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,

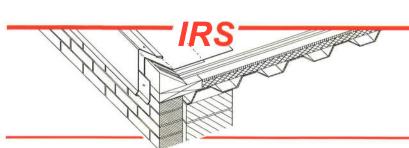
Thomas M. Eeg

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Asst. Commissioner of Public Works/Operations

TME:das

cc: Mark Yehlen Bill Miller



Industrial Roofing Services, Inc. 13000 West Silver Spring Drive Butler, Wisconsin 53007

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



Industrial Roofing Services, Inc.

13000 West Silver Spring Drive Butler, Wisconsin 53007 Phone: (262) 432-0500 Fax: (262) 432-0504 www.irsroof.com

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.



Mr. Eeg August 26, 2011 Page 3

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.



Mr. Eeg August 26, 2011 Page 2

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:			
		Date:	
Name	Title		