

Department of Public Works

City Hall
730 Washington Ave.
Racine, WI 53403
262.636.9121 - Public Works
262.636.9191 - Engineering



Mark H. Yehlen, P.E.
Commissioner of Public Works/City Engineer

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

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

September 16, 2011

Alderwoman Sandy Weidner
Chairwoman, Public Works
and Services Committee
Racine, Wisconsin

**RE: Professional Services - Design Roof Specifications
for Street Maintenance Garage
Contract 19-11 (K1-019)
Industrial Roofing Services, Inc., consultant**

Dear Ald. Weidner:

Submitted for your review and approval is Amendment No. 2 on the subject contract. Amendment No. 2 is in the amount of \$1,500.00 and is for the repair of the lintel panels at the Equipment Maintenance Garage adjacent to this site.

Funding for these professional services is available in Account 404.000.5760, Equipment Maintenance Lintel Replacement.

Sincerely,



Thomas M. Eeg
Asst. Commissioner of Public Works/Operations

TME:das

cc: Mark Yehlen
Bill Miller

The logo for Industrial Roofing Services, Inc. (IRS) is displayed in a bold, red, sans-serif font. It is positioned to the left of a technical line drawing of a roof edge detail, which shows various layers of roofing materials and a gutter system. The drawing is rendered in black and white with fine lines and hatching to indicate depth and texture.

Industrial Roofing Services, Inc.

13000 West Silver Spring Drive

Butler, Wisconsin 53007

Phone: (262) 432-0500

Fax: (262) 432-0504

www.irsroof.com

Proposal for

EXTERIOR RESTORATION SPECIFICATIONS

for

EQUIPMENT MAINTENANCE GARAGE
830 South Marquette Street
Racine, WI

Submitted by

NATHAN ERDMAN

Prepared for

Mr. Thomas M. Eeg

City of Racine - Department of Public Works

730 Washington Avenue

Racine, WI 53403

August 26, 2011

August 26, 2011

Mr. Thomas M. Eeg
Assistant Director of Public Works
City of Racine - Department of Public Works
730 Washington Avenue
Racine, WI 53403

SUBJECT: Proposal for Specifications for Exterior Restoration of the Equipment Maintenance Garage Located at 830 South Marquette Street in Racine, Wisconsin

Dear Mr. Eeg:

Industrial Roofing Services, Inc. is pleased to submit the following proposal to develop specifications for the restoration of a portion of the exterior masonry surfaces of the Equipment Maintenance Garage. IRS shall supply all services necessary to provide the following information:

Bidding Documents: A detailed specification package will be developed for the purpose of securing competitive bids for execution of the restoration. Detailed drawings are provided to eliminate any questions regarding the scope of the work.

Contractor Selection: IRS will assist you in the selection of a group of contractors that both creates a competitive bidding environment and maintains qualifications.

Pre-Bid Conference: IRS will conduct a pre-bid meeting to review the scope of the project and miscellaneous site conditions with the prospective bidders and a representative of the owner.

Bid Analysis: IRS will assist you in the evaluation of the bids.

Pre-Construction Meeting: IRS will conduct a meeting with the contractor's foreman and a representative of the owner to review job site conditions and to clarify and resolve any questions before the start of the work.

Job Progress Observation: IRS will conduct periodic site visits while work is in progress to observe workmanship and the contractors compliance with the schedule.

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Final Approval: IRS will conduct a final review of the project to ensure completed work and job site conditions are acceptable prior to approving the final application for payment.

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Continuing Service: IRS shall act as a liaison between City of Racine - Department of Public Works and the contractor regarding all warranty questions which may arise over the term of the contractor's warranty.

Industrial Roofing Services, Inc. shall provide the above-described services for the lump sum of one thousand five hundred dollars (\$1,500.00).

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.

Nathan Erdman

Nathan Erdman
Manager, Business Development

plp

Acknowledged by:

Name Title Date: _____