

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: August 9, 2017

RE: Waterworks Building Maintenance and Repairs

On June 13, 2017, the Jo Daviess County Board approved a motion asking the City of Galena to seek bids for completing maintenance and repairs to the Waterworks Building located at 720 Park Avenue. The County is responsible for building and grounds maintenance under their lease. On July 13, requests for bids were published by the City for the maintenance and repair projects. The contemplated work was divided into three contracts: masonry, roofing, and painting. Multiple bids for each project were returned by contractors by the August 8 deadline. A summary of the bids is provided in the three tables below. I am also attaching the bid specifications, including the scope of work for each project.

Table 1. Waterworks Masonry Bid Results

Company	Company Location	Base Bid	Alternate Bid	TOTAL
Earl Thompson Masonry	Galena	\$15,325.39	\$4,590.00	\$19,915.39
Renaissance Restoration, Inc.	Galena	\$18,640.00	\$4,800.00	\$23,440.00
Otto Baum Company	Morton, IL	\$18,870.00	\$6,096.00	\$24,966.00
Bi-State Masonry	Rock Island, IL	\$19,700.00	\$6,720.00	\$26,420.00

Table 2. Waterworks Roofing Bid Results

Company	Company Location	TOTAL
B & P Roofing	Galena	\$6,180.00
Beautiful Restorations	Galena	\$13,050.00
Montgomery Timmerman	Galena	\$16,180.00

Table 3. Waterworks Painting Bid Results

Company	Company Location	TOTAL
Klippert Painting	Apple River	\$8,640.00
Beautiful Restorations	Galena	\$11,850.00

Following our staff review of the bids, I notified the County of the bid results. I also informed them that the low bidder for each of the three building projects has completed one or more projects for the City of Galena during the past year. I explained that our staff would describe the work of Earl Thompson Masonry, B & P Roofing, and Klippert Painting as very satisfactory and without problems or issues.

On August 8, the County Board reviewed the bids and approved the low bid for each contract as follows:

1. Waterworks Building Masonry Bid - \$19,915.39 - Earl Thompson Masonry
2. Waterworks Building Roofing - \$6,180.00 - B & P Roofing
3. Waterworks Building Painting - \$8,640.00 - Klippert Painting

If the council is agreeable to proceeding with the three contracts as recommended, the City would execute the contracts and oversee the work. The City would pay the contract invoices and then be reimbursed in full by the County. All work should be completed by October 31.

Please let me know if you have any questions. Thank you.

Request for Quotes for Masonry Repairs at 720 Park Avenue

July 13, 2017 Issue Date

Instructions & General Information

The City of Galena is requesting quotes for tuckpointing, parging, and cleaning bricks on the building at 720 Park Avenue, as detailed below and available at www.cityofgalena.org under Departments/Engineering/Bid Documents.

Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. All work to be in accordance with the latest versions of the International Building Code, Standard General Conditions of the Construction Contract and City Specifications

Conditions

1. All Work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed work until:
10:00 AM, Tuesday, August 8, 2017.
4. The City of Galena will make payment within thirty (30) days after acceptance of the completed work.
5. The City of Galena reserves the right to reject any or all quotes.
6. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
7. Questions concerning the project or arranging a site visit with City Staff should be directed to: Jonathan Miller at 815-777-1050 or jmiller@cityofgalena.org
8. There will be no permit fee associated with this project.
9. **Work shall be completed by September 30, 2017.**

Specifications

1. Tuckpoint areas of exterior brick walls where mortar is deteriorated.
2. On east side of building, remove all loose parge from lowest 30 inches of wall, tuckpoint, and apply new parge after tuckpointing at a thickness to match existing.
3. Replace deteriorated bricks in areas being tuckpointed.
4. Repair areas of longitudinal cracking above and below windows with brick replacement and tuckpointing.
5. Tuckpoint chimney.
6. Clean paint from bricks.
7. Replace exterior door on east side of building with comparable door. Existing locking and closing hardware to be reinstalled. Door to be primed.
8. Tuckpoint interior exposed brick wall.
9. Clean all areas where work occurs.
10. All tuckpointing to be with Type-N Portland cement-lime mortar.
11. Contractor to supply sample replacement brick to confirm best possible match to existing brick.

General

1. Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
2. Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.

TABLE OF QUANTITIES					
#	ITEM	UNIT	QUANTITY	UNIT COST \$	AMOUNT \$
1	Tuckpoint areas of exterior brick walls where mortar is deteriorated.	VSF	200		
2	On east side of building, remove all loose parge from lowest 30 inches of wall, tuckpoint, and apply new parge after tuckpointing.	VSF	80		
3	Replace deteriorated bricks in areas being tuckpointed.	Each	Specify		
4	Repair areas of longitudinal cracking above and below windows with brick replacement and tuckpointing.	VSF	20		
5	Tuckpoint chimney.	VSF	20		
6	Clean paint from bricks.	VSF	10		
7	Replace exterior door on east side of building with comparable door, reinstall hardware, prime.	Item	1		
	TOTAL COST				
	ALTERNATES				
A	Tuckpoint interior brick wall	VSF	240		

All work to be completed in accordance with specifications described in this request for quotes.

The contractor is advised to visit the property to view the proposed work to determine the extent and nature of the listed work items.

Respectfully submitted:

Company

Title

Date

Signature

Address

APPROVED BY CITY OF GALENA

Signature

Date

Request for Quotes for Roofing 720 Park Avenue

July 13, 2017 Issue Date

Instructions & General Information

The City of Galena is requesting quotes for roofing the building at 720 Park Avenue as detailed below and as available on the City website: www.cityofgalena.org under Departments/Engineering/Bid Documents.

Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. All work to be in accordance with the latest version of the Standard General Conditions of the Construction Contract and City Specifications

Conditions

1. All Work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed not later than:
10:00 AM, Tuesday, August 8, 2017.
4. The City of Galena will make payment within thirty (30) days after acceptance of the completed work.
5. The City of Galena reserves the right to reject any or all quotes.
6. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
7. Questions concerning the project or arranging a site visit with City Staff should be directed to: Jonathan Miller at 815-777-1050 or jmiller@cityofgalena.org
8. There will be no permit fee associated with this project.
9. **Work shall not commence before September 30, 2017 and shall be completed no later than October 31, 2017.**
10. **Roofing contractors shall have a valid Illinois roofing license.**

Specifications

1. SURFACE PREPARATION/TEAR OFF: Completely remove and lawfully dispose of all existing roofing materials, membrane flashings, and sheet metal flashings down to the structural deck. Clean, dry, and properly prepare the structural deck.
2. DECK REPAIRS: Repair any structural damage to the deck. Deck repairs shall be performed as a Change Order to the Contract and in accordance with the Change Order Provisions and Unit Price Provisions of the Contract Documents.
3. COMPOSITION SHINGLES: Install all new approved underlayment, ice guard, ridge cap, and composition shingles to approximately match the existing shingles. Use 30-year Laminated Fiberglass shingles.
4. FLASHINGS: Install all new sheet metal flashings, drip edges, and vent flashings.
5. GUTTERS: Gutters will be removed, if necessary, and reinstalled.

General

1. MATERIAL WARRANTY ON SHINGLES: 30-year Material Warranty CONTRACTOR’S WARRANTY: A 5-year Contractor’s Warranty is required.
2. Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
3. Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.

Attachments include:

Contractor agrees to complete specified work at following prices:

TABLE OF QUANTITIES: ROOFING 720 PARK AVE				
#	ITEM	UNIT	QUANTITY	AMOUNT \$
1	SURFACE PREPARATION/TEAR OFF: Completely remove and lawfully dispose of all existing roofing materials, membrane flashings, and sheet metal flashings down to the structural deck. Clean, dry, and properly prepare the structural deck.	Sum	1	
2	DECK REPAIRS: Repair any structural damage to the deck. <i>Deck repairs shall be performed as a Change Order to the Contract and in accordance with the Change Order Provisions and Unit Price Provisions of the Contract Documents. Please provide unit price.</i>	SF	1	
3	COMPOSITION SHINGLES: Install all new approved underlayment, ice guard, ridge cap, and composition shingles to approximately match the existing shingles. Use 30-year Laminated Fiberglass shingles.	Sum	1	
4	FLASHINGS: Install all new sheet metal flashings, drip edges, and vent flashings.	Sum	1	
	TOTAL			

All work to be completed in accordance with specifications described in this request for quotes.

The contractor is advised to visit the site to view the proposed work to determine the extent and nature of the listed work items.

Respectfully submitted:

Company

Date

Title

Signature

Address

APPROVED BY CITY OF GALENA

Signature

Date

Request for Quotes for Interior and Exterior Painting at 720 Park Avenue

July 13, 2017 Issue Date

Instructions & General Information

The City of Galena is requesting quotes for painting the interior and all painted surfaces of the exterior of the main building and outbuilding at 720 Park Avenue, as detailed below and available at www.cityofgalena.org under Departments/Engineering/Bid Documents.

Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. All work to be in accordance with the latest versions of the International Building Code, Standard General Conditions of the Construction Contract and City Specifications

Conditions

1. All Work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed work until:
10:00 AM, Tuesday, August 8, 2017.
4. The City of Galena will make payment within thirty (30) days after acceptance of the completed work.
5. The City of Galena reserves the right to reject any or all quotes.
6. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
7. Questions concerning the project or arranging a site visit with City Staff should be directed to: Jonathan Miller at 815-777-1050 or jmiller@cityofgalena.org
8. There will be no permit fee associated with this project.
9. **Work shall be completed by October 31, 2017.**

Specifications

1. Scrape, sand, prime (as needed) and paint all exterior painted areas of main building, including doors, storm windows, soffit, and fascia, with matching colors. Re-glaze storm windows prior to painting. Window surfaces behind storm windows should not be painted.
2. Scrape, sand, repair holes, prime (as needed) and paint all exterior walls, windows, doors, soffits and fascia of the outbuilding. Apply single coat of paint. Repair any damage on interior walls, such as those caused by hanging pictures, prior to painting. Protect carpets and non-painted surfaces during painting.
3. Paint all painted interior spaces with matching colors. Repair any damage on interior walls, such as those caused by hanging pictures, prior to painting. Protect carpets and non-painted surfaces during painting.
4. Sherman Williams Duration Exterior Acrylic Latex paint for exterior surfaces. Sherwin Williams Cashmere Interior Acrylic Latex for interior surfaces.

General

1. Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
2. Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.

#	ITEM	QUANTITY	AMOUNT \$
1	Scrape, sand, prime (as needed) and paint all exterior painted areas of main building, including doors, storm windows, soffit, and fascia, with matching colors. Re-glaze storm windows prior to painting. Window surfaces behind storm windows should not be painted.	1	
2	Scrape, sand, repair holes, prime (as needed) and paint all exterior walls, windows, doors, soffits and fascia of the outbuilding. Apply single coat of paint.	1	
3.	Paint all painted interior spaces with matching colors. Repair any damage on interior walls, such as those caused by hanging pictures, prior to painting. Protect carpets and non-painted surfaces during painting.	1	
	TOTAL COST		

All work to be completed in accordance with specifications described in this request for quotes.

The contractor is advised to visit the property to view the proposed work to determine the extent and nature of the listed work items.

Respectfully submitted:

Company

Title

Date

Signature

Address

APPROVED BY CITY OF GALENA

Signature

Date