

Request for Proposal (RFP)

**Complete Commercial Roof Replacement – Rio Fresco 2425 S 24th St Building A, B, & C
re-roof**

RFP Issuance Date: January 14, 2026

Proposal Submission Deadline: February 25, 2026 at 5pm

Project Owner/Recipient: Community Bridges Inc

Funding Source: Federal Award American Rescue Plan ACT aka ARPA (Compliance with 2 CFR Part 200 is Mandatory)

Contact: Adiran Ortiz, 480-259-8765

SECTION 1: INTRODUCTION AND PROJECT SUMMARY

Community Bridges Inc (the Recipient) is soliciting proposals from qualified, licensed, and bonded contractors for the complete removal and replacement of the roofing system at 2425 S 24th St. Building A,B, &C This project is funded, in whole or in part, by a Federal Award, making **strict adherence to all applicable provisions of 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards)** mandatory for all respondents and subsequent contractors. Davis-Bacon Act will NOT be applicable.

PROJECT GOAL: To remove the existing roof system down to the structural deck and install a complete, commercially viable, and high-performance replacement system.

SECTION 2: SCOPE OF WORK AND TECHNICAL SPECIFICATIONS

2.1 Scope of Work (SOW)

The selected contractor shall furnish all labor, materials, equipment, and services necessary to complete the project, including but not limited to:

- 1. Preparation and Safety:** Establish a secure work site, including necessary permits, staging, and adherence to all OSHA safety standards.
- 2. Existing Roof Removal (Tear-Off):** Completely remove the existing roofing materials, insulation, and related components down to the structural roof deck.
- 3. Deck Inspection and Repair:** Conduct a thorough inspection of the exposed roof deck (wood, concrete, or metal). Provide a detailed change order proposal for the repair or replacement of any deteriorated decking found during the tear-off.

4. **New System Installation:** Install a complete new roofing system, including vapor barrier, insulation (with minimum required R-value of [Specify R-value]), membrane, flashings, counter-flashings, and associated drainage elements.
5. **Roof Penetrations:** Properly address all existing roof penetrations (HVAC units, pipes, vents) and ensure watertight seals.
6. **Drainage:** Inspect and improve the existing drainage system to eliminate standing water (ponding).
7. **Debris Management:** Legally and properly dispose of all debris, materials, and waste generated during the project.
8. **Final Cleanup:** Leave the site clean and free of all construction materials and debris.

2.2 Technical Requirements

| Specification | Requirement |
|-----------------------------|---|
| System Type | Re-roofing with the same type of material as the original roofing. |
| Material/Brand | This would be guided by the system type. |
| Insulation R-Value | Not applicable; existing roof insulation to remain in place and no additional insulation is included in the re-reroofing scope. |
| Wind Uplift Rating | Minimum FM 1-90 or equivalent. |
| Warranty (MANDATORY) | Minimum twenty (20) year NDL (No Dollar Limit) manufacturer's warranty covering materials and contractor workmanship. Proposers must submit a sample warranty document. |
| Surface Prep | Deck must be clean, dry, and free of defects prior to installation. |

SECTION 3: PROPOSAL SUBMITTAL REQUIREMENTS

Proposals must clearly address the following items in the order listed:

1. **Executive Summary:** A brief overview of the firm, the proposed system, and the proposed approach.
2. **Contractor Qualifications:**

- Firm name, address, contact information, and primary license number.
- Proof of valid liability insurance and Workers' Compensation coverage.
- List of three (3) relevant commercial projects completed within the last five years.

3. **Project Timeline:** Detailed schedule for all phases (mobilization, tear-off, installation, final inspection).
4. **Technical Proposal:** Detailed description of the proposed roofing system, including specification sheets for all major components (membrane, insulation, fasteners, flashing).
5. **Cost Proposal:** A comprehensive fixed-price breakdown, listing costs for materials, labor, overhead, profit, and contingency/allowances.
6. **Warranty Documentation:** A formal letter of commitment from the manufacturer confirming the ability to provide a minimum 20-year NDL warranty upon project completion.
7. **Required Certifications (2 CFR 200):** Signed declarations confirming the firm's compliance with all Federal Contract Provisions listed in Section 5.

SECTION 4: SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

| Criterion | Weight |
|---|---------------|
| Total Project Cost | 40% |
| Firm Qualifications & Experience | 25% |
| Technical Merit of Proposed System | 20% |
| Adherence to 2 CFR Part 200 Requirements | 15% |

SECTION 5: REQUIRED FEDERAL CONTRACT PROVISIONS (2 CFR PART 200 COMPLIANCE)

The selected contractor must comply with all provisions of 2 CFR Part 200, Subpart D – Post Federal Award Requirements (§ 200.317 through § 200.327), and specifically with Appendix II to Part 200 (Contract Provisions for Non-Federal Entity Contracts Under Federal Awards).

By submitting a proposal, the contractor acknowledges and agrees to include the following clauses in the final contract, as applicable:

5.1 Equal Employment Opportunity (41 CFR 60-1.4(b))

The contractor must comply with EEO requirements under Executive Order 11246, as amended.

5.2 Davis-Bacon Act (40 U.S.C. 3141-3148)

- **APPLICABILITY:** NOT APPLICABLE

5.3 Copeland Anti-Kickback Act (40 U.S.C. 3145)

The contractor must comply with the Copeland Anti-Kickback Act, prohibiting any forced deduction or kickback from the payment of wages.

5.4 Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708)

If the contract is over \$100,000, the contractor must compute the wages of every mechanic and laborer based on a standard workday of eight hours and a standard workweek of 40 hours. Overtime compensation must be paid at a rate of not less than one and one-half times the basic rate of pay.

5.5 Rights to Inventions Made Under a Contract or Agreement (37 CFR Part 401)

If applicable, all requirements regarding intellectual property rights as defined in 3 CFR Part 401 will apply.

5.6 Clean Air Act and Federal Water Pollution Control Act

(42 U.S.C. 7401-7671q and 33 U.S.C. 1251-1387) The contractor must comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act, as amended.

5.7 Debarment and Suspension (2 CFR Part 180 and 2 CFR Part 3000)

The contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

5.8 Mandatory Disclosure

The contractor must disclose, in writing, to the Recipient any violation of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal Award.

5.9 Access to Records (2 CFR 200.334)

The Recipient, the awarding agency, the Comptroller General of the United States, or any authorized representative shall have access to any books, documents, papers, and records of the contractor that are directly pertinent to the specific Federal award for the purpose of making audits, examinations, excerpts, and transcriptions.

5.10 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

The contractor will not use or provide any equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as described in 2 CFR § 200.216.

SECTION 6: INSTRUCTIONS TO PROPOSERS

1. Proposals must be submitted electronically to RFP@cbridges.com Attention: Dan Hines, Director of Facilities by the deadline.
2. Any questions must be submitted in writing by February 20, 2026, at 5pm to RFP@cbridges.com Attention: Dan Hines, Director of Facilities.
3. The Recipient reserves the right to reject any and all proposals, to waive minor informalities, and to accept the proposal deemed to be in the best interest of the project.
4. Submissions that fail to provide proof of compliance with the mandatory 2 CFR Part 200 requirements will be deemed non-responsive and rejected.

This RFP draft is for guidance only. The Recipient is responsible for verifying the inclusion of all necessary local, state, and federal clauses relevant to their specific funding source and project location.