



**Town of New Gloucester  
Request for Proposals  
Meetinghouse Roof Repair**

**Request for Proposals  
Meetinghouse Roof Repair**

The Town of New Gloucester is requesting bids for the replacement of the Meetinghouse Roof at the New Gloucester Meetinghouse pending approval at the Annual Town Meeting on Monday May, 4, 2026.

Specifications may be obtained at the Town Office, 385 Intervale Road, New Gloucester, Maine, 04260 during regular business hours, by **emailing** [smyers@newgloucester.com](mailto:smyers@newgloucester.com), **or by calling (207) 926-4126 ext. 257.**

Any questions on the specifications should be directed to Ben Tinker, Public Works Director, at (207) 926-4574, Monday-Thursday, 6:30am to 5:00pm.

Bids must be submitted in a sealed envelope clearly marked on the exterior, "**Meetinghouse Roof Repair**" to Attn: William P. Doyle, Town Manager, 385 Intervale Road, New Gloucester, Maine, 04260, by 6:00pm, Monday, May 18, 2026. The Select Board will open and read the bids at 7:00 p.m., Monday, May 18, 2016 at the New Gloucester Meetinghouse, 389 Intervale Road, New Gloucester, Maine. The Town reserves the right to accept or reject any or all proposals.

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**BID FORM**

Name of Company: \_\_\_\_\_

Company Address: \_\_\_\_\_

\_\_\_\_\_

Contact Phone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Printed Name of Contact Person: \_\_\_\_\_

Signature: \_\_\_\_\_

Total Price: \$ \_\_\_\_\_

Length of Build: \_\_\_\_\_

Warranty: \_\_\_\_\_

Additional Info: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date submitted: \_\_\_\_\_

**Town of New Gloucester  
Request for Proposals  
Meetinghouse Roof Repair**

The Town of New Gloucester seeks proposals for:

**Meetinghouse Roof Repair RFP  
389 Intervale Road  
New Gloucester, ME 04260**

The Town of New Gloucester is seeking proposals from qualified contractors to furnish and install a new shingled roof on the entire roof at the New Gloucester Meetinghouse pursuant to Article 21, pg. 7, of the Annual Town Meeting Warrant.

Scope of work:

Provide all necessary materials, labor, and equipment to complete installation of new asphalt shingles on the entire Library according to the following scope:

- Cover all walls, shrubs, grounds, and heat pump condensers with tarps.
- Strip the entire roof to bare wood.
- Inspect and clean all roof decking.
- Re-nail existing plywood and replace any bad plywood and/or wood if needed, (replacing of any wood will be determined by the Contractor and the Public Works Director).
- Inspect and clean all roof flashing. Replace where needed, (replacing of flashing will be determined by the Contractor and the Public Works Director).
- Apply two courses of ice and water shield, equivalent to Grace, 6 foot up from all eaves and valleys of roof, around chimney, pipes, roof penetrations, and other necessary areas.
- Cover remaining roof with deck armor underlayment.
- Replace all vent pipe boots.
- Install white 8" heavy gauge aluminum drip edge on all eaves and rakes.
- Install G.A.F. high wind starters.
- Install 50-year G.A.F. Timberline or equivalent high-definition architectural shingles to roof. The color and type must match the shingles currently on the building
- Install new caps.
- Repair, repoint or replace lead around chimneys. (This replacement or repair will be agreeable with the Contractor and Public Works Director)
- All work performed will be compliant with OSHA Safety Requirements
- Completed job will have a 5-year minimum Workmanship Warranty.
- Contractor shall keep work area neat at the end of each work day and contained through the duration of the job.

Proposers must comply with the following submission procedures:

1. Sealed proposals shall be submitted marked “**Meetinghouse Roof Repair RFP**” on the outside of the envelope, addressed to:

William P. Doyle  
Town Manager  
Town of New Gloucester  
385 Intervale Road  
New Gloucester, ME 04260

2. Proposals will be accepted until **6:00pm, Monday, May 18, 2026**. Proposals received after this time will be returned unopened. Faxed proposals will not be accepted.
3. **OPTIONAL SITE VISIT:** All prospective bidders may obtain a tour of the property by contacting Ben Tinker, Public Works Director at (207)-926-4574.
4. **RESERVATION OF RIGHTS:** The Town of New Gloucester reserves the right to reject any and all proposals, to waive technical, or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the Town.
5. **WARRANTY:** The contractor shall submit a copy of the manufacturer’s warranty indicating duration of said warranty and install the shingles according to the manufacturer’s instructions.
6. **SPECIFICATIONS:** The bidder shall furnish information related to the specifications of the products being used.
7. **COST/SCHEDULE:** The bidder shall furnish a cost proposal and schedule as part of the package. The contractor shall complete the work by September 2, 2026.
8. **SEPARABILITY:** The Town of New Gloucester will accept only full packages for all requested elements. **Proposals submitted without all scope of work items included shall be disqualified.**
9. **PERFORMANCE BOND:** When bid amounts exceed \$250,000.00, the Contractor shall submit to the Municipality a Performance Bond in the amount of 100% of the Contract within ten (10) days after receipt of notice of acceptance of the Contractor's offer or part of the offer. These bonds shall be issued by a bonding company licensed to do business in the State of Maine. Failure to provide this bond is a material breach of contract and may, in the discretion of the Municipality, result in termination of the Contract.
10. **INSURANCE:** All bidders must furnish a Certificate of Liability Insurance for a minimum of \$1,000,000, naming the Town of New Gloucester, with their bid.