



REQUEST FOR PROPOSALS (RFP)

Roofing Replacement Project

Issued By: Homeless Services of Aroostook (HSA)

Project Overview

Homeless Services of Aroostook (HSA) is seeking sealed proposals from qualified, licensed, and insured roofing contractors to provide all labor, materials, equipment, supervision, and disposal services necessary to complete a roof replacement project in accordance with MaineHousing Construction Services Standards.

The successful contractor shall furnish all labor, materials, permits (if applicable), equipment, and incidentals required to complete the project in a professional manner while maintaining a weather-tight building throughout construction.

Scope of Work

The contractor shall complete, at a minimum, the following work:

1. Roof Removal

- Strip existing shingles and roofing paper as required to expose the existing roof deck.
- Provide temporary weather protection throughout construction to maintain a watertight building.

2. Roof Deck Inspection

- Inspect the existing roof deck.
- Repair or replace deteriorated or damaged roof decking as necessary.

3. Drip Edge Installation

Install new:

- 8-inch
- 0.032-inch aluminum drip edge
along all roof edges.

4. Waterproof Membrane Installation

Install W.R. Grace Ice & Water Shield or approved equivalent as follows:

- One course (approximately 3 feet) at all rakes
- Two courses (approximately 6 feet) at all eaves
- Three courses (approximately 9 feet) centered in all valleys
- One course at all roof-to-wall intersections extending:
 - 18 inches up the wall
 - 18 inches onto the roof deck

All roof penetrations including, but not limited to:

- Chimneys
- Skylights
- Plumbing vents
- Exhaust vents

shall be completely flashed using waterproof membrane prior to installation of metal flashing.

5. Underlayment



Cover the entire roof with:

- 15-pound felt paper
or
- Approved synthetic underlayment compatible with the manufacturer's roofing warranty.

6. Roofing Material

Install new:

- 30-year warranty asphalt fiberglass or organic shingles
- Architectural shingles are strongly preferred.

Requirements:

- Install strictly according to manufacturer specifications.
- Staples are prohibited.
- Roofing nails shall be used.

7. Site Cleanup

The contractor shall:

- Remove all construction debris daily as appropriate.
- Protect surrounding landscaping and structures.
- Leave the property in clean condition upon completion.
- Dispose of all waste in accordance with applicable regulations.

8. Warranty

Upon completion, contractor shall provide:

- Manufacturer's roofing warranty
- Contractor workmanship warranty
- Warranty documentation suitable for submission to MaineHousing.
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EPDM Roofing (If Applicable)

Where EPDM roofing is specified, materials shall meet or exceed:

- Firestone Fully Adhered System
- 0.060 membrane thickness
- Minimum 15-Year Full System Warranty

Equivalent systems of equal or greater quality may be proposed.

Proposal Requirements

Proposals shall clearly include:

1. Company name and contact information
2. Proof of licensing and insurance
3. Description of proposed materials
4. Manufacturer of shingles or membrane
5. Warranty information
6. Estimated project timeline
7. Total square footage proposed for repair and/or replacement
8. Detailed scope of work addressing Items 1–7 listed above
9. Itemized project cost
10. Any exclusions or assumptions
11. Three references from similar roofing projects completed within the last five years.



Note: Proposals that do not clearly address Items 1–7 and identify the square footage of roof requiring repair or replacement may be considered incomplete and may not be approved.

Existing Roof Overlay

Overlay of existing shingles may be permitted only if the existing roofing is determined to be in suitable condition following inspection.

Any proposal to overlay an existing roof shall be evaluated only after inspection and approval consistent with MaineHousing Construction Services requirements.

Contractor Qualifications

Contractors shall:

- Be properly licensed (where applicable)
- Carry General Liability Insurance
- Carry Workers' Compensation Insurance
- Have experience with comparable roofing projects
- Comply with all applicable federal, state, and local building codes
- Comply with OSHA safety regulations

Proposal Submission

Sealed proposals shall be submitted by to:

Homeless Services of Aroostook

Attn: Kari Bradstreet

Executive Director

PO Box 1753

Presque Isle, ME 04769

Email: Director@aroostookhomeless.org

All proposals are due by July 15, 2026, at 5 PM. No late proposals will be considered.

If there are any questions, please call Kari at 207-762-6000.

Evaluation Criteria

Proposals will be evaluated based upon:

- Compliance with project specifications
- Experience and qualifications
- References
- Quality of proposed materials
- Warranty offered
- Cost effectiveness
- Ability to complete work within the required timeline

HSA reserves the right to reject any or all proposals, waive informalities, request additional information, negotiate with qualified proposers, and award the contract in the best interest of the organization.

****This project is subject to applicable MaineHousing Construction Services Standards. Contractors shall comply with all applicable federal, state, and local requirements associated with project funding.**