

Department of Public Works

City Hall
730 Washington Avenue
Racine, Wisconsin 53403
(262) 636-9121 - Public Works
(262) 636-9191 - Engineering



Mark H. Yehlen, P.E.
Commissioner of Public Works

Thomas M. Eeg, P.E.
Asst. Comm. of Public Works/Operations

John C. Rooney, P.E.
Asst. Comm. of Public Works/Engineering

November 24, 2014

Mayor John Dickert
and the Common Council
Racine, Wisconsin

**RE: Professional Services – Roof Management Program,
Industrial Roofing Services, Inc.**

Ladies and Gentlemen:

I wish to meet with the Public Works and Services Committee to discuss the project listed above.

This project is for the evaluations of the roof areas for all City Facilities including Public Works Facilities, Parks Facilities and Fire Stations. This evaluation will determine what short term repairs are needed to prolong the life of each roof. This evaluation will also determine what roofs will need to be replaced in the 10 year CIP period so we can better budget for these major repair projects for all facilities.

This contract with Industrial Roofing Services, Inc., is in the amount of \$19,575.00, with funding available in Account 404.000.5760, Building Improvements – Building Complex.

Sincerely,

A handwritten signature in blue ink that reads "Thomas M. Eeg".

Thomas M. Eeg
Assistant Commissioner of Public Works

Cc: Mark Yehlen
Chief Hansen
Tom Molbeck
Bill Miller

November 24, 2014

Mr. Tom Eeg, P.E.
City of Racine - Department of Public Works
730 Washington Avenue
Racine, Wisconsin 53403

**SUBJECT: Proposal for a Web Based Comprehensive Roof Management Program
Incorporating Roof Maintenance Repair Specifications for Each Building on the
Attached Facilities List**

Dear Mr. Eeg, P.E.:

Industrial Roofing Services, Inc. is pleased to submit the following proposal to perform a Comprehensive Roof Management Survey and provide Roof Maintenance Repair Specifications for the facilities on the attached Facilities List. This survey and the accompanying Executive Management Summary will provide you with the information required to plan for any necessary roofing work, improve budget forecasting for capital expenditures, and facilitate proactive asset management practices which result in reduced life-cycle costs of new and existing roof systems.

In addition to a hard copy report, the results of this survey will be available for your review through a secure client login via our Web Based Asset Management Program at www.irsroof.com. Secure, web based access to the information gathered during this survey along with our observations and recommendations provides easy access to all information necessary to effectively manage your roof assets.

IRS shall supply all services necessary to provide the following information for each facility to be surveyed:

Roof Plan Drawings: IRS will create a scaled, CAD-generated roof plan of each facility to identify individual roof areas and determine total square footage for the purpose of establishing budgets. All perimeters will be shown on the plan.

Roof Conditions and Photographs: IRS will examine each roof system's general appearance to analyze flashing conditions, membrane surface conditions, general drainage characteristics, excessive traffic patterns, etc., and to identify the presence of any contaminants and/or previous repairs. The adjoining building walls will also be examined for conditions that could affect the performance of the roof system. Conditions of each roof area will be confirmed and documented with photographs.

Roof Construction: IRS will take core cuts on each roof area to identify roof deck type, roof system components, and to evaluate the general roof membrane condition. Roof cores will not be taken on areas where warranties are, or may be, in effect. At the Owners direction, laboratory testing may be performed on field and flashing membrane samples to identify ACRM (Asbestos Containing Roofing Materials) for an additional charge of thirty dollars (\$30.00) per sample; a maximum of two samples will be tested for each roof area involved in the project.

Roof Survey Data Forms: IRS will compile the data gathered during the survey onto an easy-to-read data form, including general information relating to the individual roof area, historical information, roof system construction, roof projections, roof system conditions, drainage characteristics, general comments, and recommendations and budgets.

Recommendations and Budgets: Based on the existing construction and conditions of each roof area, IRS will establish recommendations and accurate budget figures for any required roofing work.

Executive Management Summary: After the surveys are completed on the individual facilities, IRS will compile, with client input on priorities and available moneys, the facility data into a single, comprehensive plan for necessary maintenance and re-roofing expenditures for the next five years.

Annual Maintenance Repair Specifications (AMRS): The AMRS provides management with a detailed, documented scope of work to execute required maintenance procedures.

During this survey, IRS will perform the following services:

- ◆ Unique deficiencies within the existing roof system(s) recommended for preventative maintenance will be identified and located on a CAD roof plan drawing and marked on the roof surface.
- ◆ Each unique deficiency identified on the CAD roof plan and roof surface will be documented with a photograph.
- ◆ A written scope of work will be created for identified deficiencies describing the repairs to be performed.
- ◆ Acceptable manufacturers and materials will be listed if the deficiencies occur on a warranted roof system but are deemed beyond the scope of the warranty. All deficiencies on warranted roof systems deemed to be covered under the warranty obligation will be identified separately for resolution with the issuer of the warranty.
- ◆ The scope of work for each repair will describe the proper methods to be utilized in effecting the repairs.
- ◆ The Annual Maintenance Repair Specifications, photographs and CAD roof plan drawing locating each deficiency will be provided for your records. The AMRS allows selected contractors to competitively bid the work. A copy of the AMRS will be available to selected or assigned contractors via IRS website's secure contractor's login
- ◆ Roof systems requiring substantive remedial maintenance will be identified in the Comprehensive Roof Management report but will not be included within the AMRS.

Mr. Eeg, P.E.
November 24, 2014
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FEES

Industrial Roofing Services, Inc. shall provide the above-described services for the buildings on the attached facility list for the lump sum fee of Nineteen Thousand, Five Hundred and Seventy-Five Dollars (\$19,575.00).

AUTHORIZATION

To acknowledge acceptance of this proposal, please return a signed copy of the Authorization page with any paperwork (i.e. a purchase order or signed contract) to our corporate headquarters:

Industrial Roofing Services, Inc.
13000 West Silver Spring Drive
Butler, WI 53007
Fax: (262) 432-0504

Upon receipt of a purchase order or signed contract we will enter the information in our system and schedule the work to be completed.

Should you have any questions regarding this proposal, please do not hesitate to call. We appreciate this opportunity and look forward to working with you on this project.

Sincerely yours,
INDUSTRIAL ROOFING SERVICES, INC.

Keith Dippel

Keith Dippel
President

akp

Acknowledged by:

Name Title Date: _____

Facility List

Site Name	Address	Cost
Parks & Recreation		
1. Park Service Garage	1200 Lockwood Street	\$300.00
2. Park Service Center	1420 13th Street	\$300.00
3. Colonial Park Shelter	3000 West High Street	\$200.00
4. Franklin Park Shelter	900 11th Street	\$200.00
5. Hamilton Park Shelter	1732 Howe Street	\$200.00
6. Island Park Shelter	1700 Liberty Street	\$200.00
7. North Beach Bath House	1501 Michigan Boulevard	\$200.00
8. Johnson Park Golf Clubhouse	6200 Northwestern Avenue	\$300.00
9. Johnson Park Golf Course Office	6200 Northwestern Avenue	\$200.00
10. Johnson Park Golf Course – Butler Building	6200 Northwestern Avenue	\$200.00
11. Cesar Chavez Community Center	2221 Douglas Avenue	\$350.00
12. Lakeview (Belle City) Community Center	223 Goold Street	\$400.00
13. Dr. MLK Jr. Community Center	1134 Martin Luther King Drive	\$350.00
14. Matson Building	1110 South Street	\$275.00
15. Graceland Cemetery – Office	3457 Osborne Boulevard	\$200.00
16. Graceland Cemetery – Crypts	3457 Osborne Boulevard	\$200.00
17. Graceland Cemetery – War Memorial	3457 Osborne Boulevard	\$200.00
18. Dr. John Bryant Neighborhood Center	301 21st Street	\$300.00
19. Mound Cemetery – Office	1147 West Boulevard	\$200.00
20. Mound Cemetery – Crypts	1147 West Boulevard	\$200.00
21. Mound Cemetery – Garage	1147 West Boulevard	\$200.00
22. Horlick Athletic Field	1648 North Memorial Drive	\$250.00
23. Humble Park Center	2200 Blaine Avenue	\$300.00
24. Shoop Park Clubhouse	4510 Lighthouse Drive	\$275.00
25. Rickman Storage	710 Rickman Court	\$250.00
26. Tyler-Domer Community Center	2301 12th Street	\$350.00
27. Washington Park Clubhouse	2801 12th Street	\$400.00
28. Washington Park Maintenance Buildings	2801 12th Street	\$400.00
29. Wustum Museum of Fine Arts	2519 Northwestern Avenue	\$300.00
30. Wustum Museum of Fine Arts Barn	2519 Northwestern Avenue	\$300.00
31. Zoo – Administration & Maintenance	2131 North Main Street	\$300.00
32. Zoo - Gift Shop & Admission	2131 North Main Street	\$200.00
33. Zoo – Concession Building (Jungle Grill)	2131 North Main Street	\$200.00
34. Zoo – Hoofed Animal Building & North End Storage	2131 North Main Street	\$300.00
35. Zoo – Primate Building & Cat House	2131 North Main Street	\$300.00
36. Pershing Park Boat Launch	6th Street	\$250.00
37. Pershing Park Locker Rooms	800 Pershing Drive	\$200.00

38. Colonnade	5 5th Street	\$300.00
39. Solbraa Park Sheldter	3825 16th Street	\$150.00
40. Lockwood Park Shelters	4300 Graceland	\$250.00
41. Pierce Woods Shelter	3616 Pierce Blvd.	\$150.00
42. Hantschel Park Shelter	5400 Byrd Ave.	\$150.00
43. Greencrest Shelter	3234 Drexel Ave	\$150.00
44. Corinne Reid Owens Transit Center and Platforms	1417 State Street	\$300.00

<u>DPW</u>		
1. City Hall	730 Washington Avenue	\$300.00
2. City Hall Annex	800 Center Street	\$325.00
3. Safety Building	730 Center Street	\$375.00
4. Central Heating Plant	750 Washington Avenue	\$250.00
5. Equipment Maintenance Garage	830 South Marquette Street	\$200.00
6. Solid Waste Garage	841 South Marquette Street	\$400.00
7. Street Maintenance Garage	800 South Marquette Street	\$350.00
8. Festival Hall (Civic Centre)	5 5 th Street	\$400.00
9. Memorial Hall	72 7 th Street	\$350.00
10. Historical Museum	701 South Main Street	\$300.00
11. Fire Station Museum	700 6 th Street	\$250.00
12. Former Fire Station No. 5	1437 Marquette Street	\$300.00
13. Radio Repair Building	2507 Green Bay Avenue	\$250.00
14. Transit Garage (Belle Urban System)	1900 Kentucky Street	\$350.00
15. Transportation & Fueling Building	830 Racine Street	\$200.00
16. Transportation Department Shed	1415 Hampden Place	\$275.00
17. Salt Storage Building	820 Racine Street	\$275.00
18. Public Library	75 7 th Street	\$300.00
19. Incinerator	770 Washington Avenue	\$300.00
20. Hampden Street Lighting Storage	1415 Hampden Place	\$275.00
21. DPW Building Maintenance	1415 Hampden Place	\$400.00
22. REC building	1301 W. 6th Street	\$275.00
23. Civic Center Garage	5 5th Street	\$300.00

<u>Fire Department</u>		
1. Fire Station #2	2430 Northwestern Avenue	\$300.00
2. Fire Station #3	1107 Lombard Avenue	\$275.00
3. Fire Station #4	3829 Washington Avenue	\$300.00
4. Fire Station #5	2430 Blaine Avenue	\$250.00
5. Fire Station #6	2101 16 th Street	\$250.00