



REQUEST FOR PROPOSAL

ROOFING MATERIALS – 3 SCATTERED SITES

HAM 007-02-25/26

PROPOSAL DEADLINE:

September 4, 2026 at 9A.M.

HOUSING AUTHORITY OF MADISONVILLE
211 PRIDE AVE.
MADISONVILLE, KENTUCKY 42431

Maint@mha-ky.com

Housing Authority of Madisonville

Invitation to Propose

The Housing Authority of Madisonville (HAM) is requesting sealed proposals from qualified suppliers for the furnishing and delivery of roofing materials for approximately nineteen (19) apartment buildings located throughout Madisonville, Kentucky.

The purpose of this solicitation is to establish a contract with a reliable supplier capable of providing high-quality roofing materials in accordance with the specifications outlined in this Request for Proposals.

Project Description

HAM intends to replace the roofs on approximately nineteen (19) apartment buildings located at multiple Housing Authority properties.

The successful supplier shall furnish and deliver all specified roofing materials to the designated project location. Installation will be performed under a separate contract. HAM reserves the right to adjust quantities based on funding availability and project needs.

Scope of Work

The supplier shall provide:

Shingles – 0.33 sq. Bundles	2453 Bundles
Hip Ridge Shingles	101 Bundles
Starter Shingles	96 Bundles
Drip Edge	283 Pieces
Roof Deck Protection	24 Rolls (10 Square Rolls)
Leak Barrier	348 Rolls
End Wall Flashing	347 Pieces
Vent Turbines	78
3-4” Vent Stacks	32
6-8” Vent Stacks	22
10-12” Vent Stacks	19
3” Roof Boots	44
4” Roof Boots	51
Electrical Split Boots	19

All material shall be new and free of defects. They shall also be current production, delivered in manufacturer’s original packaging, and be manufactured by nationally recognized companies.

No used, damaged, or discontinued material will be accepted.

Material Specifications

All material must meet the following standards and be from same manufacturer to enhance warranty.

- The shingles must have a Limited Lifetime Warranty.
- The shingles must have Infinite Wind Speed Warranty.

- Shingles must have a minimum 30-year Stain Guard Warranty.
- Ridges caps must have a minimum 25-year Stain Guard Warranty.
- Starter Strips must have a minimum 25-year Stain Guard Warranty.
- All roof deck protection must be a breathable, polypropylene material.
- All roof deck protection must have a Limited Lifetime Warranty and meet ASTM D4869 Type IV Specs.

Delivery Requirements

Supplier shall:

- Deliver materials to Housing Authority of Madisonville's designated locations.
- Coordinate deliveries with HAM Maintenance Supervisor.
- Notify HAM at least 48 hours before delivery.
- Offload materials as directed.

All materials shall arrive in good condition. Any damaged materials shall be replaced at no cost to HAM.

Agreement

The contract shall be the only agreement between the parties. The PHA Board of Commissioners will authorize the Executive Director to sign the best overall proposal or will reject any and all proposals. The Executive Director's signature on the contract of the best proposer(s) will indicate acceptance of the agreement for the services indicated in the agreement.

Name, Address, and Legal Status of the Contractor

The Bid Form must be properly signed and the address of the contractor given. The legal status of the bidder, whether corporation, partnership, or individual, shall also be stated in the bid. A corporation shall execute the bid by its duly authorized officers in accordance with its corporate by-laws. A limited liability company shall execute the bid by its duly authorized managers or other officers in accordance with its articles or organization, operating agreement and/or applicable law. Partnership Contractors shall give full names and addresses of all partners.

If the bidders are a joint venture consisting of a combination of any and all the above entities, each joint venture shall execute the Bid Form.

Anyone signing a Bid Form as an agent or of another or others must submit with their bid legal evidence of their authority to do so.

Competency of Bidder

Each bidder shall provide a brief description of the business to include the number of years in operation, areas of expertise, number of employees to be assigned to the project, experience with a multi-unit project, etc. References for previous multi-unit projects that were completed should be submitted. The opening and reading of the bid shall not be constructed as an acceptance of the

contractor as a qualified, responsible bidder. HAM reserves the right to determine the competence and responsibility of a bidder from its knowledge of the bidder's qualifications or from other sources.

Conditions

Each bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the work under the contract. Bidder shall thoroughly examine and be familiar with the specifications. It is expected that bidders will obtain information concerning the conditions at locations that may affect their work.

The failure or omission of any bidder to receive any form, instrument, addendum, or other document, or to acquaint itself with existing conditions, shall in no way relieve it of any obligations with respect to its bid or to the contract.

The bidder shall make its own determination as to the conditions and shall assume all risks and responsibility and shall complete the work in and under conditions it may encounter or create, without extra cost to HAM.

The bidder's attention is directed to the fact that all applicable State and Federal laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the work to be performed shall apply to the contract throughout, as those laws, ordinances, rules and regulations may exist at the effective date of said contract and as they may be amended. Such shall be deemed to be included in the contract as though written in full in the contract.

Tax Exemption

The Housing Authority of Madisonville is a tax-exempt entity. All proposal prices shall exclude applicable Kentucky sales and use tax. The successful supplier will be provided with a copy of HAM's tax-exempt certificate upon request. Bidders are responsible for complying with all applicable federal, state, and local tax laws.

Detailed Specifications

For purposes of determining bid proposal amounts, the work under the awarded contract will be conducted in accordance with the attached Rate Schedule and the following specification:

Payment: Payments under this agreement shall be disbursed on or around the 15th or 30th of each month. To ensure timely processing, contractor shall submit all invoices for completed work no later than five (5) business days prior to each scheduled payment date. Invoices submitted after this deadline may be processed in the subsequent payment cycle.

Standards of Conduct: The contractor shall be responsible for maintaining satisfactory standards of its employees' competence, conduct, courtesy, appearance, honesty, and integrity. It shall be responsible for taking such disciplinary action with respect to any of its employees as may be

necessary. All employees shall wear a photo identification while working on site at HAM property.

Removal of Employees: HAM may request the contractor to immediately remove from assignment to HAM and/or dismiss any employee found unfit to perform duties due to one or more of the following:

- Neglect of Duty
- Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words or actions or fighting
- Theft, vandalism, immoral conduct or any other criminal action
- Selling, consuming, possessing, or being under the influence of intoxicants, including alcohol or illegal substances while on assignment at HAM

Supervision: The contractor will provide adequate competent supervision at all times during the performance of the contract. To that effect, a qualified supervisor and one or more alternates shall be designated in writing to HAM prior to contract state. The firm or its designated representative shall be readily available to meet with HAM personnel. The contractor shall provide the telephone numbers and email address where its representative(s) can be reached.

Compliance with Laws: The contractor shall conduct operations under the contract in compliance with all applicable laws, provided, however, that the general specifications of the contract shall govern the obligations of the contractor where there exists conflict with ordinances of HAM on the subject.

Indemnity: Contractor will indemnify and hold harmless HAM, its officers, agents, servants, and employees from and against any and all Court actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney fees to the extent resulting from a willful or negligent act or omission of the contractor, its officers, agents, servants, and employees in the performance of this contract: provided, however, that the contractor shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorney's fees arising out of the award of this contract for a willful or negligent act or omission of HAM, its officers, agents, servants, and employees.

Transferability of Contract: Other than by operation of law, no assignment of the contract or right accruing under this contract shall be made in whole or in part by the contractor without express written consent of HAM.

SMOKE FREE: All HAM campuses are smoke free which includes contractors and their employees. Smoking is not permitted on HAM property.

Selection: An evaluation committee appointed by the Housing Authority of Madisonville's Executive Director will review all proposals submitted in response to this Request for Proposals

(RFP). The contract will be awarded to the responsive and responsible proposer submitting the lowest total proposed price that meets all requirements and specifications outlined in this RFP.

Bid Form

COMPANY NAME:

BIDDER'S NAME:

COMPANY ADDRESS:

TELEPHONE:

EMAIL:

PROJECT:

ROOFING MATERIAL – HAM 007-02-25/26

RECEIPT OF BIDS:

SEPTEMBER 4, 2026 AT 9 A.M.

ADDRESSED TO:

HOUSING AUTHORITY OF MADISONVILLE
ATTN: Josh Slaton
211 Pride Avenue
Madisonville, KY 42431

INVITATION OF PROPOSALS

The undersigned, having carefully examined and thoroughly perused specification for the above-named project; and become fully familiar with conditions affecting the work required by those specifications outlined within the RFP furnished by the Housing Authority of Madisonville, including the scope of work, hereby proposes to provide all materials, labor, equipment, services, etc., required for the base bid sum of:

Shingles – 0.33 sq. Bundles	\$	x 2453 Bundles	\$
Hip Ridge Shingles	\$	x 101 Bundles	\$
Starter Shingles	\$	x 96 Bundles	\$
Drip Edge	\$	x 283 Pieces	\$
Roof Deck Protection	\$	x 24 Rolls	\$
Leak Barrier	\$	x 348 Rolls	\$
End Wall Flashing	\$	x 347 Pieces	\$
Vent Turbines	\$	x 78	\$
3-4” Vent Stacks	\$	x 32	\$
6-8” Vent Stacks	\$	x 22	\$
10-12” Vent Stacks	\$	x 19	\$
3” Roof boots	\$	x 44	\$
4” Roof Boots	\$	x 51	\$
Electrical Split Boots	\$	x 19	\$
Total Cost			\$

Brand and Description of Proposed Systems to be Installed:

TAXES, PERMITS, BONDS, AND FEES: The bid sum includes all applicable Kentucky taxes, permits, bonds, and fees, required by all legal authorities at the location of the work.

BID GUARANTY: Not Required

PERFORMANCE & PAYMENTS BOND: Not Required

1. In submitting this Bid, it is understood that the right is reserved by the Housing Authority of Madisonville to reject any and all bids. If written notice of the acceptance of this Bid is mailed, telegraphed, or delivered to the undersigned within thirty (30) days after the opening, thereof, or at any time thereafter before the Bid is withdrawn, the undersigned agrees to execute and furnish the required bond within fourteen (14) days after the contract is presented to them for signature.
2. By signing this Bid, the bidder certifies that neither they nor any of their proposed subcontractors are barred or ineligible to be awarded a federally funded contract.

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001

Print Name

Signature

Date