

BID DOCUMENTS

FOR

**DU QUOIN COMMUNITY DEVELOPMENT CORPORATION
ROOF PROGRAM**

**MAXWELL BURKE, PRESIDENT
PAULA MYERS, VICE PRESIDENT
GAIL DURKOTA, SECRETARY-TREASURER
TORY WOODS, BOARD MEMBER
TYSON TANNER, BOARD MEMBER**

PREPARED BY:

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6194 RENEE ROAD
TAMAROA, ILLINOIS 62888**

ADVERTISEMENT FOR BIDS

Du Quoin Community Development Corporation
C/O City of Du Quoin
302 East Poplar Street
Du Quoin, Illinois 62832

Separate sealed bids for the installation of nineteen (19) commercial building roofs in downtown Du Quoin consisting of seventeen (17) two-inch ridged foam, 60 mil EPDM membrane roofs, one metal roof replacement, and one commercial custom fabricated and installed skylight will be received by the Du Quoin Community Development Corporation at the above stated address until 10:00 AM CST, March 26, 2021 and then at said location opened and read aloud. An optional pre-bid conference for interested bidders will be conducted on Tuesday March 16, 2021 at 10:00 AM to accept and address questions about the roof program and the invited bids. Social distancing and mask protocol in force.

A set of bid documents may be obtained at the Du Quoin City Clerk's Office located at 302 East Poplar Street, Du Quoin, Illinois 62832 or by emailing Jeffrey Ashauer at jashauer@msn.com.

Attention is called to the requirement of the Contractor to ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, or national origin.

The is no charge for the bid documents.

Maxwell Burke, President
March 1, 2021

BID FORM

Proposal of _____ (hereinafter called "BIDDER"), organized and existing under the laws of the State of Illinois and doing business as "a corporation", "a partnership", or "an individual" (circle one) to the Du Quoin Community Development Corporation (DCDC).

In compliance with your Advertisement for Bids, BIDDER hereby proposes to perform all work for the installation of nineteen (19) commercial building roofs (17 membrane, 1 metal roof replacement, and 1 commercial skylight) in downtown Du Quoin in strict accordance with the contract documents, within the time set forth therein, and at the prices stated below.

BIDDER hereby agrees to commence work under this agreement on the date specified in the Notice to Proceed and in the order directed by DCDC and the respective building owners. All roofs are to be fully completed in calendar 2021. This Bid will remain subject to acceptance for thirty (30) days after the day of bid opening. Stated bid amounts will remain valid through the remainder of 2021.

By submission of this bid, BIDDER certifies that:

- The prices in the bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.
- Unless otherwise required by law, the prices which have been quoted in the bid have not knowingly been disclosed by the bidder, prior to opening, directly or indirectly to any other bidder or to any competitor; and
- No attempt has been made or will be made by the BIDDER to induce any other person or firm to submit or not submit a bid for the purpose of restricting competition.

Each person signing the bid shall certify that:

- He or she is the person in the BIDDER'S organization responsible within that organization for the decision as to the prices being bid and there has been

no participation nor will there be any participation in any action contrary to the statements made above, or

- He or she is the person within the BIDDER'S organization authorized to act as an agent on behalf of the organization and certifies to the same as stated above.

The BIDDER agrees to perform all work described in this document.

BIDDER presents evidence of liability insurance currently in force in the amount of \$_____.

BIDDER holds a valid roofing license which number is _____.

Respectfully submitted:

Name and Signature

Title

Address

Date

(Seal – if Bid is by a corporation)

Attest: _____

INSTRUCTIONS

1. Except as otherwise noted, the program seeks to install nineteen (19) roofs on commercial buildings in downtown Du Quoin. The roof types include seventeen (17) membrane roofs, one (1) metal roof replacement, and one (1) custom fabricated and installed skylight. The group includes two deductive alternates and one additive alternate that is described below.
2. The lowest qualified bid group for the cumulative nineteen roofs, which includes deductive alternates, will be awarded. Individual building owners may opt out of the group but must: A) select a bidder who participated in this bid process and B) pay any cost differential from the awarded group bidder from private funds.
3. Work will proceed at two staged points in 2021: Group 1 in Spring and Group 2 in Fall. Work will be scheduled in conjunction with the contractor, DCDC, and the building owners.
4. Selected contractor will enter separate work contracts with the different building owners.
5. The Du Quoin Community Development Corporation on behalf of itself and the building owners may waive any informalities.
6. A bidder must be a certified installer/applicator of the roofing manufacturer whose materials are being proposed for installation and from whom a twenty-year manufacturer's warranty is to be supplied. A bidder must provide evidence of such certification in advance of receiving a Notice to Proceed.
7. Croessman Wholesale (owned by George Ciganovich) at 7 E. Main Street involves the custom fabrication and installation of a commercial skylight only. Bidder responsible for measurements. Acceptable custom commercial

skylights similar or equal to factory fabricated/site assembled Velux models or equivalent are desired.

8. Alongi Building at 12 & 14 West Main Street includes the cost of the construction of a parapet wall as an additive alternate on the shared building line with 10 East Main Street.
9. Urban/Alongi Building at 10 West Main Street and Jackson (IOOF) Building at 200 East Main Street are deductive alternates.
10. Du Quoin Home Lumber at 17 South Mulberry Street involves the cost of replacing a metal roof of like design.
11. Membrane roofs are to be installed in a manner to achieve a twenty (20) year manufacturer's warranty.
12. Contractors are responsible for estimating the cost of existing roof removal and disposal, installation of two-inch ridged foam (equal to Carlisle's Polyiso), and installation of 60 mil EPDM membrane roofing (equal to VersiGard or Carlisle SW TPO).
13. Names and contact information for building owners are included in the bid packet. Bidders are welcome to inspect the respective buildings to evaluate the roofs. After the bidding process, bidders who believe any given building would benefit from an enhanced roof system, insulation, etc. are welcome to discuss the possibilities with a building owner, however program benefits to the building owner are specifically calculated on a membrane roof or a metal roof in case of Home Lumber. Any such changes will be in the form of a change order and paid for by the building owner.
14. Local Material Preference Policy – Building materials purchased in part or in whole to fulfill the project described in this bidding are subject to the local purchase preference. Local lumber and building centers shall be given the

opportunity to quote the building material costs and bidder agrees to select a local material supplier so long as the local quote(s) is/are within five (5%) percent of the lowest material quote supplied by a legitimate lumber and material supplier from locations outside the limits of the City of Du Quoin, Illinois. A legitimate lumber and material supplier is defined as a business legally eligible to conduct business in the State of Illinois and is open to the retail or wholesale public during the routine business week. The policy is not subject to building suppliers who provide complete building structures from factory suppliers.

15. All roof jobs are in the Perry County Enterprise Zone. Bidders must complete "Perry County Enterprise Zone 2021 Certificate of Eligibility for Building Materials Sales Tax Exemption – Contractor Application Form" in advance of Notice to Proceed. Form included in bid packet. Bids **should not** include sales taxes on any building materials.
16. A photocopy of the Bidders roof license is to be attached to the bid submission.
17. Liability Insurance – Contractor will purchase and maintain insurance that protects from claims which may arise out of, or result from Contractor's execution of the work, whether such execution be by the Contractor, any Subcontractor, or by anyone directly or indirectly employed by any of them, or by anyone for who acts on their behalf who may be liable. Contractor shall provide a certificate of insurance providing a minimum of \$1.0 million each occurrence and \$2.0 million aggregate comprehensive general liability coverage covering claims of personal injury or destruction of tangible property including losses resulting therefrom. Certificates of insurance shall be in place and validated in advance of a Notice to Proceed.
18. Payment to Contractor – Contractor will be paid twenty (20) percent of the individual contract amount upon execution of a work agreement with the building owner and issuance of the Notice to Proceed by DCDC. Contractor

will be paid eighty (80) percent of the individual contract amount upon certification of completed work by contractor and individual building owner to DCDC. The provision of lien waivers and copies of warranties must be included in contractor's certification.

19. Workmanship – Contractor shall be a certified installer for the roof materials being installed. Roof work must be inspected by a field service representative of the manufacturer and that company shall issue an inspection report and warranty to the contractor (applicator). The executed warranty shall be presented to the building owner and serve as evidence of workmanship quality. The 20-year warranty shall be explained in detail to the building owner and shall minimally represent standard practice in the roofing industry.

DU QUOIN COMMUNITY DEVELOPMENT CORPORATION ROOF PROGRAM BID SHEET

NAME	ADDRESS	SQ. FT. ESTIMATE BY OWNER	MEASURED SQ. FT. BY BIDDER	INDIVIDUAL BUILDING BID FOR MEMBRANE ROOF
LATTA	22 N. DIVISION	1,840	_____	_____
TOLER	4 E. MAIN	5,000	_____	_____
ZIMMERMAN (Tees)	6 W. MAIN	2,268	_____	_____
CROESSMAN Skylight Replacement/See Instructions	7 W. MAIN	2,025	_____	_____
ALONGI (West Side) This Bid Without Parapat Wall See Additive Alternate to Bid Parapat Wall	12/14 W. MAIN	3,200	_____	_____
ZIMMERMAN (Jones)	2.5 W. MAIN	4,800	_____	_____
JACKSON (Ruby Attic)	210 E. MAIN	1,624	_____	_____
HOME LUMBER Metal Roof Replacement/See Instructions	17 S. CHESTNUT	5,000	_____	_____
KELLER	30 W. MAIN	2,400	_____	_____
LONGSHORE	28 W. MAIN	1,500	_____	_____
WERNER	109 E. MAIN	1,150	_____	_____
SHUPE	217 E. MAIN	1,525	_____	_____
LEEK	11 W. MAIN	3,500	_____	_____
ALONGI (Movie)	20 W. MAIN	2,000	_____	_____
ZIMMERMAN (Clinic)	7 E. MAIN	2,100	_____	_____
B SPILLS	13 S. MULBERRY	3,234	_____	_____
ALONGI (Restaurant)	18 E. MAIN	1,800	_____	_____
JACKSON (IOOF) Deductive Alternate	200 E. MAIN	6,066	_____	_____
URBAN/ALONGI Deductive Alternate	10 W. MAIN	2,038	_____	_____
TOTAL BASE BID AS A GROUP FOR ALL BUILDINGS INCLUDING DEDUCTIVE ALTERNATES				_____

NOTES

1. ALL BUILDINGS MUST BE BID INDIVIDUALLY AND BY A GROUP. ALL LINES ON THIS SHEET MUST BE FILLED BY BIDDER.
2. BUILDING OWNERS MAY STAY WITH LARGER GROUP OR SELECT ANOTHER QUALIFIED BIDDER BUT MUST AGREE TO PAY ANY DIFFERENCES
3. EACH BUILDING OWNER WILL HAVE A SEPARATE WORK AGREEMENT WITH THE SELECTED CONTRACTOR.
4. BIDDER MUST ATTACH A PHOTOCOPY OF ROOFING LICENSE AND COPIES OF IN FORCE LIABILITY INSURANCE AS SPECIFIED.
5. AWARD WILL BE BASED ON GROUP BID FOR 17 MEMBRANE ROOFS, ONE METAL ROOF REPLACEMENT, AND ONE COMMERCIAL SKYLIGHT.
6. THE PROJECT INVOLVES TAX INCREMENT FINANCING WHICH HAS A LOCAL MATERIAL PREFERENCE POLICY. SEE INSTRUCTIONS.
7. ALL BUILDINGS ARE LOCATED IN THE PERRY COUNTY ENTERPRISE ZONE. BUILDING MATERIALS ARE EXEMPT FROM SALES TAX. SEE INSTRUCTIONS.

ADDITIVE ALTERNATES

NAME	ADDRESS	ADDITIVE ALTERNATED DESCRIPTION	BID
ALONGI	12 & 14 W. MAIN STREET	3,200 SQUARE FOOT MEMBRANE ROOF WITH PARAPAT WALL ON EAST BUILDING LINE	_____

BUILDING OWNER CONTACTS

NAME	LOCAL BUILDING ADDRESS	TELEPHONE NUMBER	EMAIL ADDRESS
SCOTT LATTA	22 N. DIVISION STREET	618 571 1014	genescott1826@hotmail.com
PERRY WERNER	109 E. MAIN STREET	618 542 8611	perryT200@yahoo.com
NATHAN SHUPE	217 E. MAIN STREET	618 790 4938	nathaniel.d.shupe@mwarep.org
JOAN TOLER	4 E. MAIN STREET	618 542 2191	tolersdoitbest@yahoo.com
JAMES KELLER	30 W. MAIN STREET	618 305 0669	jim.keller328@gmail.com
MARK KENT LEEK	11 W. MAIN STREET	618 318 9351	runkl6@hotmail.com
MATT JACKSON	210 E. MAIN STREET 200 E. MAIN STREET	618 318 2435	matt@ugc.gg
GEORGE CIGANOVICH	7 W. MAIN STREET	618 559 3956	croessman@hotmail.com
DU QUOIN HOME LUMBER	17 S. CHESTNUT STREET	618 542 2940	homelumber1@frontier.com
GUY ALONGI	12-14 W. MAIN STREET 18 W. MAIN STREET 20 W. MAIN STREET 10 W. MAIN STREET	618 542 2468	alongis@alongis.com
ANNIE SPILLER	13 S. MULBERRY STREET	618 318 3181	anniespiller@yahoo.com
LAWRENCE LONGSHORE JR.	28 W. MAIN STREET	618 927 3374	llongshore@tcse.us
RICHARD ZIMMERMAN	2.5 W. MAIN STREET 6 W. MAIN STREET 7 E. MAIN STREET	618 318 0024	docz@doczs.com

Perry County Enterprise Zone
2021 Certificate of Eligibility for Building Materials Sales Tax Exemption
Contractor Application Form

Application must be completed in its entirety for consideration
Please email completed application to Carrie Gilliam at cgill1775@gmail.com

Date: _____

Contractor Information

Name: _____ Phone: _____

Address: _____ City/State/Zip _____

Email Address: _____ Fax: _____

FEIN: _____ IDOR applicant ID#*: _____

***IDOR applicant ID numbers are REQUIRED for all purchasers and must be obtained at this web page:**
<https://www.revenue.state.il.us/app/ezci/SessionNotice.html>

Project Information

Nature of Work/Project Type: _____

Estimated Cost for materials: \$ _____ For labor: \$ _____

Project Beginning Date: _____ Project Ending Date: _____

Recipient Information

Name/Property Owner: _____

Phone: _____ Email: _____ SS#: _____

911 Street Address of Project: _____

Number of FTE Employees at Project Start: _____ Number of FTE Employees at Project Finish: _____

NOTICE – It is expected to take up to 72 hours for your certificate to be approved by Illinois Department of Revenue. Once approved you may go online to print a certificate at <http://www.revenue.state.il.us/Businesses/Incentives/> or contact Carrie Gilliam for assistance at 618-357-8775 or cgill1775@gmail.com.

Purchases must be made by 12/31/2021. Reporting for the prior calendar year must be completed by July of 2022.

TO RETAILERS: A Purchaser's Statement MUST be signed by the purchaser and accommodate this certification in order to deduct receipts from sales of building materials which are to be permanently incorporated into the real estate located within the Perry County Enterprise Zone.

Retailers should keep a copy of *Certificate of Eligibility for Sales Tax Exemption* as well as a copy of the *Purchaser's Statement*. Both are required by state law for an exemption of sales tax on building materials to occur. Retailer should keep a copy for their records of the invoice(s) noted on the *Purchaser's Statement* containing a description of building materials to be incorporated as real property within the Perry County Enterprise Zone and site referenced on both documents.