



**Industrial Roofing Services, Inc.**

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## **PROPOSAL**

**for**

## **TUCKPOINTING & EXTERIOR RESTORATION SPECIFICATIONS**

**of**

## **CENTRAL HEATING PLANT**

**750 Washington Avenue**

**Racine, WI**

*Submitted by*

**MR. DAVE ANGOVE**

*Prepared for*

**Mr. Ron J. Pritzlaff**

**City Of Racine**

**730 Washington Avenue**

**Racine, WI 53403**

**December 10, 2024**

Mr. Pritzlaff  
December 10, 2024  
Page 2

**Pre-Bid Conference:** IRS will conduct a pre-bid meeting to review the projects scope of work, specifications, drawings and pertinent site conditions with prospective contractors and a representative of the owner. This meeting ensures a thorough understanding of the project requirements by everyone involved.

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

### **PHASE III: Project Administration**

**Contract Award:** IRS will perform necessary contract services: including, review of submittals and shop drawings for compliance with the project documents, review and approval of design changes, change orders, unit price requests, applications for payment with retainages and lien waivers.

**Pre-Construction Meeting:** IRS will conduct a meeting with the contractor's superintendent, foreman and a representative of the owner to review the project documents and job site conditions. This meeting ensures clarification and resolution of any questions prior to the start of work.

**Job Progress Observations:** IRS will conduct periodic site visits at critical junctures during construction, as well as additional visits when necessary due to unanticipated conditions. Total number of site visits are based upon contractor's project schedule approved during the submittal process.

- ♦ Any additional site visits necessary as a result of contractor inability to meet approved project schedule (exclusive of weather delays) and or workmanship concerns will be conducted on an owner agreed-upon frequency. Each additional site visit shall be billed at a lump sum of \$1,500.00 inclusive of all consultant cost.

**Final Approval:** IRS will conduct a final review of the completed project to ensure completed work and job site conditions are acceptable prior to approving the final application for payment. This is not in lieu of any manufacturer's warranty inspection.

**Continuing Service:** IRS will act as liaison between City Of Racine, the contractor(s), and the projects material manufacturer(s) regarding all warranty questions during the warranty period.