owner reserves the right to accept or reject any or all bids, and to waive any irregularities. The contract(s) will be awarded on the basis of merit only, and on what is deemed to be in the best interest of Kearney Public Schools, and not necessarily on the basis of the low bid.

BASE BID-For all work shall be done to manufactures recommendations, I (we) agree to perform all work on Buffalo Hills Elementary School TPO Retrofit (insert your estimated square feet _____) for the sum of:

$ _____, _____
(written)

Comments: _____

_____

If part of the original roof insulation is wet and needs replacing, I (We) agree to replace the material for $ _____ per square foot (includes all material, labor, and disposal costs).

A copy of the warranty information for the projects, *including warranty length*, is included. If an extended warranty is desired, for an additional _____ years: add $ _____

The undersigned agrees to commence work as soon as possible after notification to proceed by Kearney Public Schools and to complete work by August 1, 2020.

Bid security is required and accompanies this proposal in the amount of five percent (5%) of the total for all bids, for the amount of

$ _____ --- _____
(written)

the same being subject to forfeiture in the event of default by the undersigned.

Upon receipt of notice of acceptance of the proposal, I (we) will execute a formal contract within five (5) days and deliver certificates of insurance as required for the faithful performance of the contract.

An "Unconditional Full System Warranty Agreement" including all materials and installation, signed by authorized representative(s) of the manufacturer and the bidder as installer, as required by the bid documents will be provided upon completion of the project. All warranty work, for the full term of the warranty, to be performed at no additional expense to the Owner.

Respectfully submitted:

_____ _____
Signature of Officer Date

_____
Printed Name and Title

_____
Street Address

_____
City State Zip Code

(_____) _____ (_____) _____
Telephone Fax

IX. SCOPE OF WORK

1. Kearney Public Schools is requesting proposals to do a 59,922 square foot retrofit TPO roof over the existing roof modified bitumen roof that is in place. The retrofit will be a single ply TPO roofing system over a ½" roof board mechanically attached to existing structure. The area of work is shown in Appendices A.1

2. Workers normally used in the type of work indicated shall do Work. The contractor shall be a Manufacturer's Approved Roofing Contractor for the product being installed.

3. Bidders must list, with their bid, the names and addresses of all subcontractors to be used on this project.

4. Work may be performed starting May 25th, 2026 and during normal working hours, and with prior arrangements, before or after normal working hours. Notify the Director of Facilities of the intended working hours within two (2) weeks after notification of acceptance of proposal.

5. Successful bidder shall protect the Owner's property from, and shall be responsible for, any loss or damage arising out of the execution of the work described in this specification. Bidder shall provide appropriate fencing around all equipment and material on site.

6. It is intended that these specifications shall provide for a complete job, notwithstanding that provisions may be made herein for each and every specific item necessary for compliance with such intent shall be made in every detail without cost to the owner.

7. Specifications and drawings, when provided, are intended to be cooperative in what is called for by one shall be binding as if called for by both.

8. Coordinate scheduling, submittals, and work with other contractors to assure efficient and orderly sequence of execution, clean up, and project closeout.

B. Applicable Codes, Standards, and References: All work covered by this specification shall be in accordance with the following applicable codes and standards, except as provided herein.

1. Occupational Safety and Health Act (OSHA).

2. State and local codes and ordinances.

C. General Requirements:

1. The successful bidder shall organize and layout his or her work so as full access to the building.

2. The successful bidder shall coordinate installation with the Director of Facilities prior to commencement of work, and shall make the Owner aware of any additional requirements.

3. The successful bidder shall provide a portable toilet for use by the roofing crew.

4. On site storage is permitted with prior arrangement with the Director of Facilities.

D. Execution:

1. The successful bidder (hereafter referred to as Contractor) shall be responsible for work to be accomplished during a time frame arranged with the owner.

2. Any wet insulation shall be replaced before proceeding as described in Section IV above.

3. Install insulation to the manufacturer's specified dimension and mechanically fasten to the existing deck.

4. Ensure that roof drains and all penetrations are installed according to manufacturer's most current specifications.

E. Payment: Payment may be requested for materials delivered to the site or stored off-site and properly labeled as Kearney Public Schools. All work shall be accomplished before final payment.

F. Inspection: Upon completion of the work, the contractor shall arrange with the owner for a mutual inspection, with the manufacturer's. Before payment is released, all noted deficiencies shall be remedied by the contractor and a copy of the manufacturer's warranty is received by the owner.

BUFFALO HILLS ELEMENTARY

