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Specification
LIVINGSTON COUNTY HIGHWAY DEPARTMENT
RE-ROOF HIGHWAY DEPARTMENT OFFICE FACILITY
1705 S. MANLOVE STREET
PONTIAC, IL 61764
PROPOSAL DUE 10:00AM – Thursday July 31, 2025

Middleton Associates Project No. 27410025
Dated July 11, 2025

Proposals to be submitted to the above address, reception desk and will be publicly opened and read at that time and location.

Contractor shall submit with proposal basic descriptive information on included work and excluded work attached to his proposal to describe the design build proposal offered. Provide the concept details of the proposed system and manufacturer whose pre-engineered system is proposed.

Contractor is in charge of directing the work, safety, barricades and all aspects of the means and methods of construction.

BID SECURITY – 5% as Bid Bond or certified or non-cancelable bank check payable to Livingston County Illinois.

OWNER'S PROTECTIVE BONDS – Labor and Materials and Performance bonds shall be provided

INSURANCE –Upon award, Contractor shall provide insurance listing the Owner, Livingston County Illinois, Livingston County Highway Department and the A/E, Middleton Associates and Incorporated the employees and representatives of same as named insureds or additional insureds.

- A. Workman's Comp, statutory
- B. General Liability, personal injury not less than \$1,000,000/occurrence \$2,000,000 aggregate.
- C. Property damage, Broad Form \$1,000,000 occurrence/ \$2,000,000 aggregate.
- D. Business and completed operations one year and \$1,000,000
- E. Auto rented and owned, \$1,000,000 occurrence / \$1,000,000 per person bodily injury.
- F. Limits can be met with umbrella coverage.

PROPOSALS

- A. Contractor shall note the Proposal shall include a \$5000.00 allowance which is available to the owner to address adjustment to roof penetrations as can be determined after work is laid out and unexpected existing conditions as encountered.
- B. All proposals shall be signed (live signatures, no copies of signatures accepted) by persons fully and duly authorized to sign same. See attached Bid Form.
- C. Any bid signed by a person other than set forth above shall enclose with his bid proposal evidence of Power of Attorney.
- D. No faxed proposals or modifications.
- E. By submitting a proposal as design build the contractor recognizes that each proposal will be considered on the merits of its schedule, content as well as cost. While the intent is to accept the lowest bid meeting the criteria, voluntary alternates may be considered or awarded if found to be advantageous and in the best interest to the County. Time to deliver the project may be considered in making the award.

AWARD OR REJECTION

- A. Although it is the intention of the Owner to accept the lowest qualified bid the Owner specifically reserves the right to waive all formalities and/or informalities, to reject any and all bids and/or accept the bid that, is determined to be in the best interest of Livingston County Illinois and Livingston County Highway department.
 - 1. Best interest will be determined by the content of the proposal to the Owner, proposed system attributes, cost and the schedule of when work can be completed. The Owner would like the project to be completed by October 31, 2025. The schedule to complete will be a basis for selection of the contractor along with price. Also include a list of any excluded work that is/will be required to provide a complete and finished result.

COMMENCEMENT AND COMPLETION OF CONSTRUCTION

- A. Contractor shall not commence work until the agreement/purchase Order has been executed by the Owner and Contractor and Insurance Certificate and Owner's Protective Bonds have been issued and accepted by the Owner and Architect.
- B. Work means and methods, compliance with OSHA and Illinois labor safety regulations are the responsibility of the Contractor. Neither the owner's or Architect's personnel are proficient in the process and requirements of managing a re-roofing site.
 - 1. On site work may commence as soon as determined in a preconstruction meeting with the Owner
 - a. Always coordinate work with the Owner
 - b. Do not block drives or garage doors without prior coordination with the Owner.

- c. Storage of materials will be allowed on site in locations as determined by the Owner
 - d. Materials stockpiled on the roof shall not overload the roof, do not set bunks of metal roofing at purlin midspans.
- 2. Once started, work normal hours continuously through construction except during inclement weather or conditions that would be detrimental to proper roof assembly.

EXAMINATION OF SITE AND CONTRACT DOCUMENTS

- A. Bidder shall carefully examine bidding documents and inspect on site to obtain first-hand knowledge of existing conditions.
- B. Each Bidder, by submitting his bid, represents over his or her signature, that he has so examined the bidding documents and inspected the site premises, that he understands the provisions of the bidding documents, and that he has familiarized himself with the local conditions under which the work is to be performed. Bidders will not be given extra payment or contract time for conditions, which could have been determined by such examination.

BIDDER QUALIFICATIONS

- A. Competency and responsibility of the Bidder, and of their proposed subcontractors, will be considered in making awards. Owner may require of the Bidder, prior to awarding the Contract, a detailed statement regarding the business, technical organization and plant facilities for the work that is contemplated. Information pertaining to the financial resources, experience of personnel and previously completed construction projects may also be required. The Owner may use this information in considering proposal.
- B. The Owner may reject a Bidder, if an updated financial statement prepared by a CPA not on the Contractor's payroll (bearing the CPA's live signature) shows the net worth of a Contractor to be less than 50% of the Contractor's bid including elected alternates for this work. Said statement, if required by the Owner, shall be furnished and paid for by the Bidder.
- C. The Owner reserves the right to reject any subcontractor to a prime contractor that cannot produce a favorable recommendation from a minimum of three (3) Public works or commercial projects involving a like size project of similar scope.

PROGRESS PAYMENTS

- A. Payment will be made for satisfactorily in place labor and on-site materials
 - a. Prepare a CSV, (*preferably AIA format application for payment*) for prior approval, and billings shall be made according to progress values listed.
 - b. No payment for offsite stored materials.
 - c. No payment for stored materials on site unless site is site manned, ongoing progress is occurring, and subject to the Owners concurrence.

- B. Ten percent (10%) withholding through project completion, if Performance and Payment Bonds are in place, of each pay request may be withheld pending final inspection. This retainage will be paid when the project is completed and the Contractor provides lien waivers and affidavit showing all material suppliers, subcontractors and labor as paid.

EQUAL OPPORTUNITY EMPLOYMENT: The following clause is applicable unless this Contract is exempt under the rules and regulations of the Secretary of Labor of the State of Illinois.

“During the Performance of the Contract, the Contractor agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age or national origin. The Contractor will take affirmative action to ensure that applicants are considered and that employees are treated, during employment, without regard to their race, color, religion, sex, age or national origin.”

PREVAILING WAGE

- A. The Contractor shall pay and shall require his subcontractors to pay the prevailing hourly wages for the type of work performed in the job locality as is determined by the Illinois Department of Labor pursuant to the Illinois Prevailing Wage (280 ILCS 130/.01 et. seq.), see IDLR website for rates.
- B. Comply with HB188; enter payroll records on the state of Illinois IDLR wage portal.

SALES TAX

- A. Materials supplied to a public body are exempt from state sales taxes.
 - a. The Contractor shall determine the extent of exemption and shall comply with the regulations established by the Illinois Department of Revenue and allow for this in his proposal.
 - b. The Contractor will be provided with The County's exempt information upon award.

TOBACCO PRODUCTS

- A. Smoking, chewing, etc. shall not be permitted

SEXUAL HARASSMENT POLICY

- A. The Owner will not tolerate sexual harassment in any form. Sexual harassment is defined, for the purpose of the policy, as “unsolicited, deliberate or repeated sexually

derogatory statements, gestures or physical contact which cause discomfort or humiliation. Sexual harassment may involve pressure from a person of either sex against a person of the opposite sex or same sex...”

Should evidence be discovered that a Contractor, or a Contractor's employee, has harassed a student or other individuals, the harasser shall be removed from the job site pending resolution of the claim.

EMPLOYEE-STAFF RELATIONSHIPS

- A. Except in an emergency situation involving safety, intermingling of the Contractor's employees and the facility staff. Contractor or Subcontractor personnel violating this requirement shall be removed from employment at this site. The Contractor Superintendent shall monitor this to the best of his ability. Contractor employees experiencing problems with interactions shall report same to their Project Superintendent, who shall promptly report the problem to an authorized representative of the Owner.

Verbal or physical action interpreted as sexual in nature or as sexual harassment will be grounds for removal of the employee. Further legal action remains the option of the persons affected.

BUILDING PERMITS

- A. The building permit shall be applied for and cost included in the contract
- B. Provide all necessary permit related information to local city authorities, City of Pontiac.

TERMINATION OF CONTRACT

Termination of the agreement can be instituted with seven (7) days notice by the Owner for failure to perform in accordance with the agreement, schedules, non-payment of goods or services or other evidence of failure to perform to the intent of the agreement. Cost of said termination will be subject to the project completion by the Owner with the Contractor paying any shortfall in cost to complete. If the project is completed for less than the outstanding contract balance, then the Contractor will receive the remainder after all claims are satisfied.

EXPIRATION OF PROPOSAL – I/We agree that this proposal shall be binding for a period of not less than twenty five (25) days following the bid due date set forth in the advertisement for bids.

WORK INCLUDED – DESIGN BUILD PROPOSAL

- A. All work necessary to prepare, install, access concealed spaces, repair surfaces after work is complete, remove and properly dispose and /or replace all existing roof top equipment.

1. Particularly be aware of available space, dimensions, service access etc.
2. Provide curbs and flash for any roof top equipment
3. Provide top side flashing to redirect water around obstructions.
4. Furnace flues as encountered, remove and/or reinstall with new base flashings and rain collars. Extend as appropriate not less than 2'6" above any roof surface within 10'
 - a. Flues noted for removal shall be properly removed including interior parts, and opening properly capped through the existing roof.
 - b. Consult with the Owner to replace any rusted or deteriorated flues encountered as additional work.
5. Gutters and Downspouts are relatively new; they may be reused if of compatible configuration for the new roof system and edge metal.
 - a. Mount the gutters to the correct position for the new roof.
 - i Reinstall and extend the downspouts in same locations. Coordinate with existing underground drainage.
 - b. Perimeter edge wrap and trim.
 - i. This building has excessive perimeter infiltration. Provide an edge closure and roof end closure that will incapsulate the existing edge assembly
 - ii. Wrap down onto siding, seal along siding with a contour foam seal strip with adhesive faces, or foam or fill the edge closure to control infiltration.
 - iii. The edge closure shall be foamed full or stuffed with fiberglass.
 - iv. The goal is to seal the perimeter wall to roof connection against infiltration.
 - v. Prior to execution submit details how this will be accomplished.
 - vi. Edge trim shall wrap existing trims such that we do not have a trim piece under a trim piece showing,

B. Structural Installation Mounting system

1. Roof hugger® or equivalent engineered mounting notched rails, secured along the existing purlins nominally 5' apart
 - a. Manufactured system to be engineered for theoretical 90 psf uplift (*or 120 mph wind*) of the new system to the existing framing. (*the existing structure pre-exists, modification of this existing structural is not part of this work*)
 - b. Design and run pull test for fastener pull out and all new work engineered to 90 psf rating (*or 120mph wind*)
 - c. Roof Hugger® or equivalent notched structural runner system to be verified to match existing roof profile, and anchored at not less than two self drilling/ self tapping screws per flange per rib space (*pending engineering design for fastener selection, size and strength*)
 - d. Submit for review the anchorage layout and anchor Thermal selections for concurrence.
 - e. Thermal requirements
2. Roof Hugger® or equivalent system to be designed to allow for nominal 4" fiberglass batt insulation to be added to the roof assembly

- a. System to be carefully insulated with unbacked Fiberglass batts
- b. Perimeter edge, roof to wall connection, to be wrapped or foam filled to reduce/eliminate infiltration. This is to correct the existing condition where the existing seal features have shrunk and allow infiltration, cannot be done without removing the gable rake trim
- c. Remove and replace or fill and cover the existing edge trim to accomplish this goal.

b. Roof System

- 1. New aluminized standing seam roof system matching the adjacent American Buildings systems.
 - a. Standing seam aluminized, not less than 24 gauge system.
 - b. Concealed fasteners and clips, anchored as determined by system manufacturer to the existing purlins.
 - c. Follow MMBA standard installation recommendations
 - d. Nominal 3" trapezoidal standing seam system with factory sealant and machine rolled seam
 - e. Provide all seals, fillers trims, accessories, vented ridge, edge seals. Rolled and sealed seam as is typical to this system and appropriate for weathertight installation.
 - f. Manufacturer's standard vented ridge cap with screen and water penetration baffles as is standard to their roofing system.
- 2. Warranty 20 year weathertight and finish performance
- 3. 90 psf uplift or (*120 mph wind speed*), for the attachment of the new work, no re-engineering of the existing structure.

c. Insulation

- 1. Entire roof shall be insulated with R-13 unfaced fiberglass or mineral wool insulation
 - a. Snugly fit between Roof Hugger® or equivalent roof support rails
 - b. No voids
 - c. Do not allow to get wet
- 3. Perimeter infiltration work
 - a. Contractor may use system of his option subject to Owner approval it will reasonably reduce existing infiltration exposure
 - b. It can be packed insulation, foam or sealant as determined to accomplish the necessary result.

c. Gutters and Downspouts

- 1. Gutters and downspouts are relatively new and may be reused
 - a. If existing gutters are not compatible to new trim and roof then provide new gutters and downspouts of similar or larger dimension.
 - b. If existing gutters are to be reused, they are to be properly remounted to the new roof elevation.
 - c. Downspouts to be in same location as existing and in ground boots adapted as to meet the downspouts.

F. Roof top Work

1. Remove two existing flues, unused, and cap roof
2. Remove flues completely including any interior components.
3. Plumbing Vent, Extend up
4. Exhaust fan relief vent to be raised and accommodated or removed and ducts extend through the north sidewall.

F. Associated work

1. On the west wall there are two pipe supports that will need to be removed and remounted to clear the rake end trim and closure.
2. All necessary clean up, disposal of trash and construction debris
3. Touch up painting existing surfaces where needed, building were painted in 2024.
4. Any additional trim, accessory pieces, clips, hold downs clips etc, as need to complete the work.
5. Any additional trim, accessory pieces as need to assure infiltration tight and water tight.

- G. Photo Appendix including photos and noting work requirements attached, 3 pages shall be considered part of the proposal requirements.

End of Specification

Livingston County Highway office Photo gallery



East and south elevations



West elevation

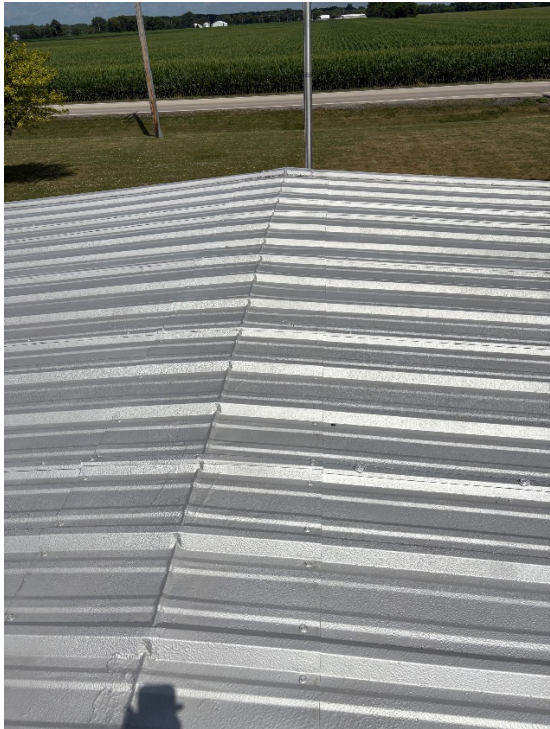


North elevation



These pipe mounts will need to be taken loose and spaced out from gable end rake trim

Ridge



Original roof lap seam, exposed fasteners 12" rib spacing always verify



northwest roof quadrant



Remove two flues, cap deck
Extend plumbing vent and exhaust fan vent
provide new flashings for both and new rain collar for
exhaust vent

southwest roof quadrant



new flashing and rain collar for vent
extend as necessary



Roof edge that needs wrapped and infiltration controlled, cut off and wrap or wrap as appropriate, flash in gutter.



typical corner, to wrap and make infiltration tight prior to remount of gutter.