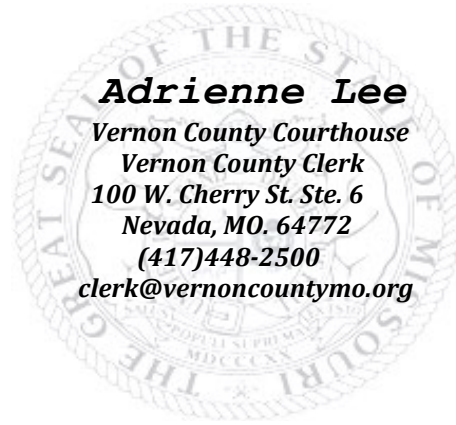


*Dorinda Weeks – Commission Secretary
Ragan Forkner -Chief Deputy Clerk*



*DeAnna Gicante – Payroll Clerk
Jessica Dighero– Election Clerk
David Heumader – Account Services*

Request for Proposal (RFP)

Roof Replacement for the Diner at the Vernon County Fairgrounds

RFP No.: 001 Roof Project for Diner
Issue Date: 12/10/2025
Response Deadline: 12/22/2025 4:30PM
Contact Person: Adrienne Lee
Email: Clerk@vernoncountymo.org
Phone: 417-448-2500

1. Introduction

Vernon County is issuing this Request for Proposal (RFP) to remove, dispose, & replace the roof on the Diner at the Youth Fairgrounds.

2. Project Overview

- **Location:** Vernon County Fairgrounds 1679 E Ashland St
 - 26 GA R Panel Tin, White, Butyl tape laps & butt joints, screws in flats, & ribs on joints.
 - **Estimated Start Date:** 1-12-2026
 - **Estimated Complete Date:** 4-15-2026
-



3. Scope of Work

The selected vendor will be responsible for the following:

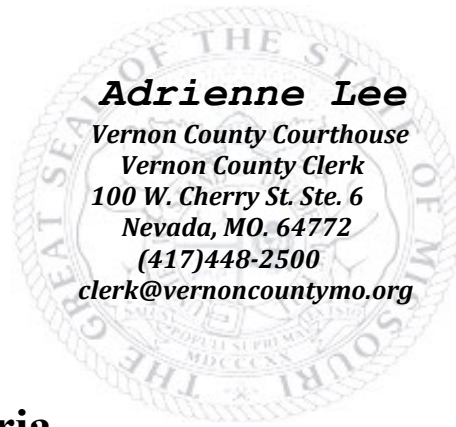
- **Remove, Dispose & Replace.**
 - **Site Assessment & Engineering Design**
 - **Tin Screws & Sealant**
 - **Warranty (Materials & Labor) (Minimum 20 years/5years preferred)**
-

4. Proposal Requirements

Proposals must include the following:

1. **Company Information**
 - Legal name, address, contact details
 - Years in business and experience with similar projects
 2. **Technical Proposal**
 - System design and layout
 - Material Specs
 - Installation timeline
 3. **Financial Proposal**
 - Detailed cost breakdown (equipment, labor, permits, etc.)
 - Payment schedule
 4. **Maintenance & Support Plan**
 - Ongoing monitoring
 - Service and repair response time
 5. **Compliance**
 - Licensing, insurance, and bonding
 - Certifications
 - Safety and environmental standards adherence
-

Dorinda Weeks – Commission Secretary
Ragan Forkner -Chief Deputy Clerk



DeAnna Gicante – Payroll Clerk
Jessica Dighero– Election Clerk
David Heumader – Account Services

5. Evaluation Criteria

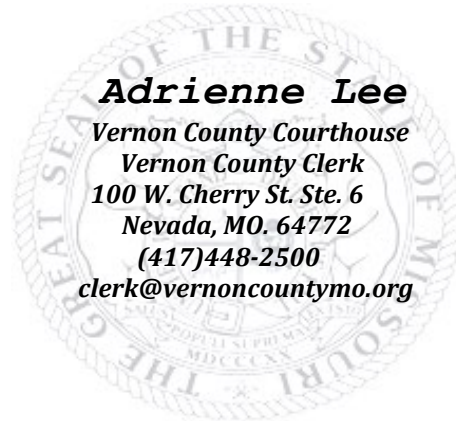
Proposals will be evaluated based on:

Criteria	Weight
Technical Approach & Design	30%
Experience & Past Performance	35%
Cost Competitiveness	35%

6. Timeline

Activity	Date
RFP Release	12/02/2025
Deadline for Questions	12/22/2025
Proposal Submission	12/22/2025 4:30P
Bid Opening	12/23/2025 10:00A
Vendor Selection	TBA
Project Start	After 1/12/2026
Project Complete	4/15/2026

Dorinda Weeks – Commission Secretary
Ragan Forkner -Chief Deputy Clerk



DeAnna Gicante – Payroll Clerk
Jessica Dighero– Election Clerk
David Heumader – Account Services

7. Submission Instructions

- Submit your proposal in **PDF format** via email to: commission@vernoncountymo.org
- Subject Line: "**RFP Submission – DINER ROOF– “Vernon County Commission’s Office”**"
- Deadline: 12/22/2025 4:30 PM CT
- Bid Opening: 12/23/2025 10:00 AM CT

Late submissions will not be considered.

6. Additional Information

- All questions must be submitted in writing to John Shorten, Southern Commissioner at commission@vernoncountymo.org.
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7. Disclaimer

Vernon County reserves the right to reject any or all proposals, to waive minor irregularities in any proposal, and to request clarification from any or all respondents.
