



PLEASURE DRIVEWAY and PARK DISTRICT of PEORIA, ILLINOIS

Planning, Design and Construction Division ▪ 1314 N. Park Road
Peoria, IL 61604 ▪ Phone (309) 686-3386 ▪ Fax (309) 686-3383

April 21, 2014

Request For Quotes

Glen Oak Park Picnic Shelter Roof Replacement

The Peoria Park District is soliciting written quotes for the replacement of the asphalt shingles on the Glen Oak Park Picnic Shelter Roof.

Please note that the prevailing rate of wage including benefits for the Peoria area shall be paid for each craft or type of worker needed to execute this project or perform this work as required by the State of Illinois Department of Labor.

Contractor is responsible for field verifying all measurements. Please contact Zach Terry at 686-3386 if you have any questions. The project site can be viewed anytime during the parks normal hours of operation.

Deadline:

Please submit written quotes by Friday, May 2, 2014 at 2:00 p.m.. Quotes may be delivered, mailed, faxed, or emailed (zterry@peoriaparks.org) to the Planning Offices at the address above.

General Description and Scope of Work:

- A. General: This project's intent is to remove and replace the existing asphalt shingle roof. Notify Owner of any damaged fascia or sheathing. Replacement of damaged fascia or sheathing shall be handled by change order. Total roof area is approximately 1,500 square feet. Project must be complete by June 25, 2014.
- B. Products:
 - a. Shingles: CertainTeed Landmark Asphalt Shingles, color to be determined by Owner. Manufacturer's warranty shall be completed and submitted to Owner.
 - b. Roofing Deck Protection: 30# non-perforated felt.
 - c. Drip Edge: Aluminum drip edge, color to be determined by Owner.
- C. Execution:
 - a. Remove and dispose of or recycle existing asphalt shingles.
 - b. Inspect sheathing & fascia. Notify Owner of damaged material and cost to replace.
 - c. Cover sheathing with 30# non-perforated felt.
 - d. Nail on aluminum drip edge around perimeter of roof. Under felt on eave and over felt on slope.
 - e. Hand nail on CertainTeed Landmark Asphalt Shingles.
 - f. Remove all material scraps from site.

PEORIA PARK BOARD

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JAMES T. HANCOCK
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ROBERT L. JOHNSON, SR.
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JACQUELINE J. PETTY
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MATTHEW P. RYAN
Trustee

BONNIE W. NOBLE – Executive Director

Administrative Requirements

We are required by State law and Park Board policy to request the following to be submitted with quote. Unfortunately, Quotes submitted without this information are considered incomplete and ineligible for award. All forms noted in this section are available from the Planning Department website at <http://www.peoriaparks-planning.org/forms.html>. If needed, these forms may be faxed or emailed to you for your use.

1. EEO Certification – A completed Certificate of Equal Employment Opportunity Compliance must be submitted with quotes if not currently approved.
2. Workforce Profile – A completed Workforce Profile must be submitted if not currently approved.
3. Sexual Harassment Policy – A sexual harassment policy must be submitted for approval if not currently on file.
4. W-9 Taxpayer Identification Form: Bidder must complete and sign the W-9 form.
5. Substance Abuse Prevention Program Certification – Submit form with appropriate section completed. If Part B of the form is completed, your company's Substance Abuse Policy must be submitted for approval.
6. Certification of Safety Compliance – A completed certification of safety compliance must be submitted.
7. Illinois Drug Free Workplace Certification – A completed Illinois Drug Free Workplace Certification (form attached) must be submitted.

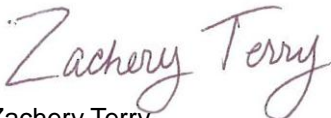
Required forms after Award is made before work can begin:

1. Insurance Requirements: A Certificate of Insurance and Endorsement with a minimum of one million (\$1,000,000) of liability coverage, naming the Peoria Park District as Additional Insured, will be required, before work begins. Verification that all employees who will be working at the site are currently covered by Workers Compensation Insurance will also be required.

Forms to be submitted with project closeout and pay requests:

1. Certified Payroll – Prevailing wage is required for this job. A certified payroll form must accompany all requests for payment.
2. Weekly Workforce Reports – Contractor shall submit completed Weekly Workforce Report for each week until project is completed.

Thank you for your quote! If you have any questions, please give me a call.



Zachery Terry
Planner

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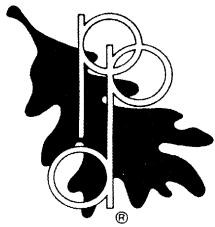
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QUOTE FORM

PEORIA PARK DISTRICT
Roof Replacement
Glen Oak Park Picnic Shelter

ITEM	COST
QUOTE: Removal and Replacement of asphalt shingles, drip edge, and roofing felt.	\$
ITEM	COST
DEDUCT ALTERNATE: Replace CertainTeed Landmark asphalt shingles with Timberline Shingles (Color to be determined by Owner).	\$

**THE UNDERSIGNED CERTIFIES THAT THIS QUOTATION IS IN ACCORDANCE WITH
 PEORIA PARK DISTRICT SPECIFICATIONS.**

QUOTE SUBMITTED BY:

Company Name

Address City State Zip

Telephone Number Fax Number E-Mail

Signature Title Date

PEORIA PARK BOARD

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ROBERT L. JOHNSON, SR. Trustee	JACQUELINE J. PETTY Trustee	MATTHEW P. RYAN Trustee	

BONNIE W. NOBLE – Executive Director