

Invitation to Bid

Forest Grove Park Restroom Storm Repair Project

Owner: City of Milan, Missouri

Location: Forest Grove Park, East Spring Street, Milan, Missouri 63556

Bid Deadline: 4:00 p.m. Friday, September 25, 2026

Invitation

The City of Milan, Missouri, invites sealed lump-sum bids from qualified contractors to repair storm damage to the Forest Grove Park restroom building.

The deadline to submit bids is Friday, September 25, 2026, at 4:00 p.m.

Deliver or mail bids to:

City of Milan, City Clerk

Milan City Hall

P.O. Box 247

212 E. 2nd Street

Milan, Missouri 63556

City Hall hours of operation: Monday-Friday, 8:00 a.m.-4:45 p.m. (closed daily from 12:00 p.m.-1:00 p.m. for lunch)

Please label submitted sealed bids as: **“SEALED BID - PARK RESTROOM STORM REPAIR - DO NOT OPEN”**.

1. Instructions to Bidders

- **Bid Contents.** Return the completed Bid Form by the deadline.
- **Bid Validity.** Bids must remain valid for 45 calendar days after the September 25, 2026, deadline unless the City releases the bidder in writing.
- **Taxes.** The City is tax exempt. The successful bidder must coordinate documentation before purchasing project materials.
- Please reach out to the City Administrator with any questions:
Crystal Bupp
City of Milan, City Administrator
P: 660.265.4411
cityadm@milanmo.gov

2. Base-Bid Scope of Work

Provide all labor, supervision, materials, equipment, protection, cleanup, and disposal required for a complete repair. Quantities below are based on the MIRMA estimate and serve as scope references. The bidder remains responsible for field verification and for providing a full lump-sum price. Use matching materials and colors where reasonably available. Any substitution that affects coverage requires written City acceptance and, when requested, MIRMA review.

3.1 Roofing - Damaged Slope Only

Work item	Est. qty.	Unit	Requirement
Remove Laminated Shingles	1.26	SQ	Tear off, haul, and dispose.
Roof Underlayment	1.26	SQ	Replace; MIRMA estimate references 15-lb felt.
Laminated Composition Shingles	1.67	SQ	Install on damaged slope; match existing as closely as practical.
Drip Edge	32.65	LF	Replace disturbed or damaged edge metal.
1/2-Inch OSB Sheathing	64	SF	Replace damaged sheathing.
2x4 Lumber	24	LF	Replace damaged framing lumber.
Rafter-Tail Repair	4	Labor hr.	General framer allowance in claim estimate; field verify.
Continuous Ridge Vent	20	LF	Replace shingle-over ridge vent.
Hip/Ridge Cap Shingles	20	LF	Replace standard composition cap.

3.2 Exterior Surfaces

Area	Est. qty.	Unit	Requirement
Front Elevation	162.67	SF	Pressure/chemical clean and apply one exterior finish coat.
Right Elevation	111.29	SF	Pressure/chemical clean and apply one exterior finish coat.

3.3 Soffit and Fascia

Work Item	Est. qty.	Unit	Requirement
Box Soffit Framing, 2-Foot Overhang	20	LF	Replace damaged framing.
Vinyl Soffit	40	SF	Replace damaged exterior soffit.
No. 1 Pine Fascia, 1x6	20	LF	Replace damaged fascia board.
6-Inch Metal Fascia	20	LF	Replace damaged fascia wrap.
2x4 Lumber	20	LF	Replace associated damaged lumber.

3.4 Ladies' Room Entry and Interior

Work Item	Est. qty.	Unit	Requirement
Insulated Metal Exterior Door	1	EA	Replace with flush or panel-style door; fit existing opening.
Metal J-Trim	17	LF	Replace at door opening.
Custom-Bent Aluminum Trim	17	LF	Replace at door opening.
Doorknob/Lockset	1	EA	Detach and reset existing hardware if serviceable.
Interior Vinyl Soffit Ceiling	71.07	SF	Replace damaged ceiling material.
Limited Framing Labor	2	Labor hr.	General framer allowance in claim estimate; field verify.
Light Fixture	1	EA	Detach and reset existing fixture; coordinate safe disconnection.
Dump Trailer/Load	1	EA	Include hauling, disposal, and fees.

5. Performance Requirements

- **Schedule.** Begin only after written Notice to Proceed and complete within the accepted bid schedule. Keep the public away from the work area.
- **Protection and Cleanup.** Protect the building, park users, property, and remaining finishes. Remove debris and leave the site clean and weather-tight.
- **Documentation.** Provide dated repair photographs, itemized invoices, product information, warranties, and requested lien releases.
- **Warranty.** Warrant labor and installed materials for at least one year after City acceptance, in addition to manufacturer warranties.

6. Contract, Insurance, and Award Conditions

- Before contract execution, the apparent successful bidder must provide a current certificate of insurance showing commercial general liability, automobile liability, and workers' compensation when required by law, in limits acceptable to the City, and any additional-insured endorsement requested by the City.
- The contractor is responsible for supervision, employee and subcontractor conduct, site safety, temporary protection, and compliance with applicable law.
- The contract will be a lump-sum agreement based on the accepted bid and written clarifications. No verbal change authorizes extra compensation or time.
- Award is subject to Board approval, MIRMA review of the selected bid, available appropriations, verification of responsibility, and execution of the City's written contract.
- The City retains all rights provided by City Code, including the right to reject any or all bids.

Bid Form

Forest Grove Park Restroom Storm Repair Project

Submit this completed form in a sealed envelope by 4:00 p.m. on September 25, 2026. The bidder offers to complete the listed insurance-scope work for the lump sum below.

A. Coverage-Scope Price Breakdown

Component	Bid Amount
Roofing - Damaged Slope	\$
Front and Right Exterior Cleaning / Paint	\$
Exterior Soffit and Fascia	\$
Ladies' Room Door and Trim	\$
Ladies' Room Ceiling, Light, and Limited Framing	\$
Hauling, Disposal, Permits, and Other Included Costs	\$
BASE BID TOTAL	\$

B. Schedule

Commitment	Bidder Response
Mobilize within this many calendar days after Notice to Proceed	_____ calendar days
Substantially complete within this many calendar days after Notice to Proceed	_____ calendar days

C. Bidder Information and Certification

Bidder Information	Response
Legal Name	
Business Address	
Telephone And Email	
Primary Project Contact	

By signing, the bidder certifies that this bid is genuine; it has reviewed the IFB, visible site conditions, and addenda; its price includes the complete listed base-bid scope; it can meet the stated schedule and legal requirements; and it will not perform extra work without written City authorization.

Authorized Signature

Printed Name And Title

Date