

Request for Proposal: Rubber Roof Replacement

Issued by: The Morgantown Public Library System

Project Location: Morgantown Public Library, 373 Spruce St., Morgantown, WV 26505

Submission cutoff date: March 13, 2026

The Morgantown Public Library System is now accepting proposals from qualified roofing contractors for the replacement of the flat rubber roof at our main facility in downtown Morgantown. The roof area is approximately 9,890 square feet and was originally installed in 1993 with repairs completed in 2017. The library system is committed to maintaining safe and welcoming facilities for the community. As part of our commitment to sustainability and fiscal responsibility, we are looking for partners who share our values and are willing to contribute to the community's well-being.

Detailed Scope of Work, Material Handling, and Project Timeline -

Scope of Work: The selected contractor will be responsible for: Removing the existing rubber roofing membrane and associated materials. Inspecting and preparing the roof deck/substrate for new installation. Installing new single-ply roofing membrane (EPDM, TPO, or PVC systems acceptable). Replacing all flashings, edge metal, and penetration details. Installing proper insulation and vapor barrier as required. Conducting a thorough cleanup and ensuring all debris is removed from the site. Ensuring that the library remains operational and accessible to the public throughout the project duration. All work must be performed in a workman like manner as per library policy and manufacturer specifications.

Work Timeline: The Project must be completed by June 1, 2026. Contractors must specify their proposed start dates and demonstrate how they intend to complete the project within a realistic timeframe that ensures quality workmanship.

Material Purchase and Storage: The Morgantown Public Library System places high importance on the quality and durability of the materials used in the roofing project. Proposals must meet the following criteria regarding product standards:

Lifespan and Durability: The roofing system selected should have a proven lifespan that aligns with industry standards for commercial flat roofs. We expect a minimum lifespan of 20-30 years for the membrane system, considering the local climate and environmental conditions. Materials should be able to withstand typical weather patterns in West Virginia, including resistance to temperature extremes, snow accumulation, UV exposure, and wind uplift.

Material Warranty: Proposals must include comprehensive warranty details covering both materials and workmanship. This includes coverage against manufacturing defects and installation errors that might affect the roof's functionality and performance. The roofing system should come with specific guarantees against wind damage, seam failure, and membrane deterioration.

Contractors must outline their plan for the timely purchase and secure storage of materials needed for the project. This plan should ensure that all materials are readily available on-site before the project begins to meet the project timeline.

Site Accessibility: The library will remain open to the public throughout the duration of the roofing project. Contractors must take all necessary precautions to ensure public safety and minimize disruption to library operations.

Contractor Qualifications: Proposals will only be considered from contractors who meet the following criteria: Valid West Virginia roofing contractor's license. Proof of insurance. Ability to provide a 100% surety bond. Strong references and proven work history on similar commercial flat roof projects. Experience with EPDM, TPO, and/or PVC roofing systems.

Partnership and In-Kind Contributions: We value community engagement and are particularly interested in partnering with companies willing to consider in-kind donations or reduced rates as part of a tax-exempt donation to our nonprofit organization. Such contributions can include donations of materials or labor.

Point of Contact: Darrin Baker, Facilities Manager for the Morgantown Public Library System, will be the primary point of contact for this project. Mr. Baker will coordinate site visits, review proposals, and answer any questions regarding the project. Contractors wishing to schedule a site visit or seek clarifications on the project scope should contact Mr. Baker directly.

Proposal Submission: Detailed proposals outlining the approach to the scope of work, material specifications, projected timeline, and any proposed in-kind contributions should be submitted in PDF format to Darrin Baker via email at facilities@mympls.org by March 13, 2026. Proposals should include a detailed timeline that demonstrates how the contractor will manage the project to keep the library operational and ensure quality workmanship.

Evaluation Criteria: Proposals will be evaluated based on cost-effectiveness, contractor qualifications, proposed timeline, product and labor warranty coverage, and the extent of in-kind contributions.