



**CITY OF DETROIT**

**OFFICE OF CONTRACTING & PROCUREMENT**

**REQUEST FOR PROPOSAL**

**ARPA RFP 184057 - Roof Repair - Renew Detroit Program**

**RFP NO. 184057**

**Proposal Due Date:** (11/20/23 3:00 PM)

**QUESTION DEADLINE (EST):** November 8, 2023 by 2:00pm EST  
*Questions will NOT be entertained after the deadline date/time*

**Conference Type:** Pre-Proposal

**Participation Type:** Optional

**Conference Date:** November 1, 2023 at 10:00am EST

**Conference Details:**

Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 271 361 054 94

Passcode: afwoVY

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**Or call in (audio only)**

+1 469-998-6602,,846217526# United States, Dallas

Phone Conference ID: 846 217 526#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

*The individual listed below is the bid contact.*

Company **City of Detroit**  
 Buyer **Jamillah Watkins**  
 Location **2 WOODWARD AVENUE**  
**STE 1100**  
**DETROIT, MI 48226**  
**UNITED STATES**

Phone  
 Fax  
 E-mail **jamillah.watkins@detroitmi.gov**

*When submitting your response, include the following information.*

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

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## 1 Overview

### 1.1 General Information

Title **ARPA RFP 184057 - Roof Repair - Renew Detroit Program**  
 Synopsis **The City of Detroit's Office of Contracting and Procurement is soliciting proposals from individuals or firms to provide roof replacement and related construction services for up to 150 residential homes from April 2024 – July 2024. City-RD anticipates awarding up to 6 contracts, with each awarded Contractor being assigned up to 25 homes.**  
 Buyer **Jamillah Watkins** Outcome **Contract Purchase Agreement**  
 E-Mail **jamillah.watkins@detroitmi.gov**

#### Introduction

The City of Detroit has received funds from the United States Department of the Treasury (the "Treasury") pursuant to the Coronavirus State and Local Fiscal Recovery Fund under CFDA 21.027 ("ARPA Funds"), under Section 602 and 603 of Title VI the Social Security Act, as amended by Section 9901 of the American Rescue Plan Act of 2021 ("ARPA") (Subtitle M of Title IX of Public Law 117-2); and the City has allocated ARPA Funds to provide funding for appropriate and qualifying expenditures as allowed under the Treasury Guidance Interim Final Rule "Coronavirus State and Local Fiscal Recovery Funds" (86 Fed. Reg. 267878).

### 1.2 Schedule

Preview Date  
 Close Date **11/20/23 3:00 PM** Open Date **10/20/23 8:37 AM**  
 Time Zone **Eastern Standard Time** Award Date

### 1.3 Negotiation Controls

Response Visibility **Sealed**

### Lines Settings

Rank Indicator **No indicator displayed**  
 Ranking Method **Price only**

### 1.4 Terms

Agreement Start Date Agreement End Date  
 Agreement Amount (USD)  
 Payment Terms **NET 7 Days** Freight Terms **Account of Seller**  
 Shipping Method **Lowest Cost Carrier** FOB **Delivered**  
 Negotiation Currency **USD (US Dollar)**  
 Price Precision **2**

### 1.5 Attachments

File Name or URL	Type	Description
ARPA - RFP 184057 - ROOF REPAI	File	RFP
Attachment G - RD Capacity Cal	File	Capacity Calculator
Attachment F - RD Square Calcu	File	Square Calculator
Attachment E - RD Employee Exp	File	Employee Experience
Attachment B - Respondent Intr	File	Intro & Approach
Attachment A - Respondent Ques	File	Questionnaire
Attachment C - RD Pricing Shee	File	Price Proposal

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File Name or URL	Type	Description
Attachment L - Payment Bond.pd	File	Attachment L - Payment Bond Form
Attachment K - Bid Bond (2).pd	File	Attachment K - Bid Bond Form
Attachment J - Performance Bon	File	Attachment J - Performance Bond Form
Attachment I - BSEED Roof Requ	File	Attachment I - BSEED Roof Requirements
Attachment H - Model Professio	File	Attachment H - Model Contract
Attachment D - Forms Affidavit	File	Attachment D

## 2 Requirements

*\*Response is required*

Please submit all documents requested in the RFP document by the stated deadline. Please use Attachment C - RD Pricing Sheet to provide total pricing.

### 2.1 Section 1. Proposer's Attachments and Affidavits

- \*1. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes  
 b. No

Comments:

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- \*2. Will you be utilizing any Sub-Contractors?

Select one of the following:

- a. Yes (upload all required documents) *(Response attachments are optional)*  
 b. No *(Response attachments are optional)*

Comments:

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- \*3. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed  
 b. Not Completed

Comments:

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4. Attention: Considering a Joint or Mentor Venture? Click the URL.

<https://app.smartsheet.com/b/form/2359d53ee4364f709cdda15913b530d6>

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Comments:

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**3 Lines**

Instructions
Please provide total cost from Attachment C - RD Pricing Sheet.

**3.1 Line Information**

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-Total bid amount from Attachment C - RD Pricing Sheet				

**3.2 Line Details**

**3.2.1 Line 1 Total bid amount from Attachment C - RD Pricing Sheet**

*To provide an alternate line, see appendix.*

Category Name	<b>918.91 Roofing Consultant</b>	Alternate Line Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No
Allow Alternate Lines	<b>Yes</b>	Estimated Total Amount (USD)	
Target Minimum Release Amount (USD)			
Start Price (USD)			



**4 Appendix: Alternate Lines**

**4.1 Instructions for Alternate Lines**

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

**4.2 Alternate Lines Template**

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Minimum Release Amount	
Note to Buyer	

