

INSTRUCTIONS TO BIDDERS

SUBMISSION OF BIDS

- A. To be considered, bids must be submitted in accordance with these "Instructions to Bidders." Bids shall be submitted prior to the bid due date specified in Section 00300 – "Bid Form." **Submit your bid via Email to Mr. Tim Rhode (Email Address on the Bid Form).**

QUESTIONS AND ADDENDA

- A. The Bidder shall resolve all questions regarding the intent of the specifications or drawings with the Consultant prior to submitting his bid. Technical questions should be directed to Dave Angove at (262) 432-0500 – office or (414) 477-4520 – cell.

PREPARATION OF BIDS

- A. Bids shall be submitted on unaltered forms provided in the specifications. Bid Form shall have all blank spaces filled in.

BID EVALUATION

- A. The Owner reserves the right to disqualify any or all bids, waive informalities or technicalities in any proposal, or accept any proposal, or accept any proposal which he deems to be in his best interest.
- B. The Owner may consider such factors as bid prices, unit pricing, project start & completion period, experience and responsibility of the Bidder, etc. in evaluating which proposal he deems to be in his best interest.

DOCUMENTATION OF COMPLETED WORK

- A. Upon completion of repairs, the Contractor must e-mail photos of all completed work to Industrial Roofing Services for review and approval.

BID FORM

BID TO:

Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

PROJECT:

Public Library
Hartland, WI
Roof Repairs / IRS Job# 17506

Attention:

Mr. Tim Rhode
Village Administrator
Phone (262) 367-2714
Email: Timr@villageofhartland.com

Bids Due:

October 22, 2020 at 2:00pm

BID FROM:

Firm Name: _____

Address: _____

Phone/Fax: _____

The Undersigned agrees: To furnish all labor, materials, equipment, facilities, and appliances necessary to perform the Work as described in the Documents (including all applicable costs, expenses, overhead and profit, and all applicable taxes and fees) on the above-referenced project for the Sum of:

1. **BASE BID:**\$ _____
_____ dollars

TIME & MATERIAL RATE

1. For repair of latent conditions or additional work:
Time (per man-hour) \$ _____
Material (Contractor cost) plus _____%

CONSTRUCTION SCHEDULE

1. The Undersigned agrees to commence the Work in _____ Calendar Days after Contract Award and to complete the Work in _____ calendar days thereafter.

SIGNATURES

An authorized signature, in affirmation of the statements and Bid prices on the BID FORM:

(Firm Name)

(Authorized Signature)

(Title)

(Name Printed or Typed)

(Date)

Public Library
110 East Park Avenue
Hartland, WI

Annual Maintenance Repairs

2020

Item # 1 (+/- 12 Locations along perimeter)



Along the perimeters of Roof Area 2, locate partially open flashing seams and tears (indicated on the roof plan)

Clean the membrane at repair location with Weathered Membrane Cleaner.

Prime the prepared surfaces receiving the patch.

Provide and install pressure sensitive flashing patch centered on the defect.

Patch shall extend a minimum of 3-inches beyond extents of the defect in all directions.

Seal the perimeter of the patch with a bead of EPDM lap sealant.

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Annual Maintenance Repairs

2020

Item # 2 (1 location)



Clean the membrane at repair location with Weathered Membrane Cleaner.

Prime the prepared surfaces receiving the patch.

Provide and install EPDM coverstrip around the perimeter of the existing failed pipe boot flashing.

Seal the perimeter of the patch with a bead of EPDM lap sealant.

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Annual Maintenance Repairs

2020

Item # 3 (1 location)



Remove walkway pads to expose open field seam.

Clean the membrane at repair location with Weathered Membrane Cleaner.

Prime the prepared surfaces receiving the patch.

Provide and install pressure sensitive flashing patch centered on the defect.

Patch shall extend a minimum of 3-inches beyond extents of the defect in all directions.

Seal the perimeter of the patch with a bead of EPDM lap sealant.

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Item # 4 (+/- 6 locations at penetrations)



At penetrations on Roof Area 2, locate partially open flashing seams. (indicated on the roof plan)

Clean the membrane at repair location with Weathered Membrane Cleaner.

Prime the prepared surfaces receiving the patch.

Provide and install pressure sensitive flashing patch centered on the defect.

Patch shall extend a minimum of 3-inches beyond extents of the defect in all directions.

Seal the perimeter of the patch with a bead of EPDM lap sealant.

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Item # 5 (+/- 5 locations)



Remove and replace failed gutter straps.

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Item # 6 (+/- 6 locations)



Install clamping ring at pipe boot.

Remove existing sealant and reseal pipe boot to conduit.

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Item # 7 (+/- 15 pipe supports)



Replace existing deteriorated wood blocking pipe supports with new treated wood blocking. Ensure each pipe support is set on an EPDM slip sheet.

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Item # 8 (2 locations)



Reseal coping termination.

Village of Hartland

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Item # 9 (2 locations)



Fabricate and install sheet metal flashing that extends up under the sill flashing and down over the top edge of the step flashing. Seal perimeters of new flashing to surrounding components. Utilize 24 gauge pre-finished galvanized sheet metal.

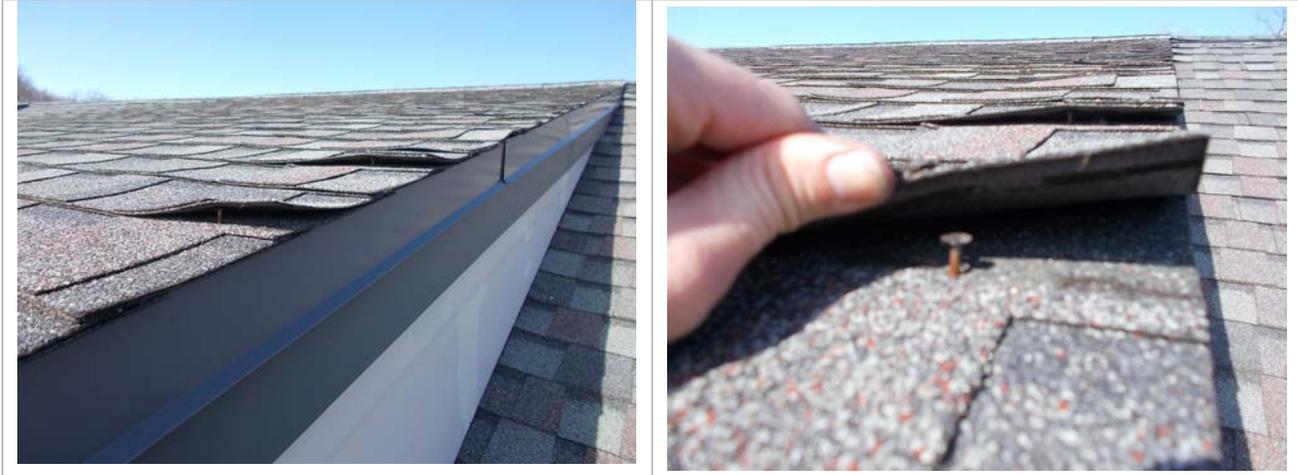
Village of Hartland

**Public Library
110 East Park Avenue
Hartland, WI**

Annual Maintenance Repairs

2020

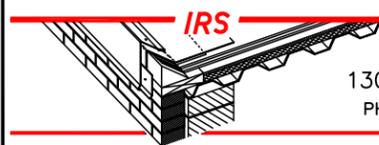
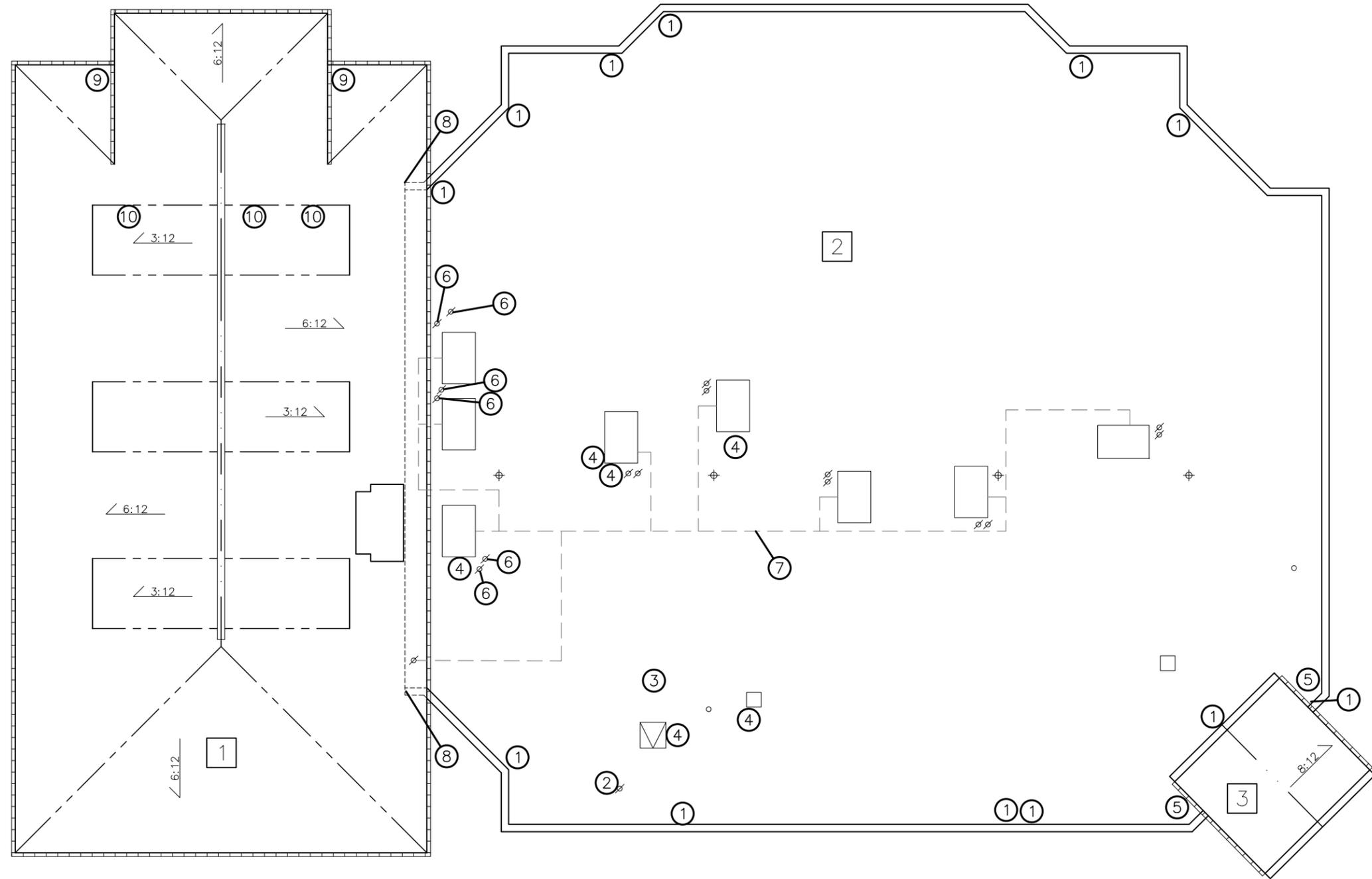
Item # 10 (+/- 3 locations)



Remove raised fasteners.

Provide and install new fasteners in adjacent location(s).

Hand seal all existing shingles disturbed by installation of new fasteners.



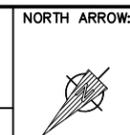
INDUSTRIAL ROOFING SERVICES, INC.
 13000 WEST SILVER SPRING DRIVE - BUTLER, WI 53007
 PHONE: (800) 236-3477 / (262) 432-0500 FAX: (262) 432-0504

PROJECT NAME: VILLAGE OF HARTLAND
 VILLAGE OF HARTLAND LIBRARY
 110 EAST PARK AVENUE, HARTLAND, WI

TITLE: ANNUAL MAINTENANCE REPAIR SPECIFICATION

DRAWN BY: AMS
 DATE: 10/9/20
 JOB NO.: 17321

SCALE: N.T.S.
 DRAWING TYPE: ROOF PLAN



- KEY:
- ⊕ - ROOF DRAIN
 - ⊕ - THROUGH-WALL SCUPPER
 - ⊕ - GUTTER EDGE
 - ⊕ - CURBED OPENING
 - ⊕ - ROOF SCUTTLE
 - ⊕ - SKYLIGHT
 - ⊕ - CURBED PIPE VENT
 - ⊕ - UNUSED
 - ⊕ - CHIMNEY
 - ⊕ - ROOF LADDER
 - ⊕ - PIPE VENT
 - ⊕ - SOIL STACK
 - ⊕ - PIPE PENETRATION
 - ⊕ - PITCH PAN
 - ⊕ - EXPANSION JOINT
 - ⊕ - RIDGE TRANSITION
 - ⊕ - VALLEY/HIP TRANSITION
 - ⊕ - SCREEN WALL