

REQUEST FOR PROPOSALS (RFP)
ROOF REPAIR CITY OF ZION PUBLIC WORKS BULDING
LOCATED 3220 W. 27TH STREET

To All Interested Bidders:

Bidders are invited to submit a formal Proposal to for the installation of a Hot-Air seam welded reinforced membrane over an existing metal roof at the City of Zion Public Works Facilities with the attached General Conditions and Specifications.

Please submit one original copy of the Proposal.

if any questions arise from the RFP, the bidder may submit to Ray Roberts Director of Public Works & Engineering via email at raylr@zion.il.us Any interpretation documents will be made by addendum to the RFP. All questions should be emailed no later than 3:30 p.m., Wednesday 18, 2021. All questions that arise that require an addendum will be posted on the City of Zion website (cityofzion.com).

Sealed Proposals will be received in the City Hall until 10:00 a.m. August 23, 2021. All Proposals shall be clearly marked with "ROOF REPAIR CITY OF ZION PUBLIC WORKS BULDING RFP." City Clerk will publicly open bids and read aloud at the City Hall Council Chambers located at 2828 Sheridan Road, Zion, Illinois 60099

All sealed Proposals must be delivered to the following address:

City of Zion
2828 Sheridan Road
Zion, Illinois 60099

Proposals will be opened at the time and date, and location indicated above. The Proposals shall remain firm for not less than thirty (30) calendar days from the date of receipt of the Proposal. Bidders guarantee that all goods and services meet the requirements of the solicitation during the contract period.

The City of Zion reserves the right to reject any or all bids, to waive informalities or technicalities in bidding, to re-advertise for bids, or to accept the proposal which it deems most favorable to the interest of the City.

GENERAL CONDITIONS

The following are the general conditions for the work to be performed.

SCOPE of WORK

It is understood that except as otherwise specifically stated in the contract, the contractor shall provide and pay for all materials, labor, tools, equipment, and transportation of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Permits and licenses necessary for the execution of work shall be secured by the contractor but no fees will be charged to the contractor. All supplies and material shall be new. Any work necessary to be performed after regular working hours, such as work performed on Sundays or legal holidays shall be requested in writing and performed without additional expense to the City.

EXISTING CONDITIONS

The contractor in undertaking the work under this contract, is assumed to have visited the premises and to have taken into consideration all conditions which might affect the work. No consideration will be given to any claims based on lack of knowledge of existing conditions.

INSURANCE

Prior to the commencement of work, the contractor shall furnish to the City a certificate of liability insurance in strict accordance of (Exhibit 1). The contractor agrees to comply with the provisions of Worker's Compensation laws of the State of Illinois.

The contractor further shall maintain such insurance (with limits as required in exhibit 1) as shall protect the contractor and the City from any claims for property damage or personal injury, including death, which may arise out of operations under this contract, and contractor shall furnish the City with certificates and policies of such insurance as shown in exhibit 1. Insurance coverage shall be maintained until the work has been completed by contractor.

STATEMENT of CONTRACTOR QUALIFICATIONS

As part of the Proposal and before awarding of the contract, the bidder shall demonstrate to the complete satisfaction of the City, that the bidder has the necessary certifications, licenses, facilities, ability and financial resources to execute the work in a satisfactory manner within the time specified; that the contractor has had experience in work of the same nature; and that the contractor has past history and references which will assure the City of the contractors qualifications for executing the work. The competency and responsibility of bidders and of their proposed subcontractors will be considered in making awards. The City does not obligate itself to accept the lowest or any other proposal.

TAXES

The City is a tax-exempt organization. A copy of the City's tax-exempt will be furnished.

GOVERNING LAWS

All Proposals and related documents submitted to the City by the contractor are governed under the laws of the State of Illinois and local ordinances, policies and regulations.

ADDENDA

If any questions arise from the RFP, the bidder may submit to Ray Roberts, a request for interpretation via email at raylr@zion.il.us. Any interpretation documents will be made by addendum to the RFP.

The City will not be responsible for any other explanations or interpretations. The City reserves the right to extend the due date if such information significantly amends this solicitation or makes compliance with the original due date impractical. The City reserves the right to reject any or all Proposals and waive technicalities and informalities.

PROPOSAL FORM and FORMAT

Proposals shall be in a sealed envelope, plainly marked on the outside with the name and address of the company submitting the bid and with the words "City of Zion Public Works Building Roof Repair" addressed to:

City of Zion
2828 Sheridan Road
Zion, Illinois 60099

Proposals should be submitted in the format specified within this document.

DISCREPANCIES

In case of a difference between the stipulated amount of the Proposal written in words and the stipulated amount written in figures, the stipulated amount stated in words shall govern.

MODIFICATIONS

Proposals shall not contain any recapitulations of the work to be done. Alternate proposals will not be considered unless called for. Oral proposals or modifications will not be considered.

AWARD OR REJECTION

It is the intention of the City to realize the construction of the proposed improvements at the lowest possible cost within the limits of the estimated available funds and at no sacrifice in the quality and, if possible, in the scope of work. The Contract will be awarded to the responsible Bidder who submits the lowest responsive and best qualified Bid Proposal complying with these instructions and all other Contract Documents.

The City reserves the right to reject any or all Proposals or to waive any informality or technicality in any Proposal in the interest of the City. No Bidder may withdraw his Proposal for a period of 30 days after the date of the opening thereof. The awarding of this contract is contingent upon the approval of the City of Zion Council.

CONTRACT FORM

Upon contract award, the City and contractor will have a signed contract prior to any work being started.

CHANGE IN CONTRACT

The City will not be responsible for any change in the work involving extra cost unless approval in writing is furnished and approved by the City before such work is begun.

INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the City from and against all claims, damages, losses, and expenses including but not limited to attorneys' fees arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss, or expense, (a) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property including the loss of use resulting there from and (b) is caused in whole or in part by any negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable regardless of whether or not it is caused in part by a party indemnified hereunder.

INSTALLATION

The City anticipates issuing a notice to proceed no later than September 9, 2021 following award. The successful bidder shall complete installation within 60 calendar days from the date of the Notice to Proceed.

WARRANTY

The contractor shall provide a twenty (20) year manufacturer's membrane warranty with no yearly maintenance or inspection requirement as well as a fifteen (15) year warranty on all materials and labor.

LIQUIDATED DAMAGES

It is understood and agreed that TIME is of the essence of the Contract, and that failure on the part of the Contractor to complete the Contract Work within the Time agreed upon will result in certain loss and damage to the City.

It is therefore covenanted and agreed that if the Contractor fails or neglects to complete his Work on or before the date fixed for completion, then said Contractor shall pay the City of Zion an amount to be determined to complete the remaining Work at the agreed upon unit prices.

PAYMENTS

A single payment will be made to the contractor when all aspects of the contract have been completed to the City's satisfaction. The City will consider other reasonable arrangements should they be requested in writing by the contractor.

WEATHER

The Public Works building shall never be opened to the elements at any time. All openings must be covered in a manner to withstand any weather condition and must be secured to avoid anyone entering the building through any roof openings.

OSHA

The rules and regulations promulgated under the Occupational Safety and Health Act (Latest Edition) shall govern this work.

CLEAN UP SITE

All outside and inside areas of the building and grounds shall remain clean and free of any construction debris. An allotted area will be designated for material and equipment storage.

GENERAL SPECIFICATIONS FOR CITY OF ZION PUBLIC WORKS BUILDING ROOF REPAIR

GENERAL

The City of Zion is soliciting bids for repair the roof for the following City-owned building:

1. Department of Public Works building, 3220 W. 27th Street, Zion Illinois.

Bids must meet or exceed the following specifications.

EXPERIENCE

The City will consider bids only from contractors who have been regularly engaged in this specified field of business for a period of not less than five years.

CONTACT PERSONS

Bidders should direct any questions concerning this bid to Ray Roberts Director of Public Works & Engineering at (847)-746-4057 or (847)-746-4050, Monday through Friday, between 7:00 a.m. and 3:30 p.m. Bidder should schedule to visit the location to determine size and scope of project.

SPECIFICATIONS

1. Furnish and install a hot-air seam welded reinforced membrane roof system (color white) over approx. 9,000 sq.ft. existing metal roof creating a watertight membrane. Roofing system to be install in strict compliance with all requirements set forth by roofing system manufacturer.
2. Membrane shall be U.L. Class A fire rating.
3. Furnish and install flute filler and recovery board. Merchantly fastened with manufacturers approved fasteners and fastening patterns.
4. Flash all existing roof penetrations to specifications of roof system manufacturer.
5. Successful bidder shall provide a twenty (20) year manufacturer's membrane warranty with no yearly maintenance or inspection requirement and a fifteen (15) year materials and labor warranty.
6. Installer must be a certified roofing contractor for the roofing system to be installed.
7. Provide a minimum of 3 references.

INSURANCE

The successful bidder must provide a certificate of liability insurance in strict accordance of exhibit 1.

PROPOSAL FORM

DUE NOF LATER THAN 10:00 A.M. ON AUGUST 23, 2021

All sealed Proposals must be delivered to the following address:

**2828 Sheridan Road
Zion, Illinois 60099**

Name of Bidder: _____

Having carefully examined the Proposal requirements including the General Conditions, and the Request for Proposal (RFP) **ROOF REPAIR CITY OF ZION PUBLIC WORKS BULDING**, any addenda, and conditions affecting the work, the undersigned proposes to provide the required materials, services, warranties, and delivery of specified in the attached Proposal for the total sum not to exceed:

TOTAL BID \$ _____

Signature indicates that company is not barred from bidding on public projects or contracts in the State of Illinois.

Respectfully Submitted,

Company: _____

Address: _____

Phone: _____

Fax: _____

Title: _____

Signature: _____

Date: _____



Sources: Layer2, Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA/USGS, AeroGRID, IGN, and the GIS User Community
Parcels: Lake County, Illinois GIS Division



Roof Area to be repaired



0.01 mi

City of Zion
2828 Sheridan Road
Zion, Illinois 60099
FAX: 847-746-4665
Phone: 847-746-4018

--ALL CONTRACTORS--

The **CITY OF ZION** has adopted an ordinance that requires all contractors to provide a Certificate of Insurance upon application for a permit. The Certificate shall meet the requirements listed below and shall name the City of Zion as **ADDITIONALLY INSURED**:

Project Costs up to \$40,000.00 Projects \$40,001 and over

Comprehensive General Liability	\$500,000 BI & PD	\$1,000,000 BI & PD
Bodily Injury	\$500,000 BI & PD	\$1,000,000 BI & PD
Umbrella Liability		\$1,000,000 BI & PD
Workmen's Compensation	\$ 500,000	\$ 500,000
Insurance Statutory Employers Liability	\$ 500,000	\$ 500,000
Roofers: Refer to Illinois State Statute Act 335 (This Act includes workmen's compensation)	\$ 500,000	\$ 500,000

All excavators are required to have a \$10,000 or \$25,000 excavation bond depending on the project in addition to the above requirements.

All Certificates of Insurance must be SIGNED by an authorized representative of the agency. **NO EXCEPTIONS**