

Invitation to Bid



Roof Restorations and Repairs

Fire Station #2- 2103 South Philo Road, Urbana Il.

Fire Station #3- 1407 North Lincoln Avenue, Urbana Il.

City of Urbana Department of Public Works- 706 South Glover Avenue, Urbana Il.

BID#: 1617-02

City of Urbana, Illinois
Public Works Department
706 S. Glover Avenue
Urbana, Illinois 61802
(217) 384-2342

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NOTICE OF INVITATION TO BID

BID # 1617-02

Bids will be received at the Office of the Director of Public Works, City of Urbana, Illinois, for:

Roof Restorations and Repairs

Specifications may be obtained from the Office of the Director of Public Works, 706 South Glover Avenue, Urbana, Illinois 61802. Specifications can be downloaded from the City of Urbana website located at www.urbanaininois.us.

Bids will be received through 2:00 P. M., Thursday, September 1st, 2016, at the Public Works Center, 706 South Glover Avenue, Urbana, Illinois, and at said time the bids shall be opened and read publicly.

A Mandatory Pre-Bid Meeting has been scheduled on Monday, August 22nd, 2016, at 1:00 P. M., in the second-floor conference room at the Urbana Public Works Building, 706 South Glover Avenue, Urbana, Illinois 61802. Attendance is required to qualify for bid submission. Any questions regarding this Bid process and Pre-Bid Meeting may be directed to Mr. Vince Gustafson, Public Facilities Supervisor for the City of Urbana, at (217) 384-2342 or by email at vhgustafson@urbanaininois.us.

Substitutions must be submitted by 2:00 PM., Friday, August 26, 2016 at the Public Works Center, 706 South Glover Avenue, Urbana, Illinois, for review. No substitutions will be accepted after this date. All substitutions must meet requirements established in Contract Specifications in its entirety.

The City reserves the right to reject any or all bids, and to waive irregularities or technicalities.

* * *

William R. Gray, P. E., Director
PUBLIC WORKS DEPARTMENT
City of Urbana, Illinois 61802

STANDARD CONTRACT PROVISIONS

[CONTRACTUAL]

- 1) All items contained in the "Standard Contract Provisions" are applicable to this call for bids.
- 2) The City of Urbana (hereinafter referred to as "Owner") may require from the Bidder prior to the award of the contract a detailed statement regarding the business and technical organization and plant of the Bidder that is available for the work that is contemplated. Information pertaining to financial resources, experience of personnel, and previously completed projects may also be required.

The competency and responsibility of bidders will be considered in making awards.

- 3) The Bidder shall visit and become familiar with the site of the work before submitting their bid and thoroughly understand the conditions under which the work will be done.

No plea of ignorance of site conditions will be accepted as an excuse for any failure of omission on the part of the Contractor to fulfill in every detail all the requirements of the work.

- 4) With their proposal, each Bidder shall furnish a bid deposit in the form of a certified check, a cashier's check on any bank doing business in Urbana, Illinois, or acceptable bid bond made payable to the City of Urbana in the amount of ten percent (10%) of the bid as a guarantee that the Successful Bidder will accept the contract when offered. Personal checks or corporate checks are not acceptable.

If within fifteen (15) days after the notice of award of contract, unless a written extension is granted by the Public Facilities Supervisor, the Contractor to whom the contract is awarded refuses or neglects to execute such contract or proceed with the work, or failure to furnish a satisfactory performance bond, he shall forfeit the amount of his deposit as liquidated damages. A plea of mistake in such an accepted bid shall not be available to the Bidder for the recovery of their deposit, or as a defense to any action based upon such accepted bid.

The bid deposit of all, except the three lowest bidders, will be returned within fifteen (15) days after opening of bids, or upon Owner's determination that the Bidder's proposal will not be considered further, whichever is earlier. The bid deposit of the three lowest bidders will be returned within seven (7) days after the contracts and required bonds of the Successful Bidder have been approved by the Owner, but in no event shall exceed 45 days after the bid opening date.

- 5) A performance bond in the amount of 100 percent of the contract price, with a corporate surety approved by the Owner, will be required for the faithful performance of the contract.

Attorneys-in-fact who sign bid bonds or performance bonds must file with each bond a certified and effective dated copy of their power of attorney.

The party to whom the contract is awarded will be required to execute the contract forms and obtain the performance bond within fifteen (15) calendar days from the date when notice of award is delivered

to the Bidder. The notice of award shall be accompanied by the necessary contract forms and bond forms. In case of failure of the Bidder to execute the contract, the Owner may at his/her option consider the Bidder in default, in which case the bid bond accompanying the proposal shall become the property of the Owner.

The Owner, within fifteen (15) days of receipt of acceptable performance bond and contract signed by the party to whom the contract was awarded, shall sign the contract and return to such party an executed duplicate of the contract. Should the owner not execute the contract within such period, the Bidder may, by written notice, withdraw his/her signed contract. Such notice of withdrawal shall be effective upon receipt of the notice by the Owner.

- 6) Each proposal shall be typed or written in ink using the bid form included herein, and so filled out as to make the proposals complete and free from ambiguity as to their meaning. All erasures or corrections in proposals shall be initialed by the person signing the proposal.

Any Bidder may withdraw their bid by letter or with proper identification by personally securing their bid proposal at any time prior to the time stated for the receipt of bids. No telephone requests for withdrawal of bid will be honored.

Each proposal must be signed in the firm or corporate name and must bear an original longhand signature of a principal duly authorized to make contracts for the bidding party. The Bidder's name must be fully stated where proposals are signed by an agent of the Bidder; evidence of their authority to act as the Bidder's agent shall accompany the proposal. The name of each person signing the proposal shall be typed or printed below their signature.

Proposals must be submitted in sealed envelopes to the addressee below not later than the time set forth in "Notice to Bidders" addressed as follows:

Proposal for: Roof Restorations and Repairs

To: City of Urbana
C/o William R. Gray, Director of Public Works Department
706 South Glover Avenue
Urbana, Illinois 61802

Bid Call Number: 1617-02

Show the name and address of the bidding firm in the upper left-hand corner of the envelope. Also show the bid call number and the date and time of bid closing in the lower left-hand corner.

- 7) Proposals will be opened publicly by the Owner immediately after the required time and date of submission. The Owner reserves the right to reject any or all bids, or any part thereof, or to waive any informalities in any bid, deemed to be for the best interests of the Owner.
- 8) In the "Award of Contract," the Bidder's reputation and the amount of the proposal will be considered. The Owner reserves the right to accept the bid deemed most favorable for this project after all bids have been examined and evaluated.

Prior to commencing work on this project, and within fifteen (15) days after notification of award, the Contractor is required to post a "Certificate of Insurance" with the Owner. (See No. 9 below.)

Before the contract is awarded, the successful Bidder shall furnish to the Owner for approval a complete list of all subcontractors they intend to use on the work, in any.

- 9) The Successful Bidder will be required to furnish a "Certificate of Insurance" to the Director of Public Works of the City of Urbana, indicating that the Bidder has obtained for the benefit and protection of themselves and the City of Urbana, Illinois, an adequate liability insurance policy, along with a certification by an insurance company to the effect that the Bidder has obtained public liability and workmen's compensation insurance in a sufficient amount to protect themselves and the City from any liability of damage resulting from injury to their employees or to others or to the property of others. The "Certificate of Insurance" shall also certify that the insurance will not be cancelled or allowed to lapse during the time of work without first giving notice in writing to the City of Urbana, Illinois.

The Contractor shall maintain during the entire period of their performance under this Contract the following minimum insurance:

Worker's Compensation

- Basic policy including occupational disease--statutory limits.
- Employer's liability: at least \$100,000/per person per accident and at least \$500,000 each accident.
- Contractors having offices or places of hire outside the State of Illinois shall attach or otherwise show an "all states" endorsement.

Comprehensive General Liability

A. Minimum Limits:

Bodily Injury	\$1,000,000/each occurrence \$1,000,000/aggregate
Property Damage	\$1,000,000/each occurrence \$1,000,000/aggregate

B. Included Coverage:

- Premises and Operations
- Independent Contractors
- Products and Completed Operations (including coverage for defects in materials, products or equipment installed under the contract which appear within one year after the date of substantial completion).
- Property Damage -- include Broad Form. Write on occurrence basis.
- Contractual Liability

- Bodily Injury -- include Personal Injury
- Property Damage -- remove "XC" exclusion
- Property Damage -- remove "U" exclusion

Comprehensive Automobile Liability

A. Minimum Limits:

Bodily Injury	\$1,000,000/each person
Property Damage	\$1,000,000/each occurrence

B. Included Coverage (may be in comprehensive form):

- Owned vehicles
- Non-owned vehicles
- Hired vehicles
- Property Damage -- write on occurrence basis

Excess Liability

A. Umbrella form

B. Minimum limits:

Combined bodily injury and property damage:
\$1,000,000/each occurrence
\$1,000,000/aggregate

Surety Ratings

Insurance required shall be written with a company having at least an "A-10" rating as listed in Best Insurance Guide, latest edition.

Maintenance of the insurance by the Contractor shall in no way relieve the Contractor from any responsibility or requirement to the Contractor of any responsibility whatsoever. The Contractor may carry, at their own expense, such additional insurance as is deemed necessary, providing such insurance does not prejudice or in any way interfere with the Owner's rights of recovery under the Owner's Builder's Risk Insurance.

- 10) The Bidder's attention is directed to the fact that all applicable Federal and State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the Contract throughout, and these will be deemed to be included in the Contract the same as though herein written out in full.

Where state and/or local codes exist, these shall be followed by all contractors for this project. Where conflicts exist between applicable codes and these specifications, the codes shall govern. The specifications shall be considered as a minimum acceptable level of quality of materials and workmanship.

- 11) All bids shall include all taxes that are applicable to the City of Urbana. The City and State of Illinois sales tax and Federal excise taxes are not applicable to sales made to the City of Urbana and must be excluded. The City Clerk, upon request, will execute the exemption certificates in connection with all orders when Federal excise tax would otherwise be due. Building permits will be supplied to the Contractor at no charge.
- 12) Bidders and Bidders' Subcontractors shall agree to comply with the City of Urbana's Affirmative Action Ordinance and, when required, shall submit written evidence of the firm's employment practices, policies, goals and statistical data concerning employee composition on race, color, job description and compensation. "Award of Contract" is contingent upon on-site inspection or other means of verification in accordance with City of Urbana procedures.
- 13) Unless otherwise specified, materials and equipment purchased will be inspected as to meeting the quality requirements of the call for bids. When deemed necessary, samples of supplies or materials will be taken at random from stock received for submission to a commercial laboratory, or other appropriate inspection agency, for an analysis and test as to whether the material conforms in all respects to the specifications. In cases where the commercial laboratory report indicates that the material does not meet the specifications, the expense of analysis is to be borne by the Contractor and the order or balance thereof may be cancelled by the City of Urbana.
- 14) Contractor shall hold the City of Urbana, its officers, agents, and employees harmless from liability or damages of any nature or kind concerning the undertaking and execution of this Contract.

Successful Bidder is specifically denied the right of using, in any form or medium, the name of the City of Urbana for public advertising unless express permission is granted by the Director of Public Works.
- 15) No member, officer, or employee of the City of Urbana, Illinois, or its designees or agents, and no member of the governing body of the City of Urbana, Illinois, who exercises any functions or responsibilities with respect to the City of Urbana during their tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Contract.
- 16) It shall be the responsibility of the Contractor to ascertain the location of all utility lines and to protect from damage all existing improvements or utilities at or near the site of the work.
- 17) The Owner will permit the Contractor to use at no cost existing utilities such as light, heat, power and water necessary to the carrying out and completion of the work.
- 18) The Contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damages to persons or property, either on or off the site, that occur as a result of the Contractor's completion of the work. The safety provisions of applicable laws and building construction codes shall be observed, and the Contractor shall take or cause to be taken such

additional safety and health measures as the Director of Public Works of the City of Urbana, Illinois, may determine to be reasonably necessary.

- 19) All changes to the Contract must be mutually agreed upon in writing and signed by the parties to the Contract. If any such agreed-upon change causes an increase or decrease in the Contractor's cost of, or the time required for, the performance of any part of the work under this Contract, adjustment shall be made and the Contract modified accordingly. Any agreements not signed as heretofore indicated shall be considered null and void. The Contractor shall furnish an itemized price breakdown in connection with any proposal made for Contract modification. The price breakdown shall be in sufficient detail to permit an analysis of all material and labor costs. If the proposal includes a time extension, a justification therefore also shall be furnished.
- 20) The provisions of this Contract apply to any subcontractor. The Contractor agrees that they are fully responsible to the Owner for the acts and omission of their subcontractors and of persons either directly or indirectly employed by them as they are for the acts and omissions of themselves or persons directly employed by them. Nothing contained in the Contract documents shall create any contractual relation between any subcontractor and the Owner. The Contractor shall not contract any part of the work under this Contract, or permit their contracted work to be further subcontracted, without the prior written approval of the Director of Public Works of the City of Urbana, Illinois. The Contractor shall submit with their bid a complete list of proposed subcontractors and possible alternates.
- 21) In case the Contractor fails to furnish materials or to execute work in accordance with the provisions of this Contract, or fails to proceed with or to complete the work within the time specified in this Contract, or otherwise violates the provisions of the Contract, then in any case upon ten (10) days written notice to the Contractor by the Owner, the City of Urbana shall have the right to declare the Contractor in default in the performance of their obligations under the Contract. Said notice shall contain the reason for the Owner's intent to declare the Contractor in default. Unless, within ten (10) days after the Contractor's receipt of said notice, the violation shall cease or satisfactory arrangements shall be made for its correction, the Contractor by written notice may be declared in default and their right to proceed under the Contract may be terminated.

In the event the Contractor is thus declared to be in default, the Owner will proceed to have the work completed and shall apply to the cost of having the work completed any money due the Contractor under the Contract. The Contractor shall be responsible for any damages resulting to the Owner by reason of said default. Notice shall be considered as given by the Owner for purpose of this agreement if mailed by regular mail to the Contractor at address listed by Contractor on proposal form.
- 22) The work provided hereunder by the Contractor shall be executed as directed by the Bid Form and Contract Specifications and shall be performed in a skillful and professional manner. All materials used in the construction, rehabilitation, renovation, remodeling and improvement shall be new unless otherwise expressly set forth in the Contract Specifications, and shall be sealed in their original containers until opened at the job site.
- 23) The Contractor shall give their personal superintendence to the work or have a competent foreman or superintendent on the work at all times during progress, with authority to act for the Contractor.

- 24) The Contractor shall keep the premises clean and orderly during the course of the work and shall remove all debris at the completion of the work. Except where otherwise noted, materials and equipment that have been removed and replaced as part of the work shall belong to the Contractor.
- 25) The Successful Bidder shall furnish the Owner with an estimated time schedule setting up order of procedure and time allowed for each branch of the work. Contractor and Subcontractors shall make every effort to complete the work regularly and diligently, to adhere to these schedules, and to cause no delays to each other. Should a Subcontractor fail to maintain progress according to approved schedule, or cause delay to another subcontractor, they shall furnish, at their own expense, such additional labor and/or services as may be necessary to bring the operation up to schedule.
- 26) The Successful bidder shall begin the Work upon receipt of an executed Contract and shall complete the Work within 120 calendar days of the date of the executed Contract.
- 27) Payment in full will be made upon submission of an invoice at project completion. All payments are subject to satisfactory final inspection and acceptance by the Public Works Department of the City of Urbana, Illinois.
- 28) The Contractor shall pay or cause to be paid not less than the prevailing rate of wages for the local area as found by the State of Illinois Department of Labor. The Contractor may be required by the City of Urbana to provide documentation to prove compliance with prevailing wage rates.
- 29) The Contractor shall comply with City of Urbana requirements for Equal Employment Opportunity (EEO) and complete the attached Workforce Statistics form. The Contractor and their Subcontractors shall not discriminate against any qualified employee or qualified applicant available for employment to be employed in the performance of this Contract with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, or ancestry. Any violation of this covenant may result in the institution of penalties by law.

The Contractor and Subcontractors shall comply with all applicable Federal, State and local statutory or administrative prevailing wage requirements or equal employment opportunity requirements. Further, the Contractor and Subcontractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin or age. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, sex, national origin or age. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applications for employment, notices setting forth the policies of nondiscrimination.

- 30) The Contractor shall comply with the Drug Free Workplace Act and Certification of Compliance. The Purchasing Certification form included is to be completed by the Bidder and returned with said proposal.

SECTION 01 – ROOF REPAIRS AND PREPARATION FOR REROOFING FOR RESTORATIONS SECTIONS.

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Roof Repair Areas.
2. Coat all exposed rusted metal hoods, soil stacks, caps, etc.
3. Partial roof tear-off of roof membrane and wet insulation, identified by roof moisture survey.

B. Roof Repair Sections

Public Works:

Section A-

Strip in perimeter with AG Bio and fiberglass reinforcement

Section B-

Repair ductwork with TPA membrane. Heat weld corners to provide a water tight finish.

Relax and repair 8'8" x 7' obsolete curb

Relax and repair two 5' sleepers

Relax and repair two 5' x 3' curbs

Relax and repair 2' x 2' curb

Relax and repair approximately 80% of the perimeter flashing

Move gravel to inspect, clean and repair field laps as needed. Provide a l.f. price for repair.

Sections C & D-

Clean, prime and repair failed caulk joints

Fire Station 2:

Section B & C-

Reinforce approximately 175' of perimeter edge, penetration flashings and field laps

Section D-

Repair/Replace loose shingles as needed

C. Rusted Metal Coating Material: Alumination 301 or Equal.

1.2 MATERIALS OWNERSHIP

- A. Except for items or materials indicated to be reused, reinstalled, or otherwise indicated to remain Owner's property, demolished materials shall become Contractor's property and shall be removed from Project site.

1.3 DEFINITIONS

- A. Roofing Terminology: Refer to ASTM D 1079 and glossary in NRCA's "The NRCA Roofing and Waterproofing Manual" for definition of terms related to roofing work in this Section.

- B. Existing Membrane Roofing System: Roofing membrane, roof insulation, surfacing, and components and accessories between deck and roofing membrane.
- C. Partial Roof Tear-Off: Removal of a portion of existing membrane roofing system from deck or removal of selected components and accessories from existing membrane roofing system.
- D. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and reinstalled.
- E. Existing to Remain: Existing items of construction that are not indicated to be removed.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.

1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Installer is approved by warrantor of existing roofing system.
- B. Fastener pull-out test report.
- C. Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including exterior and interior finish surfaces, that might be misconstrued as having been damaged by reroofing operations. Submit before Work begins.
- D. Landfill Records: Indicate receipt and acceptance of hazardous wastes, such as asbestos-containing material, by a landfill facility licensed to accept hazardous wastes.

1.6 QUALITY ASSURANCE

- A. Installer Qualifications: Installer of new membrane roofing system approved by warrantor of existing roofing system to work on existing roofing.
- B. Regulatory Requirements: Comply with governing EPA notification regulations before beginning membrane roofing removal. Comply with hauling and disposal regulations of authorities having jurisdiction.
- C. Reroofing Conference: Conduct conference at Project site.
 1. Meet with Owner; Owner's insurer if applicable; testing and inspecting agency representative; roofing system manufacturer's representative; deck Installer; roofing Installer including project manager, superintendent, and foreman; and installers whose work interfaces with or affects reroofing including installers of roof accessories and roof-mounted equipment.
 2. Review methods and procedures related to roofing system tear-off and replacement including, but not limited to, the following:
 - a. Reroofing preparation, including membrane roofing system manufacturer's written instructions.
 - b. Temporary protection requirements for existing roofing system that is to remain during and after installation.
 - c. Existing roof drains and roof drainage during each stage of reroofing, and roof drain plugging and plug removal requirements.
 - d. Construction schedule and availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - e. Condition and acceptance of existing roof deck and base flashing substrate for reuse.

- f. Structural loading limitations of deck during reroofing.
- g. Base flashings, special roofing details, drainage, penetrations, equipment curbs, and condition of other construction that will affect reroofing.
- h. HVAC shutdown and sealing of air intakes.
- i. Shutdown of fire-suppression, -protection, and -alarm and -detection systems.
- j. Asbestos removal and discovery of asbestos-containing materials.
- k. Governing regulations and requirements for insurance and certificates if applicable.
- l. Existing conditions that may require notification of Architect before proceeding.

1.7 PROJECT CONDITIONS

- A. Owner will occupy portions of building immediately below reroofing area. Conduct reroofing so Owner's operations will not be disrupted. Provide Owner with not less than 72 hours' notice of activities that may affect Owner's operations.
 - 1. Coordinate work activities daily with Owner so Owner can place protective dust or water leakage covers over sensitive equipment or furnishings, shut down HVAC and fire-alarm or -detection equipment if needed, and evacuate occupants from below the work area.
 - 2. Before working over structurally impaired areas of deck, notify Owner to evacuate occupants from below the affected area. Verify that occupants below the work area have been evacuated before proceeding with work over the impaired deck area.
- B. Protect building to be reroofed, adjacent buildings, walkways, site improvements, exterior plantings, and landscaping from damage or soiling from reroofing operations.
- C. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.
- D. Conditions existing at time of inspection for bidding will be maintained by Owner as far as practical.
 - 1. A roof moisture survey of existing membrane roofing system is available for Contractor's reference.
 - 2. The results of an analysis of test cores from existing membrane roofing system are available for Contractor's reference.
- E. Weather Limitations: Proceed with reroofing preparation only when existing and forecasted weather conditions permit Work to proceed without water entering existing roofing system or building.
- F. Hazardous Materials: It is not expected that hazardous materials such as asbestos-containing materials will be encountered in the Work.
 - 1. Hazardous materials will be removed by Owner before start of the Work. Existing roof will be left no less watertight than before removal.
 - 2. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.

1.8 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during reroofing, by methods and with materials so as not to void existing roofing system warranty. Notify warrantor before proceeding.

1. Notify warrantor of existing roofing system on completion of reroofing, and obtain documentation verifying that existing roofing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

PART 2 - PRODUCTS

2.1 INFILL MATERIALS

- A. Use infill materials matching existing membrane roofing system materials unless otherwise indicated.
- B. Infill roof membrane materials are to be compatible with the existing roof system.
- C. Infill insulation is to match existing material, thickness, R-value, and slope.
- D. Infill cover board is to match existing

2.2 AUXILIARY REROOFING MATERIALS

- A. General: Auxiliary reroofing preparation materials recommended by roofing system manufacturer for intended use and compatible with components of new membrane roofing system.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Protect existing membrane roofing system that is indicated not to be reroofed.
 1. Loosely lay 1-inch- (25-mm-) minimum thick, molded expanded polystyrene (MEPS) insulation over the roofing membrane in areas indicated. Loosely lay 15/32-inch (12-mm) plywood or OSB panels over MEPS. Extend MEPS past edges of plywood or OSB panels a minimum of 1 inch (25 mm).
 2. Limit traffic and material storage to areas of existing roofing membrane that have been protected.
 3. Maintain temporary protection and leave in place until replacement roofing has been completed. Remove temporary protection on completion of reroofing.
- B. Coordinate with Owner to shut down air-intake equipment in the vicinity of the Work. Cover air-intake louvers before proceeding with reroofing work that could affect indoor air quality or activate smoke detectors in the ductwork.
- C. During removal operations, have sufficient and suitable materials on-site to facilitate rapid installation of temporary protection in the event of unexpected rain.
- D. Maintain roof drains in functioning condition to ensure roof drainage at end of each workday. Prevent debris from entering or blocking roof drains and conductors. Use roof-drain plugs specifically designed for this purpose. Remove roof-drain plugs at end of each workday, when no work is taking place, or when rain is forecast.
 1. If roof drains are temporarily blocked or unserviceable due to roofing system removal or partial installation of new membrane roofing system, provide alternative drainage method to remove water and eliminate ponding. Do not permit water to enter into or under existing membrane roofing system components that are to remain.
- E. Verify that rooftop utilities and service piping have been shut off before beginning the Work.

3.2 ROOF TEAR-OFF

- A. General: Notify Owner each day of extent of roof tear-off proposed for that day.
- B. Partial Roof Tear-Off: Remove existing roofing membrane and immediately check for presence of moisture by visually observing cover boards and roof insulation that will remain.
 - 1. Coordinate with Owner's inspector to schedule times for tests and inspections immediately after membrane removal.
 - 2. With an electrical capacitance moisture-detection meter, spot check cover boards, and roof insulation that will remain.
 - 3. Remove wet or damp boards and roof insulation.
 - 4. Bitumen and felts that are firmly bonded to concrete decks are permitted to remain if felts are dry. Remove unadhered bitumen and felts and wet felts.
 - 5. Remove excess asphalt from steel deck.
 - 6. Remove fasteners from deck or cut fasteners off slightly above deck surface.

3.3 DECK PREPARATION

- A. Inspect deck after partial tear-off of membrane roofing system.
- B. If broken or loose fasteners that secure deck panels to one another or to structure are observed or if deck appears or feels inadequately attached, immediately notify Architect. Do not proceed with installation until directed by Architect.
- C. If deck surface is not suitable for receiving new roofing or if structural integrity of deck is suspect, immediately notify Architect. Do not proceed with installation until directed by Architect.
- D. Provide additional deck securement as indicated on Drawings.

3.4 INFILL MATERIALS INSTALLATION

- A. Immediately after removal of selected portions of existing membrane roofing system, and inspection and repair, if needed, of deck, fill in the tear-off areas to match existing membrane roofing system construction.
 - 1. Install new roofing membrane patch over roof infill area. If new roofing membrane is installed the same day tear-off is made, roofing membrane patch is not required.

3.5 DISPOSAL

- A. Collect demolished materials and place in containers. Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.
 - 1. Storage or sale of demolished items or materials on-site is not permitted.
- B. Transport and legally dispose of demolished materials off Owner's property.

END OF SECTION 07 01 50.19

SECTION 02 – MAINTENANCE CLEANING OF MEMBRANE ROOFING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:

- 1. Pressure washing of roof membrane including membrane flashings, with full water reclamation.

- B. Related Requirements:

- 1. Section 07 56 00.13 – Fluid Applied Membrane Roofing

1.3 ACTION SUBMITTALS

- A. Product Data: For cleaning compounds.

1.4 INFORMATIONAL SUBMITTALS

- A. Work Plan: For maintenance cleaning, including description of means and methods for water reclamation.

1.5 QUALITY ASSURANCE

- A. Operator Qualifications: Trained and approved by manufacturer of cleaning equipment, with a record of successful roofing membrane cleaning.
- B. Regulatory Requirements: Comply with governing EPA regulations. Comply with hauling and disposal regulations of authorities having jurisdiction.

1.6 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately below roof area to be maintained. Conduct operations so Owner's operations are not disrupted. Provide Owner with not less than 72 hours' notice of activities that may affect Owner's operations.
- B. Protect building to be cleaned, adjacent buildings, walkways, site improvements, exterior plantings, and landscaping from damage or soiling from maintenance operations.
- C. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.

PART 2 - EXECUTION

2.1 PREPARATION

- A. Comply with warranty requirements of existing roof membrane manufacturer.
- B. Shut off rooftop utilities and service piping before beginning the Work.

MAINTENANCE CLEANING OF MEMBRANE ROOFING

- C. Test existing roof drains to verify that they are not blocked or restricted. Immediately notify Owner of any blockages or restrictions.
- D. Coordinate with Owner to shut down air-intake equipment in the vicinity of the Work. Cover air-intake louvers before proceeding with maintenance cleaning work that could affect indoor air quality or activate smoke detectors in the ductwork.
- E. Maintain roof drains in functioning condition to ensure roof drainage at end of each workday. Prevent debris from entering or blocking roof drains and conductors.

2.2 MAINTENANCE CLEANING OF ROOF MEMBRANE

- A. Pretreat membrane and flashings when recommended by cleaning equipment manufacturer based upon site assessment of membrane condition.
- B. Apply pressure wash cleaning solution onto membrane and flashing surfaces.
- C. Pressure wash membrane and flashings using equipment and methods recommended in writing by cleaning equipment manufacturer for specific application. Utilize rotating wash head equipment operated at not less than 2,000 psi. Use equipment utilizing vacuum removal of wash water and residues.

END OF SECTION

SECTION 03 – FLUID-APPLIED MEMBRANE ROOFING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes cold fluid-applied hybrid roofing systems on cleaned, existing roof membrane, consisting of the following:
 - 1. Application of roof membrane and flashings consisting of multiple coats of polyurethane fluid applied membrane roofing.
- B. Related Requirements:
 - 1. Division 01 Section "Preparation for Re-Roofing" for existing roofing preparation for installation of new roofing membrane.

1.3 DEFINITIONS

- A. Roofing Terminology: Refer to ASTM D 1079 and glossary in NRCA's "The NRCA Roofing Manual" for definition of terms related to roofing work in this Section.

1.4 PERFORMANCE REQUIREMENTS

- A. General: Provide roofing membrane and base flashings that remain watertight; do not permit the passage of water; and resist specified uplift pressures, thermally induced movement, and exposure to weather without failure.
 - 1. Accelerated Weathering: Roofing system shall withstand 2000 hours of exposure when tested according to ASTM G 152, ASTM G 154, or ASTM G 155.
- B. Material Compatibility: Provide roofing materials that are compatible with one another under conditions of service and application required, as demonstrated by roofing manufacturer based on testing and field experience.
- C. Roofing System Design: Provide roofing system that will perform identically to systems that have been successfully tested by a qualified testing and inspecting agency to resist uplift pressure calculated according to ASCE 7.
 - 1. NRCA Roofing Manual (Sixth Edition) for construction details and recommendations.
 - 2. SMACNA Architectural Sheet Metal Manual (Seventh Edition) for construction details.
- D. Solar Reflectance Index: Not less than 100 initial, and 95 aged when calculated according to ASTM E 1980, based on testing identical products by a qualified testing agency.
- E. Energy Star Listing: Provide roof coating that is listed on the DOE's ENERGY STAR "Roof Products Qualified Product List" for low-slope roof products.

FLUID-APPLIED MEMBRANE ROOFING

- F. Energy Performance: Listed CRRC-1.
- G. Exterior Fire-Test Exposure: ASTM E 108, Class A; for application and roof slopes indicated, as determined by testing identical membrane roofing materials by a qualified testing agency. Materials shall be identified with appropriate markings of applicable testing agency.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product specified.
- B. Samples for Verification: For the following products:
 - 1. 8-by-10-inch (254-by-254-mm) square of fluid-applied hybrid roofing materials, including base coat and topcoat, of color specified.

1.6 INFORMATIONAL SUBMITTALS

- A. Contractor's Product Certificate: Submit notarized certificate, indicating products intended for Work of this Section, including product names and numbers and manufacturers' names, with statement indicating that products to be provided meet the requirements of the Contract Documents.
 - 1. Indicate UL listing.
- B. Qualification Data: For Installer, Manufacturer, and Roofing Inspector.
 - 1. Letter written for this Project indicating manufacturer approval of Installer to apply specified products and provide specified warranty.
 - 2. Certificate indicating Installer is qualified in Project jurisdiction to perform asbestos abatement.
- C. Product Test Reports: Based on evaluation of comprehensive tests performed by manufacturer and witnessed by a qualified testing agency, for components of roofing system.
- D. Warranties: Unexecuted sample copies of special warranties.
- E. Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including exterior and interior finish surfaces, which might be misconstrued as having been damaged by re-coating operations. Submit before Work begins.
- F. Inspection Reports: Daily reports of Roofing Inspector. Include weather conditions, description of work performed, tests performed, defective work observed, and corrective actions required and carried out.

1.7 CLOSEOUT SUBMITTALS

- A. Maintenance Data: To include in maintenance manuals.
- B. Warranties: Executed copies of approved warranty forms.

1.8 QUALITY ASSURANCE

- A. Installer Qualifications: An employer of workers trained and certified by manufacturer, including a full-time on-site supervisor with a minimum of five years' experience installing products comparable to those specified, able to communicate verbally with Contractor, Architect, and employees, and the following:
 - 1. Qualified by the manufacturer to install manufacturer's product and furnish warranty of type specified.

2. Licensed to perform asbestos abatement work in Project jurisdiction.
- B. **Manufacturer Qualifications:** Approved manufacturer listed in this Section with UL listed products, with minimum five years experience in manufacture of specified products in successful use in similar applications.
1. **Approval of Other Manufacturers and Comparable Products:** Submit the following in accordance with project substitution requirements, within time allowed for substitution review:
 - a. Product data, including certified independent test data indicating compliance with requirements.
 - b. Samples of each component.
 - c. Sample submittal from similar project.
 - d. Project references: Minimum of five installations of specified products not less than five years old, with Owner and Architect contact information.
 - e. Sample warranty.
- C. **Roofing Inspector Qualifications:** A technical representative of manufacturer not engaged in the sale of products and experienced in the installation and maintenance of the specified roofing system, qualified to perform roofing observation and inspection specified in Field Quality Control Article, to determine Installer's compliance with the requirements of this Project, and approved by the manufacturer to issue warranty certification. The Roofing Inspector shall be one of the following:
1. An authorized full-time technical employee of the manufacturer.
 2. An independent party certified as a Registered Roof Observer by the Roof Consultants Institute, retained by the Contractor or the Manufacturer and approved by the Manufacturer.
- D. **Roofing Preinstallation Conference:** Conduct conference at Project site. Review methods and procedures related to roofing system.
1. Meet with Owner; roofing materials manufacturer's representative; roofing Installer including project manager and foreman; and installers whose work interfaces with or affects roofing including installers of roof accessories and roof-mounted equipment requiring removal and replacement as part of the Work.
 2. Review methods and procedures related to preparation, including membrane roofing system manufacturer's written instructions.
 3. Review temporary protection requirements for existing roofing system that is to remain, during and after installation.
 4. Review roof drainage during each stage of roofing and review roof drain plugging and plug removal procedures.
 5. Review and finalize construction schedule, and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 6. Review base flashings, special roofing details, drainage, penetrations, equipment curbs, and condition of other construction that will affect re-coating.
 7. Review HVAC shutdown and sealing of air intakes.
 8. Review shutdown of fire-suppression, -protection, and -alarm and -detection systems.
 9. Review procedures for asbestos removal or unexpected discovery of asbestos-containing materials.
 10. Review governing regulations and requirements for insurance and certificates if applicable.
 11. Review existing conditions that may require notification of Owner before proceeding.

1.9 PROJECT CONDITIONS

- A. Owner will occupy portions of building immediately below roofing area. Conduct roofing so Owner's operations will not be disrupted. Provide Owner with not less than 72 hours' notice of activities that may affect Owner's operations.
- B. Protect building, adjacent buildings, walkways, site improvements, exterior plantings, and landscaping from damage or soiling from roofing operations.
- C. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.
- D. Weather Limitations: Proceed with roofing work only when existing and forecasted weather conditions permit Work to proceed without water entering into existing roofing system or building.
 - 1. Store all materials prior to application at temperatures between 60 and 90 deg. F.
 - 2. Apply coatings within range of ambient and substrate temperatures recommended by manufacturer. Do not apply materials when air temperature is below 50 or above 110 deg. F.
 - 3. Do not apply roofing in snow, rain, fog, or mist.

1.10 WARRANTY

- A. Special Warranty: Written warranty in which Manufacturer agrees to repair roof installations that fail to meet Performance specifications within specified warranty period.
 - 1. Manufacturer Inspection and Preventive Maintenance Requirement: By manufacturer's technical representative. The cost of manufacturer's annual inspections and preventive maintenance is included in the Contract Sum. Inspections to occur every 5 years.
 - 2. Period: **20** years from date of completion of roofing work.
 - 3. Alternate Warranty: Period: 40 years from date of completion of roofing work.
- B. Installer's Warranty: Submit roofing Installer's warranty, on warranty form at end of this Section, signed by Installer, covering the Work of this Section and related Sections indicated above, including all components of built-up roofing such as built-up roofing membrane, base flashing, roof insulation, fasteners, cover boards, substrate boards, vapor retarders, roof pavers, and walkway products, for the following warranty period:
 - 1. Warranty Period: Two years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Basis-of-Design Manufacturer/Product: The roof system specified in this Section is based upon products of Tremco, Inc., that are named in other Part 2 articles. Subject to compliance with requirements, provide the named product or an approved comparable product by one of the following:
 - 1. Sika Corporation
 - 2. Kemper.
- B. Source Limitations: Obtain roofing materials from single source from single manufacturer.

2.2 MATERIALS

- A. General: Roofing materials recommended by roofing system manufacturer for intended use and compatible with components of existing membrane roofing system.

FLUID-APPLIED MEMBRANE ROOFING

- B. Temporary Roofing Materials: Selection of materials and design of temporary roofing is responsibility of Contractor.
- C. General: Provide adhesive and sealant materials recommended by roofing manufacturer for intended use and compatible with built-up roofing.
 - 1. Liquid-type auxiliary materials shall comply with VOC limits of authorities having jurisdiction.

2.3 FLUID-APPLIED ROOFING MEMBRANE

Urethane Elastomeric Fluid-Applied System: ASTM D 7311, elastomeric, two part, bio based, two-coat chemical cured, polyurethane, fluid-applied roofing formulated for application to existing smooth surface roofing, with the following minimum physical properties:

- 1. Aromatic Urethane Base Coat:
 - a. Volatile Organic Compounds (VOC), ASTM D 3960: Not greater than 1 g/L (A+B mix).
 - b. Tensile Strength: 1,400 lb / sq. in., ASTM D 412.
 - c. Water Vapor Transmission: 0.19 perms, ASTM E96.
 - d. Low Temperature Flexibility: Pass at -25 deg F, ASTM D522.
 - e. Tear Strength: 309 lbf, ASTM D 5147.
 - f. Water Absorption: 0.008, ASTM D 471.
 - g. Indentation Hardness: 88 Shore A, ASTM D 2240.
 - h. Dimensional Stability: less than 0.1 %, ASTM D 5147.
 - i. Volume Solids: 100%, ASTM D 2697.
 - j. Weight Solids: 100%, ASTM D 1644.
 - k. Viscosity: 2,500 – 5,500 cp, ASTM D 2196.
- 2. Aliphatic Urethane Top Coat:
 - a. Volatile Organic Compounds (VOC), ASTM D 3960: Not greater than 6 g/L (A+B mix).
 - b. Tensile Strength: 1,400 lb / sq. in., ASTM D 412.
 - c. Water Vapor Transmission: 0.19 perms, ASTM E96.
 - d. Low Temperature Flexibility: Pass at -25 deg F, ASTM D522.
 - e. Tear Strength: 309 lbf, ASTM D 5147.
 - f. Water Absorption: 0.008, ASTM D 471.
 - g. Indentation Hardness: 81 Shore A, ASTM D 2240.
 - h. Dimensional Stability: less than 0.1 %, ASTM D 5147.
 - i. Reflectivity: 84%, ASTM C 1549.
 - j. Emissivity: 87%, ASTM C 1371.
 - k. SRI: 105, ASTM E 1980.
 - l. Volume Solids: 100%, ASTM D 2697.
 - m. Weight Solids: 100%, ASTM D 1644.
 - n. Viscosity: 2,500 – 5,500 cp, ASTM D 2196.

2.4 AUXILIARY ROOFING MEMBRANE MATERIALS

- A. General: Auxiliary materials recommended by roofing system manufacturer for intended use and compatible with existing roofing system and fluid-applied roofing system.
- B. Primer: Single component primer for use with Urethane Elastomeric Fluid-Applied System.
- C. Polyester fabric reinforcement: 100% stitch bonded.
- D. Optional Fiberglass Reinforcement: Medium to fine fiber, rapid wetting chopped strand glass mat for fluid-applied membrane and flashing.

- E. Seam sealer: Single component, high solids moisture curing, polyurethane.
- F. Miscellaneous Accessories: Provide miscellaneous accessories recommended by roofing system manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with the following requirements and other conditions affecting performance of roofing system:
 - 1. Verify that roof openings and penetrations are in place and curbs are set and braced and that roof drain bodies are securely clamped in place.
 - 2. Verify that wood cants, blocking, curbs, and nailers are securely anchored to roof deck at penetrations and terminations and that nailers match thicknesses of insulation.
 - 3. Verify that deck is securely fastened with no projecting fasteners and with no adjacent units in excess of 1/16 inch (1.6 mm) out of plane relative to adjoining deck.

3.2 PREPARATION

- A. Clean existing roofing and protect existing building in accordance with requirements of Section 070150 "Preparation for Re-Roofing."
- B. Clean substrate of dust, debris, moisture, and other substances detrimental to roofing installation according to roofing manufacturer's written instructions. Remove sharp projections.
- C. Protect existing roofing system that is indicated to remain, and adjacent portions of building and building equipment.
 - 1. Comply with warranty requirements of existing roof membrane manufacturer.
 - 2. Mask surfaces to be protected. Seal joints subject to infiltration by coating materials.
 - 3. Limit traffic and material storage to areas of existing roofing membrane that have been protected.
 - 4. Maintain temporary protection and leave in place until replacement roofing has been completed.
- D. Shut down air intake equipment in the vicinity of the Work in coordination with the Owner. Cover air intake louvers before proceeding with re-coating work that could affect indoor air quality or activate smoke detectors in the ductwork.
 - 1. Verify that rooftop utilities and service piping affected by the Work have been shut off before commencing Work.
- E. Maintain roof drains in functioning condition to ensure roof drainage at end of each workday. Prevent debris from entering or blocking roof drains and conductors. Use roof-drain plugs specifically designed for this purpose. Remove roof-drain plugs at end of each workday, when no work is taking place, or when rain is forecast.
 - 1. Do not permit water to enter into or under existing membrane roofing system components that are to remain.

3.3 FLUID-APPLIED MEMBRANE ROOFING INSTALLATION, GENERAL

- A. Install roofing membrane according to roofing manufacturer's written instructions.
 - 1. Commence installation of roofing in presence of manufacturer's technical personnel.

FLUID-APPLIED MEMBRANE ROOFING

- B. Coordinate installation of roofing so insulation and other components of roofing not permanently exposed are not subjected to precipitation or left uncovered at the end of the workday or when rain is forecast.
 - 1. Provide tie-offs at end of each day's work to cover exposed roofing sheets and insulation with a course of coated felt set in roofing cement with joints and edges sealed.
 - 2. Complete terminations and base flashings and provide temporary seals to prevent water from entering completed sections of roofing.
 - 3. Remove and discard temporary seals before beginning work on adjoining roofing.
- C. Substrate-Joint Penetrations: Prevent fluid-applied materials and adhesives from penetrating substrate joints, entering building, or damaging built-up roofing components or adjacent building construction.

3.4 FLUID-APPLIED MEMBRANE APPLICATION

- A. Prime roof with WB Primer for Urethane Coatings as per manufacturer's instructions.
- B. Base Coat: Apply coating base coat in accordance with manufacturer's written instructions. Back roll to achieve minimum wet mil coating thickness as recommended by manufacturer; verify thickness of base coat as work progresses.
 - 1. Apply base coat on prepared and primed surfaces and spread coating evenly.
 - 2. Allow base coat to cure prior to application of top coat.
- C. Fluid-Applied Flashing Application: Complete base coat and fiberglass reinforcement at parapets, curbs, penetrations, and drains prior to application of field of fluid-applied membrane.
 - 1. Extend coating minimum of 8 inches up vertical surfaces and 4 inches onto horizontal surfaces.
 - 2. Roof Drains: Install base coat onto surrounding membrane surface and metal drain bowl flange. Install target piece of fiberglass reinforcement immediately into wet base coat and roll to fully embed and saturate fabric. Reinstall clamping ring and strainer following application of top coat. Replace broken drain ring clamping bolts.
- D. Top Coat: Apply topcoat uniformly in a complete installation to flashings and field of roof.
 - 1. If topcoat is not applied within 24 - 48 hours of the base coat application, use manufacturer's recommended primer.
 - 2. Apply topcoat to flashings extending coating up vertical surfaces and out onto horizontal surfaces 4 inches. Install top coat over field base coat and spread coating evenly.
 - 3. Back roll to achieve desired wet mil thickness unless otherwise recommended by manufacturer.
 - 4. Avoid foot traffic on new fluid-applied membrane for a minimum of 24 hours.
- E. Slip-Resistant Walkway Topcoat: Apply walkway second topcoat following application and curing of top coat. Locate as indicated, or as directed by Owner.
 - 1. Mask walkway location with tape.
 - 2. Prime first top coat prior to application of walkway top coat if walkway top coat is not applied within 72 hours of the first top coat application, using manufacturer's recommended primer.
 - 3. Back roll to achieve wet mil thickness of 20 mils unless otherwise recommended by manufacturer.
 - 4. Broadcast 20 to 30 lbs. per 100 sq. ft. of Slip-Resistant Top Coat Aggregate in wet top coat.
 - 5. Back roll sand and top coat creating even dispersal of sand. Remove masking immediately.

3.5 FIELD QUALITY CONTROL

- A. Repair fluid-applied membrane where test inspections indicate that they do not comply with specified requirements.

- B. Arrange for additional inspections, at Contractor's expense, to verify compliance of replaced or additional work with specified requirements.

3.6 PROTECTING AND CLEANING

- A. Protect roofing system from damage and wear during remainder of construction period.
- B. Correct deficiencies in or remove coating that does not comply with requirements, repair substrates, and reapply coating.
- C. Clean overspray and spillage from adjacent construction using cleaning agents and procedures recommended by manufacturer of affected construction.

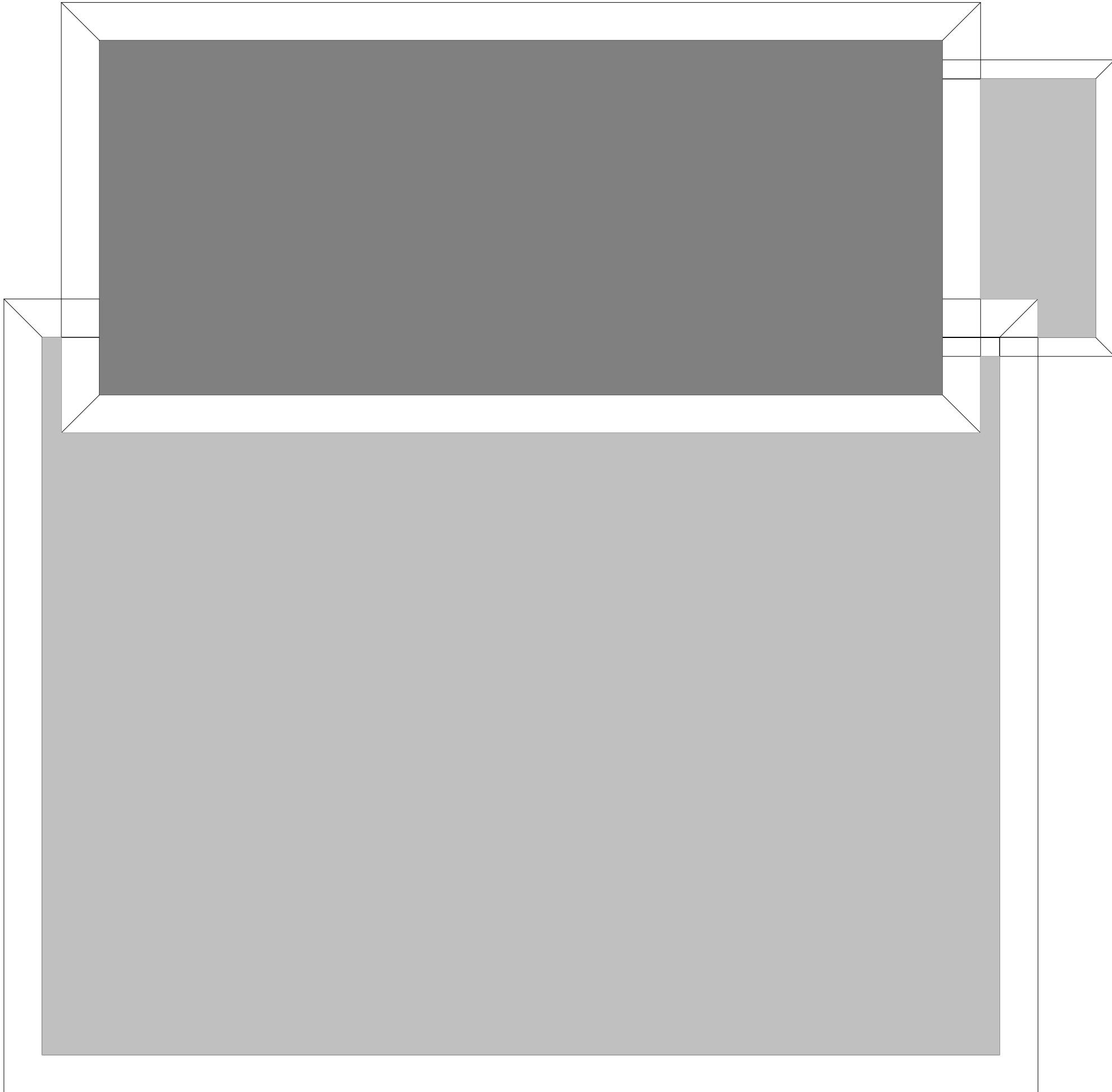
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URBANA FIRE STATION 2

2103 South Philo Road
Urbana, Illinois 61802

GENERAL NOTES

1. ALL ROOF COMPONENTS AND MATERIALS SHOWN ARE NEW UNLESS OTHERWISE NOTED.
2. FOR THE PURPOSE OF CLARITY, SOME SPECIFIC COMPONENTS OF DETAILS MAY BE DRAWN NOT TO SCALE INDICATED.
3. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND CONDITIONS AND REPORT ANY DISCREPANCIES TO THE OWNERS REPRESENTATIVE.
4. FOR WORK INDICATED "REPLACE AND/OR REPAIR", AND OTHER SIMILAR NOTES, INCLUDING APPLIED FINISHES, PROVIDE STRUCTURALLY SOUND, CONTINUOUS, UNDAMAGED, UNDECAYED, COMPLETE MATERIALS, COMPONENTS AND SYSTEMS WITH LIKE-NEW APPEARANCE AND OPTIMUM FUNCTIONAL CHARACTERISTICS.
5. USE SIMILAR AND/OR COMPATIBLE MATERIALS, COMPONENTS AND SYSTEMS FOR EXTENSIONS AND OTHER MODIFICATIONS OF EXISTING DUCTWORK, VENTS, PIPES, CONDUITS AND OTHER ROOF RELATED SYSTEMS. COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES OF AUTHORITIES HAVE JURISDICTION.
6. FOR ALL MODIFICATIONS TO SYSTEMS AND EQUIPMENT HAVING WARRANTIES IN EFFECT, COMPLY WITH MANUFACTURERS' AND INSTALLERS' REQUIREMENTS TO MAINTAIN AT MINIMUM THE REMAINING WARRANTY PERIOD.



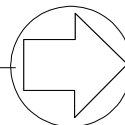
■ Restore
■ Repair

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D2 DETAILS

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NO SCALE

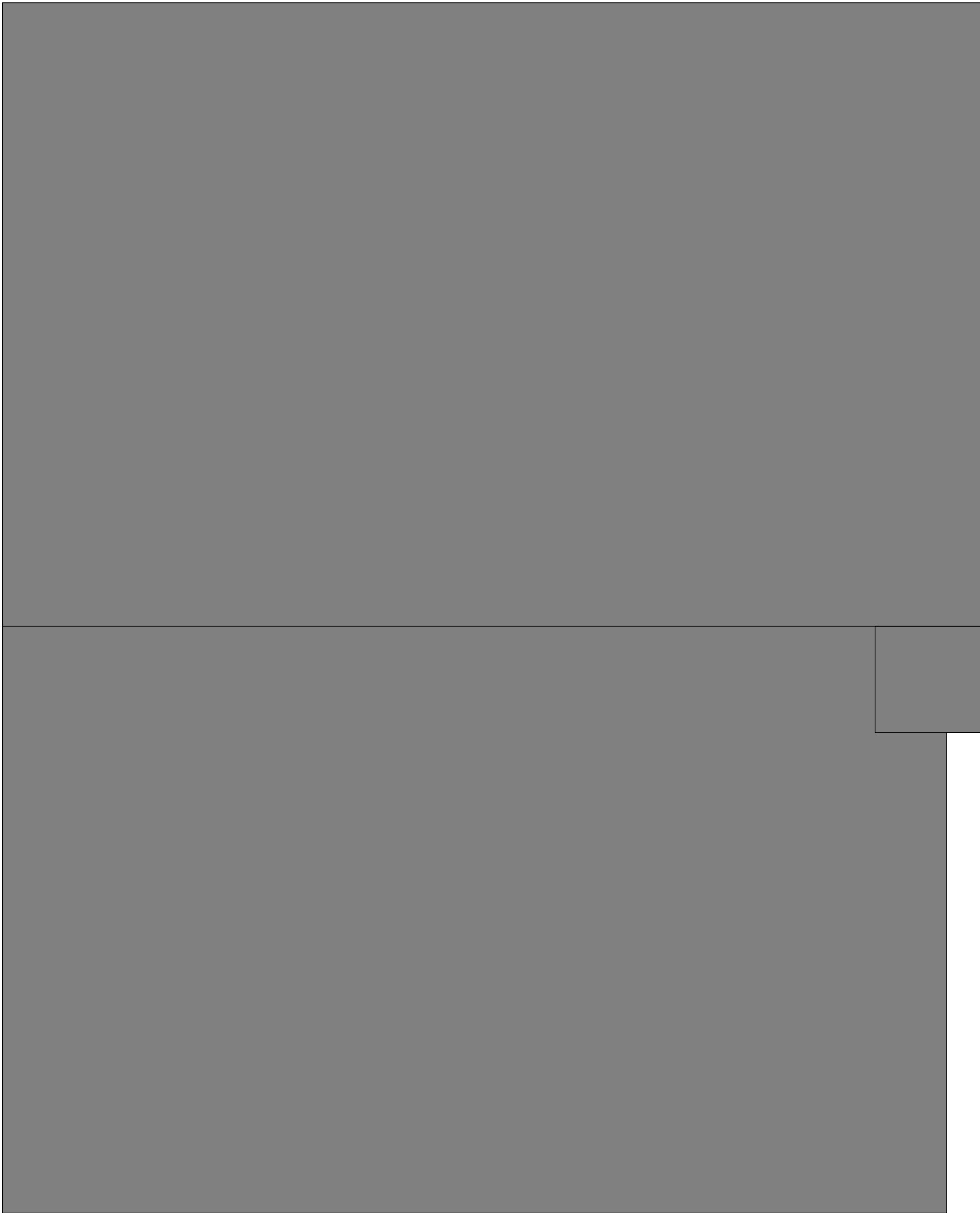


QUALITY ASSURANCE

AS SPECIFIED, ALL FINISHED WORK SHALL BE CLEAN NEAT AND HAVE A FIRST CLASS APPEARANCE. SLOPPY WORKMANSHIP WILL NOT BE ACCEPTED. EXCESSIVE AMOUNTS OF CAULKING, GLUES, ETC. SHALL BE REMOVED AND CLEANED FROM THE NEW WORK. PAVERS WALKWAYS, METAL COPING CAPS, GRAVEL STOPS, METAL COVERS, ETC. WHICH CANNOT BE CLEANED SHALL BE REPLACED BY THE CONTRACTOR. ALL NEW WORK SHALL APPEAR TO BE NEW AND ALL EXISTING ITEMS SHALL BE RETURNED TO THEIR CONDITION PRIOR TO CONSTRUCTION.

URBANA FIRE STATION 3

1407 North Lincoln Avenue
Urbana, Illinois 61802



■ Restore

GENERAL NOTES

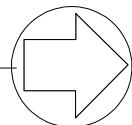
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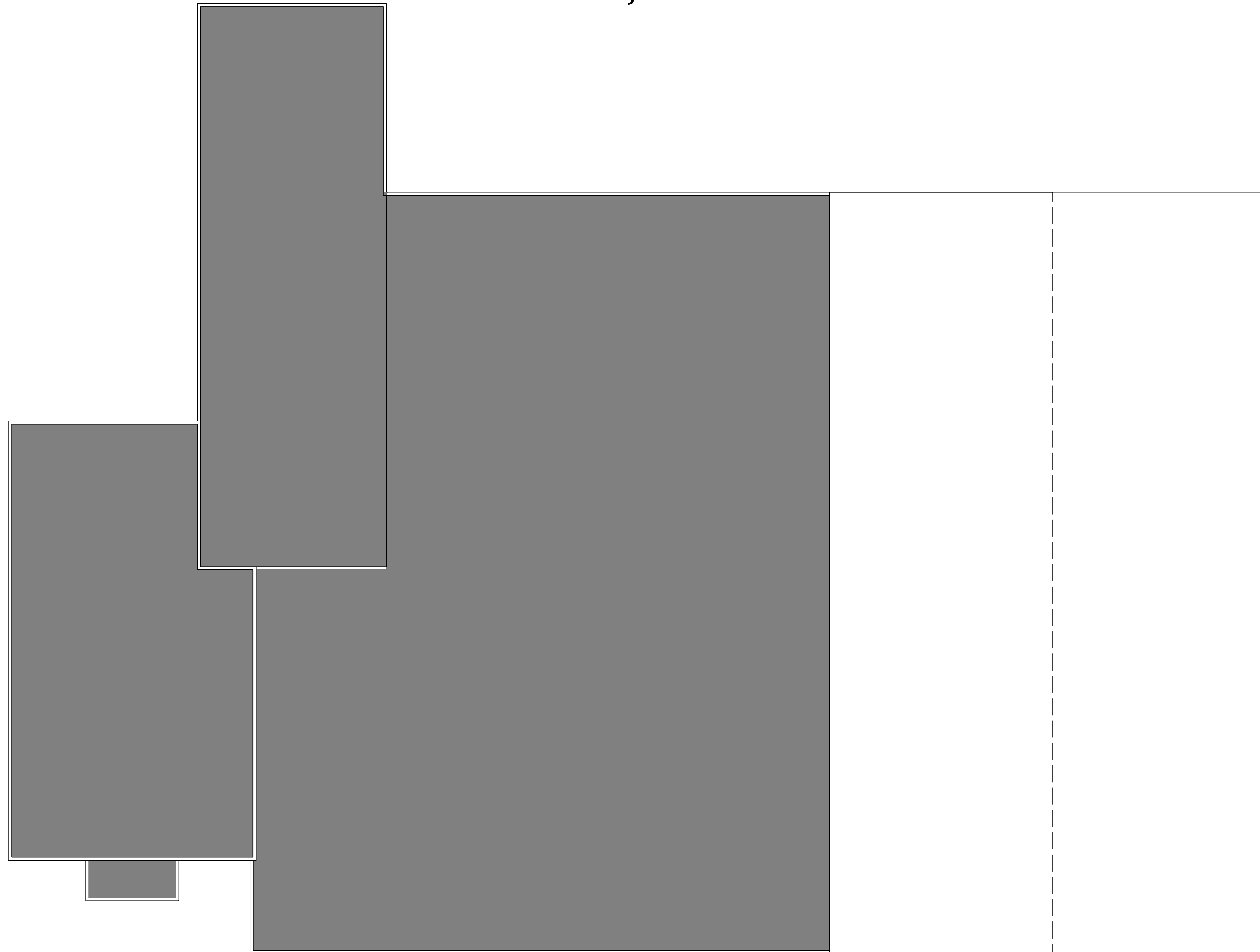


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URBANA PUBLIC WORKS

706 South Glover Avenue
Urbana, Illinois 61802

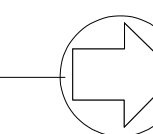


■ Repair

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QUALITY ASSURANCE

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August 12, 2016

PROJECT: Bid 1617-02 Roof Restorations and Repairs

You are invited to submit a lump sum bid for the general construction work for the projects listed above. Your bid should include all delivery installation, permits and applicable taxes.

Bid will be received via traditional sealed bid. The City of Urbana reserves the right to reject all bids and accept any quote regardless of which vendor is low. All bidders are required to provide two copies of your final quotation using the attached bid form by 2:00PM on or before Thursday, September 1, 2016.

**BID FORM
GENERAL CONSTRUCTION**

Bid 1617-02 Roof Restorations and Repairs

2103 South Philo Road, Urbana, IL
1407 North Lincoln Avenue, Urbana, IL
706 South Glover Avenue, Urbana, IL

DATE: _____

SUBMITTED BY: «Contractor» _____
«Address» _____
«City_State_Zip» _____
Name of Bidder: _____
Telephone Number of Bidder: _____

TO: Mr. Vince Gustafson, Public Facilities Supervisor
City of Urbana, Illinois
Public Works Department
706 S. Glover Avenue
Urbana, Illinois

Submit Via: Sealed Envelope. Mail, Fed Ex., UPS

Questions to: Mr. Vince Gustafson, Public Facilities Supervisor
(217) 384-2342
vhgustafson@urbanaininois.us

Substitutions: Must be submitted by Aug. 26, 2016, 2 pm. for review
No substitutions will be accepted after this date.

All substitutions must meet requirements established in section 1 of specification in its entirety.

PROJECT: Roof Restorations and Repairs

1. Base Bid #1

UFD Station #2 Roof Restoration Section A and Repairs to Section B, C and D (shingle repairs)

Having examined the Contract documents in Bid 1617-02, as prepared by the City of Urbana and Dan Janssen, Tremco for construction of the Project, and having inspected the site and the conditions affecting and governing the construction of said Project, the undersigned Bidder hereby proposes to furnish all labor and materials, supervision, coordination, transportation, services and equipment required to construct and properly complete the work included in the Contract Document for the lump sum of:

Dollars _____ (\$ _____)
(Words) (Figures)

2. Base Bid #2

UFD Station #3 Roof Restoration Upper and Lower Sections A, B and C (chimney)

Having examined the Contract documents in Bid 1617-02, as prepared by the City of Urbana and Dan Janssen, Tremco for construction of the Project, and having inspected the site and the conditions affecting and governing the construction of said Project, the undersigned Bidder hereby proposes to furnish all labor and materials, supervision, coordination, transportation, services and equipment required to construct and properly complete the work included in the Contract Document for the lump sum of:

Dollars _____ (\$ _____)

3. Base Bid #3

Repairs to Public Works Department as specified

Dollars _____ (\$ _____)

4. Combined Price for all work

Dollars _____ (\$ _____)

5. Unit Prices

- Ballasted EPDM Field Lap Repair \$ _____/lin. ft.
- Wet Insulation Replacement \$ _____/sq. ft.
- Metal Deck Repair \$ _____/sq. ft.
- Concrete Deck Repair \$ _____/sq. ft.
- Wood Nailer Replacement 2 x 4 \$ _____/lin. ft.
- 2 x 6 \$ _____/lin. ft.
- 2 x 8 \$ _____/lin. ft.

6. CHANGE ORDERS

Overhead Fee	Percentage	_____ %
Profit Fee	Percentage	_____ %

7. The undersigned Bidder acknowledges receipt of the following addenda:

8. SIGNATURES:

Date: _____

Signed: _____

By: _____

Title: _____

Name of Firm: _____

Attested : _____

LIST OF SUBCONTRACTORS

Mark one of the boxes below:

- Proposer does not propose to subcontract the work.

- Proposer intends to subcontract certain portions of the work to the individuals/firms listed below:

NAME:	TYPE OF WORK:
ADDRESS	
	LICENSE #:
PHONE:	

NAME:	TYPE OF WORK:
ADDRESS	
	LICENSE #:
PHONE:	

NAME:	TYPE OF WORK:
ADDRESS	
	LICENSE #:
PHONE:	

NAME:	TYPE OF WORK:
ADDRESS	
	LICENSE #:
PHONE:	

NAME:	TYPE OF WORK:
ADDRESS	
	LICENSE #:
PHONE:	

NAME:	TYPE OF WORK:
ADDRESS	
	LICENSE #:
PHONE:	

Name of Individual/Firm Submitting Proposal:

Signature of Proposer:

THIS FORM MUST BE COMPLETED BY THE CONTRACTOR AND INCLUDED IN THE PROPOSAL.

<p style="text-align: center;">CITY OF URBANA HUMAN RELATIONS DIVISION 400 SOUTH VINE ST. URBANA, ILLINOIS 61801 (217) 384-2455 (phone); 328-8288 (fax) hro@urbanaininois.us</p>	Office Use Only (09/15)	
	Requested by:	Date:
	Approved by:	Date:
	Certification Date:	
	Certificate Expiration Date:	

EQUAL EMPLOYMENT OPPORTUNITY (E.E.O.) WORKFORCE STATISTICS FORM

Please complete the sections below as instructed. Failure to properly complete this form may result in a delay or denial of eligibility to bid or do business with the City of Urbana.

Section I. Identification

1. Company Name and Address:

Name:

d/b/a:

Address:

City/State/Zip:

Telephone Number(s) include area code:

Check one of the following

Corporation	Partnership	Individual Proprietorship	Limited Liability Corp.
-------------	-------------	---------------------------	-------------------------

FEI Number:	Social Security Number:
-------------	-------------------------

2. Name and Address of the Company's Principal Office *(answer only if not the same as above)*

Name:

Address:

City/State/Zip

3. Major activity of your company (product or service):

4. Project on which your company is bidding:

5. City of Urbana contact staff assigned to contract:

SECTION II. Policies and Practices

Description of EEO Policies and Practices		YES	NO
A.	Is it the Company's policy to recruit, hire, train, upgrade, promote and discipline persons without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual preference, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income ?		
B.	Has someone been assigned to develop procedures, which will assure that the EEO policy is implemented and enforced by managerial, administrative, and supervisory personnel? If so, please indicate the name and title of the official charged with this responsibility. Name: _____ Title: _____ Telephone: _____ Email: _____		
C.	Does the company have a written Equal Employment Opportunity plan or statement? Note: If no, a copy of an E.E.O statement is enclosed. You must attach an EEO Statement in order to be considered eligible to do business with the City of Urbana. Questions? (217) 384-2455 or hro@city.urbana.il.us.		
D.	Has the company developed a written policy statement prohibiting Sexual Harassment? You must attach a copy of your company's Sexual Harassment Policy in order to be considered eligible to do business with the City of Urbana.		
E.	Have all recruitment sources been notified that the company will consider all qualified applicants without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?		
F.	If advertising is used, does it specify that all qualified applicants will be considered for employment without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?		
G.	Has the contractor notified all of its sub-contractors of their obligations to comply with the Equal Opportunity requirements either in writing, by inclusion in subcontracts or purchase orders?		
H.	Is the company a state certified minority/women owned business? If yes, please attach a copy of state certification.		
I.	Does the company have collective bargaining agreements with labor organizations ?		
J.	If you answered yes to Question "I", have the labor organizations been notified of the company's responsibility to comply with the Equal Employment Opportunity requirements in all contracts with the City of Urbana?		
K.	Does your company perform construction, rehabilitation, alteration, conversion, demolition or repair of buildings, highways or other improvements to real property? (If yes, please complete Table B.)		
L.	Are you currently seeking to renew an existing or expired Urbana EEO certification? (If yes, you need to complete Table C.)		

SECTION III. Employment Information

IMPORTANT: Please complete the company workforce analysis on the bottom of this page. Use the number of employees as of the most recent payroll period. **You must complete this form in its entirety, as instructed and submit your organization's (1) EEO Statement and (2) Sexual Harassment Policy in order to be eligible to do business with the City of Urbana. For detailed descriptions of the Job Classifications see attached descriptions. If minorities and females are currently under-represented in your workforce, please attach a copy of an explanation of your plan to recruit and hire qualified minorities and females.**

TABLE A – TOTAL CONTRACTOR/VENDOR WORKFORCE

Job Categories	Overall Totals		White (Not of Hispanic Origin)		Black or African-American (Not of Hispanic Origin)		Hispanic or Latino		Asian or Pacific Islander		American Indian or Alaskan Native	
	M	F	M	F	M	F	M	F	M	F	M	F
Officials & Mgrs												
Professionals												
Technicians												
Sales Workers												
Office & Clerical												
Craft Workers (Skilled)												
Operatives (Semi-Skilled)												
Laborers (Unskilled)												
Service Workers												
TOTAL												
M = MALE, Column B is sum of Rows D, F, H, J and L. F = FEMALE, Column C is sum of Rows E, G, I, K and M.												
Date of above Data: _____												

TABLE B* – EMPLOYEES TO BE ASSIGNED TO CITY OF URBANA CONTRACT

Job Categories	TOTAL EMPLOYEES		BLACK EMPLOYEES		HISPANIC EMPLOYEES		OTHER MINORITY EMPLOYEES	
	M	F	M	F	M	F	M	F
Officials & Mgrs								
Professionals								
Technicians								
Sales Workers								
Office & Clerical								
Craft Workers (Skilled)								
Operatives (Semi-Skilled)								
Laborers (Unskilled)								
Service Workers								
TOTAL								

*Totals included in Table B should be a projection of numbers of persons to be employed in the performance of the City contract.

For Contractors: Data provided in Table B will be verified by worksite inspections.

TABLE C – WORKFORCE TURNOVER SINCE PREVIOUS EEO REPORT

Job Categories	TOTAL EMPLOYEES SEPARATED		MINORITY EMPLOYEES SEPARATED		TOTAL EMPLOYEES HIRED		MINORITY EMPLOYEES HIRED	
	M	F	M	F	M	F	M	F
Officials & Mgrs								
Professionals								
Technicians								
Sales Workers								
Office & Clerical								
Craft Workers (Skilled)								
Operatives (Semi-Skilled)								
Laborers (Unskilled)								
Service Workers								
TOTAL								

SECTION IV. Certification

By signing below, the company certifies that it has answered all of the foregoing questions truthfully to the best of its knowledge and belief and agrees that it/he/she will comply and abide by the City of Urbana's Code of Ordinances (Section 2-119).

Signature

Printed Name and Title

E-mail Address

Date

SECTION V. Verification

Prior to submitting this form, please check the answers to the following questions to verify your completion of this form:

1. **Did you fill in all of the appropriate boxes in the table in Section III, including the "TOTAL" row?**

YES _____

NO _____

2. **Have you enclosed your company's EEO statement?**

YES _____

NO _____

3. **Have you enclosed your company's Sexual Harassment policy?**

YES _____

NO _____

DEFINITIONS OF TERMS LISTED ON THE WORKFORCE STATISTICS FORM

(See previous Page)

DESCRIPTION OF RACE/ETHNIC CATEGORIES

Race /ethnic designations as used by the Department do not denote scientific definitions of anthropological origins. For the purposes of this report, an employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person should be counted in more than *one* race/ethnic group. The race/ethnic categories for this report are:

White (Not of Hispanic origin). All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.

Black of African-American (Not of Hispanic origin). All persons having origins in any of the Black racial groups of Africa.

Hispanic or Latino. All persons of Mexican, Puerto Rican, Cuban, Central of South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander. All persons having origins any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands and Samoa.

American Indian or Alaskan Native. All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

DESCRIPTION OF JOB CATEGORIES

Each employee should be counted in only one job category. Select the category containing the jobs most similar to that performed by the employee. The jobs listed in each category are intended to provide an example, not a complete list, of all job titles falling into that category.

Officials and managers. Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual departments or special phases of firm's operations. Includes: officials, executives, middle management, plant managers, department managers, and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, railroad conductors and yard masters, ship captains, mates and other officers farm operators and managers, and kindred workers.

Professionals. Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, layers, librarians, mathematicians, natural scientist, registered professional nurses, personnel and labor relations specialist, physical scientist, physicians, social scientist, teachers, surveyors and kindred workers.

Technicians. Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through 2 years of post high school education, such as is offered in many technical institutes and union colleges, or through equivalent on-the-job training. Include: computer programmers, drafters, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.

Sales. Occupations engaging wholly or primarily in direct selling. Includes: advertising agents and sales workers, insurance agents and brokers, real estate agents, and brokers, stock and bond sales workers, demonstrators, sales workers and sales clerks, grocery clerks, and cashiers/checkers, and kindred workers.

Office and clerical. Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers, collectors (bills and accounts), messengers and office helpers, office machine operators (including computer), shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.

Craft workers (skilled). Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. Includes: the building trades, hourly paid supervisors and lead operators who are not members of occupations, compositors and typesetters, electricians, engravers, painters (construction and maintenance), motion picture projectionists, pattern and model makers, stationary hand painters, coaters, bakers, decorating occupations, and kindred workers.

Operatives (semiskilled). Workers who operate machine or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. Includes: apprentices (auto service and stitchers, dryers, furnace workers, heaters, laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (manufactured articles), photographic process workers, truck and tractor drivers, knitting, looping, taping and weaving machine operators, welders and flame cutters, electrical and electronic equipment assemblers, butchers and meatcutters, inspectors, testers and graders, handpackers and packagers, and kindred workers.

Laborers (unskilled). Workers in manual occupations which generally require no special training who perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. Includes: garage laborers, car washers and greasers, groundskeepers and gardeners, farmworkers, stevedores, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operation and kindred workers.

Service workers. Workers in both protective and nonprotective service occupations. Includes: Attendants (hospital and other institutions, professional and personal service, including nurses aides, and orderlies), barbers, charworkers and cleaners, cooks, counter and fountain workers, elevator operators, firefighters and fire protection, guards, doorkeepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, amusement and recreation facilities attendants, guides, ushers, public transportation attendants, and kindred workers.

**CITY OF URBANA, ILLINOIS
PURCHASING CERTIFICATION FORM (Rev. 4/06)**

The City of Urbana requires all vendors doing business at the above levels with the City to comply with certain local, state and federal requirements. By signing below, the vendor certifies, that they are familiar with and are in compliance with all of the legislative acts summarized below. False certification on this form, or the failure to fully comply with all of the requirements of these acts, may result in the termination of any contract, debarment from future contacts from either the City of Urbana, State of Illinois or any other governmental agency, and may subject the vendor to other legal actions.

DRUG FREE WORKPLACE ACT: An act to create a drug free workplace and prevent the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance by anyone while involved in the performance of a contract for the City of Urbana. (30 ILCS 580/1 et. seq.)

CERTIFICATION OF COMPLIANCE: An act to insure that all contracts for goods, services or construction are obtained only through an independent noncollusive submission of offers, the vendor must certify that it is not barred from contracting with any unit of the State of Illinois or any Illinois local governmental agency as a result of any bid-rigging or bid-rotating. (720 ILCS 5/33E 1 et. seq.)

DELINQUENT TAXPAYERS: An act to certify that any vendors doing business with the City of Urbana are not delinquent in the payment of any tax administered by the Illinois Department of Revenue. (65 ILCS 5/11-42.1-1)

SIGNATURES (COMPLETE APPROPRIATE SECTION)

INDIVIDUAL **PARTNERSHIP** **CORPORATION** (check one)

Name of the Business _____

Signed By: _____

Printed Name: _____

Business Address: _____

Business Phone Number: _____

Date _____

**City of Urbana, Illinois
C O N T R A C T**

- 1] THIS AGREEMENT, made and concluded this _____ day of _____ between the City of Urbana, Illinois, acting by and through William R. Gray, Director of Public Works, known as the party of the first part, and _____, his/her/their executors, administrators, successors or assigns, known as the party of the second part.
- 2] WITNESSETH: That for and in consideration of the payments and agreements mentioned in the Proposal, hereto attached, the party of the second part agrees with said party of the first part at his/her/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described and in full compliance with all of the plans of this agreement for **Roof Restorations and Repairs, Bid No. 1617-02**, for a total base bid amount of _____.
- 3] It is also understood and agreed that all documents accompanying the Specifications, including the Invitation to Bid, Instructions to Bidders, Proposal Form, and Drawings for:
Bid No. 1617-02
Roof Restorations and Repairs
are all essential documents of this Contract and are a part hereof. The amount of this contract, unless amended, is _____, as stated in the Proposal.
- 4] IN WITNESS WHEREOF, the said parties have executed these presents on the dates mentioned above.

PARTY OF THE FIRST PART:

CITY OF URBANA, ILLINOIS
Public Works Department
706 South Glover Avenue
Urbana, Illinois 61802

Director of Public Works

(print name)

PARTY OF THE SECOND PART:

Authorized Signature

(print name)

(print title)