



Request for Proposal (RFP) for Roof Repairs

Oasis Emergency Overnight Shelter
19 Washington Avenue, New Rochelle, NY

Issued by:

Westchester Community Opportunity Program (WestCOP)
2 Westchester Plaza
Elmsford, NY 10523

Attention: Colin Dacres

Project Overview

Westchester Community Opportunity Program (WestCOP) invites qualified contractors to submit sealed bids for roof repairs at the Oasis Emergency Overnight Shelter located at 19 Washington Avenue, New Rochelle, NY. The scope of work includes all labor, materials, and services necessary to complete the repairs as specified following an inspection of the roof.

Scope of Work

The scope of the roof repairs/replacement includes but is not limited to:

- Removal and disposal of existing roofing materials as needed
- Installation of new roofing materials (specifications to be provided after inspection)
- Repair of any damaged underlayment, flashing, and vents
- Ensure proper drainage and sealing to prevent leaks
- Compliance with all local building codes and regulations
- Cleanup and removal of debris upon project completion

Pre-Bid Roof Inspection

A mandatory roof inspection will be held for all interested bidders on:

Date: September 15, 2024

Time: 10:00 AM

Location: Oasis Emergency Overnight Shelter, 19 Washington Avenue, New Rochelle, NY

Attendance at this inspection is required for consideration of any bid. This will allow potential bidders to assess the condition of the roof and confirm project details.



Submission Guidelines

Sealed bids must include:

- A detailed breakdown of costs, including labor, materials, and any additional charges
- Proposed timeline for project completion
- Proof of \$5,000,000 insurance policy and relevant certifications/licenses
- References for similar completed projects

All sealed bids must be submitted to:

WestCOP
2 Westchester Plaza, Elmsford, NY 10523
Attention: Colin Dacres

Bid Submission Deadline: September 20, 2024, by 5:00 PM

Late submissions will not be considered.

Selection Criteria

Bids will be evaluated based on:

- Cost competitiveness
- Contractor's qualifications and experience
- Proposed timeline and availability
- Compliance with local building codes and regulations
- References from past clients

Additional Information

The selected contractor must comply with all applicable local, state, and federal regulations, including OSHA standards for worker safety.

For questions regarding the RFP or to confirm attendance at the roof inspection, please contact:

Colin Dacres
Phone: (914) 592-5600, Ext.
Email: cdacres@westcop.org

WestCOP reserves the right to reject any and all bids.