

**Huntley Fire Protection District**  
**REQUEST FOR SEALED BID PROPOSALS**

**Station 2 Roof Replacement**  
**Huntley Fire Protection District**  
**10590 Reed Road**  
**Huntley, IL. 60142**

**PROPOSALS DUE:**  
**Tuesday, June 10, 2025 – 10:00am**

**Huntley Fire Protection District  
Huntley, IL 60142**

The Huntley Fire Protection District is soliciting Sealed Bids for a **Roof Replacement of the Fire Station and shed** at 10590 Reed Rd., Huntley, IL.

There will be a mandatory contractor walk-through on June 03<sup>rd</sup>, 2025 at 2:00PM at 10590 Reed Road, Huntley, IL. Proposals will be received at the District Office, 11118 Main Street, Huntley, Illinois, 60142, (Headquarters Fire Station) until **10:00 a.m.**, local time, June 10<sup>th</sup>, 2025. On June 10<sup>th</sup>, 2025, at 10:15 am, the sealed bids will be publicly opened and read aloud. It is the responsibility of the vendor to meet the specified opening time and any proposal not so received will be returned unopened. Proposals must be identified as such on the outside of the sealed envelope. This can be done by marking the envelope "SEALED BID" and with the following information: Company's name, address, and item proposed.

Specifications and complete proposal documents may be obtained from the District Office. Further information regarding this proposal may be obtained by contacting Fire Chief Dan Wagner or Office personnel during normal business hours at (847) 669-5066.

The Huntley Fire Protection District reserves the right to waive any/all formalities, or to reject any/all proposals and/or parts thereof; and to accept that proposal which it deems most favorable to the District after all proposals have been examined and canvassed.

The Huntley Fire Protection District reserves the option to complete all or part of the Roof Replacement.

### **Purpose**

The Huntley Fire Protection District is seeking proposals for a roof replacement. The District will make one award for the purchase, installation and disposal of all materials involved with the roof project. The District will make such an award in the manner it deems to be in its best interests, considering price, convenience, and references.

### **Background**

The Huntley Fire Protection District is currently in the process of replacing the roof at our Station #2 along with the storage shed on property located at 10590 Reed Road Huntley, Illinois. 60142

### **General Information**

All Vendors understand and recognize that the Huntley Fire Protection District is required by law to engage in the formal bidding process for purchasing. The District has opted to utilize the Sealed Bid Process for securing the Vendor of choice. Emphasis will be placed not only on the lowest price but also on quality of references and product.

### **Projected 2025 Calendar of Events**

May 29, 2025	Expected date of RFP publication and posting to website
June 03, 2025	<u>Mandatory</u> Contractor walkthrough 2:00pm
June 10, 2025	Due date for all proposals by 10:00am
June 17, 2025	Fire Chief to make recommendation of vendor to Board of Trustees
TBA	Pending Board approval, contract implementation and purchase. Installation to take place as soon as possible.

If you are unable to adhere to any of the above events, please note this in your proposal.

### **“Best and Final Offers” are allowed, prior to award.**

The District may establish a common date and time for finalists to submit a best and final offer. Best and final offers shall only be submitted once unless a written determination is issued by the District that requires a second round of “best and final offers”. If this occurs and a contractor fails to notify the District they are withdrawing their proposal, their immediately previous offer will be construed as their best and final offer.

### **Prevailing Wage**

This project is subject to the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.). Vendors submitting proposals, and any subcontractors, must (a) agree to pay not less than the prevailing rate of wages to all laborers, workers and mechanics performing work under the proposal and contract as found Department of Labor and are available on its official website (<http://www.state.il.us/agency/idol/rates/rates.HTM>) and (b) must comply with payment, certification and reporting provisions of the Prevailing Wage Act including but not limited to those enumerated in Section 4 (820 ILCS 130/4).

### **Scope of Services**

A summary of services the General Contractor shall perform to complete the Project,

Included but are not limited to the following:

- a. **Obtain any permits which may be needed and include cost in proposal.**
- b. Planning, supervision, and timely completion of the project.
- c. Prepare, monitor, and maintain Project schedule.
- d. Material procurement, delivery, and storage.
- e. Provide any documentation for warranties of materials, labor, and options for the roof project.
- f. Provide certified payroll and prevailing wage.
- g. Provide documentation of Waivers for all materials.
- h. Provide any drawings or layouts of the project if needed.
- i. **All roofing work shall be self-performed.**
- j. Manage site access, safety, security, and cleanliness of site.
- k. Provide portable toilet.
- l. Accept responsibility for any accidental damage caused.
- m. Provide a final walk through of project with District.
- n. **This project will be completed in two (2) weeks from the start of the project.**

#### **Description of Work: Main Building and Storage Shed**

- a. Remove existing shingles and underlayment down to the roof sheathing. The project shall include the main fire station and storage shed located on property.
- b. Remove existing gutters, downspouts and aluminum fascia wrap.
- c. Provide plywood or similar and or plus tarps to protect buildings and grounds.
- d. Re-nail any sheathing that may be loose or needing to be re-nailed.
- e. Replace any damaged or rotten sheathing with same size as previous sheathing. The HFPD understands that price fluctuates for sheathing and contractor will discuss price and need with HFPD prior to replacement.
- f. Provide and Install Certainteed or equal Ice and Water shield, 4-36-inch courses up from all eaves as well as 36 inches in the valleys and around all roof penetrations.
- g. The remaining plywood roof deck will be covered with Certainteed Roof Runner synthetic underlayment or equal and over the ice and water shield on the 3/12 roof areas.  
( CAP NAILED IN PLACE )
- h. Provide and install 24" wide pre-finished 24ga. Valley flashing.
- i. Provide and install .019 aluminum drip edge along gable ends color to match existing.
- j. Provide and install Certainteed or equal starter courses on eaves.
- k. Provide and installation of approximately 135 squares of Certainteed Landmark or GAF comparable architectural shingles with 40-year warranty.
- l. Provide and install manufacturers hip and ridge cap shingles.
- m. Provide and install GAF Snowcountry ridge vent or equal at existing locations.
- n. Provide and install new pre-finished slant back roof vents on shed.
- o. Provide and install pre-finished 24ga. 8x8 baby tins at masonry walls.
- p. Existing flashing behind the siding will remain for reuse.
- q. All shingle roofing materials are from the same manufacturer.
- r. Provide and install new Broan dampened exhaust vents.
- s. New lead plumbing flashings and split boot flashings as needed.
- t. B-vent flashings to remain, reseal storm collars.
- u. Provide and install all flashings and vents at existing locations. Also caulk any vents as needed as well as any flashing needing caulking.

- v. The satellite dishes and brackets will be removed and disposed of.
- w. Provide and install new .019 aluminum fascia wrap on all eaves and gable ends.
- x. Provide and install pre-finished .032 aluminum 6" gutters with wedges for angled fascia with hangers every 12" on center. KYNAR 500 commercial finish.
- y. Provide and install pre-finished .032 aluminum 4"x 5" downspouts with KYNAR 500 commercial finish in existing locations.
- z. Removal and disposal of all materials that are removed during tear off. Clean all gutters of any material from construction.
- aa. Cover any exposed areas if needed due to inclement weather during project.
- bb. OSHA 100 % fall protection will be followed.
- cc. Provide safety flags or cones around all dumpsters, ladders, and work areas.
- dd. Magnetically sweep the work area for nails.
- ee. Provide contractors 5 year workmanship warranty.
- ff. **Provide Certainteed 3-star warranty system or GAF equal.**

There will be a **mandatory** contractor walk through at 10590 Reed Road Huntley, IL. 60142 on **June 3<sup>rd</sup>, 2025 at 2:00 pm.**

### **Proposal Submission Instructions**

In addition to the forms included in this RFP, anyone submitting a proposal shall include documentation and information that shows the cost of materials, cost of labor and cost of options broken down separately.

**Materials to be Provided** – Please describe the materials to be provided listed above.

**Services to be Provided** – Please describe the services to be provided. Describe in narrative and/or outline form your detailed work plan, including the number of hours to be committed and the results to be expected as well as your timeline for installation, and completion of project.

**Qualifications** – Describe the experience of your company and your involvement in projects of similar size and scope. Include the names of at least three (3) professional references, along with the address and telephone information for each (please see attached references form). The vendors grant the District permission to contact said references and ask questions regarding equipment and service performance.

**Price Structure** – Include two copies of your submittals with warranties of materials, labor, and options for the roof replacement.

Sealed Bids must be signed by an authorized official of the proposing company. Proposals must be sealed in an envelope clearly marked "Station 2 Roof" written thereon. Faxed proposals will not be accepted.

Please submit two (2) copies of the proposal, including materials, labor, training, and options breakdown with references, no later than 1000 hrs. June 10<sup>th</sup>, 2025, to:

Huntley Fire Protection District  
11118 Main Street  
Huntley, IL 60142

Please address all questions to Fire Chief Dan Wagner at 847-669-5066.

A recommendation is expected to be presented to the District Board of Trustees on June 17, 2025. We may request further information, examples, references or an interview after receiving a proposal.

<b>RETURN WITH PROPOSAL</b>
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HUNTLEY FIRE PROTECTION DISTRICT  
PROPOSAL FORM  
Station 2 Roof Replacement

**COMPANY INFORMATION**

Name of Company:	
Address:	

**CONTACT INFORMATION**

Printed Contact Name:	
Title:	
Phone Number:	
Authorized Signature:	
Date of Submittal:	

<b>RETURN WITH PROPOSAL</b>
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## REFERENCES

**VENDOR NOTE:** Vendor shall provide as many customer references as possible for work/equipment comparable to that which vendor has proposed within this request for proposals.

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

DATE OF SALE \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

DATE OF SALE \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

DATE OF SALE \_\_\_\_\_

## **HUNTLEY FIRE PROTECTION DISTRICT INSTRUCTIONS TO VENDORS**

In this Request for Proposal the term ***Bidder*** refers to the person proposing to do the work. By submitting a bid, the bidder understands and agrees that, if that proposal is accepted and the bidder fails to enter into a contract forthwith, the bidder shall be liable to the Fire Protection District for any damages the District may suffer.

Bids may not be modified after submittal. Bidders may withdraw proposals either personally or by written request at any time before the hour set for the bid opening but may not resubmit them. No proposal may be withdrawn or modified after the bid openings except if the award of contract has been delayed for a period more than forty-five (45) days.

**Bidder Responsibility.** In addition to complying with the statutes and regulations specifically referenced in this bid specification, the Bidder is responsible for determining the applicability of and complying with any other laws, regulations, ordinances, etc. which govern the Bidder's performance. All applicable federal, state and local laws, rules and regulations governing the performance required by Bidder shall apply to this bid specification and will be deemed to be included in this bid specification the same as though written herein in full. Bidder is responsible for ensuring compliance with all applicable laws, rules and regulations, including, but not limited to, those specifically referenced herein. Except where expressly required by applicable laws and regulations, the Fire Protection District shall not be responsible for monitoring Bidder's compliance.

**State of Illinois Discrimination Laws (775 ILCS 5/1-101 et. seq.).** In carrying out the performance required under this bid specification, and any contract subsequently awarded pursuant to the Bid, the Bidder shall comply with all applicable provisions of the Illinois Human Rights Act, and rules and regulations promulgated by the Illinois Department of Human Rights, prohibiting unlawful discrimination in employment. Bidder's failure to comply with all applicable provisions of the Illinois Human Rights Act, including, specifically, provisions related to sexual harassment, or applicable rules and regulations promulgated thereunder, may result in a determination that Bidder is ineligible for future contracts or subcontracts with the Fire Protection District or any of its political subdivisions or municipal corporations, and this bid specification may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

**Drug-free Workplace Act (30 ILCS 580/1, et. seq.).** Bidder must comply with all of the provisions of the Drug-free Workplace Act, which are applicable to the Bidder. False certification or violation of the requirements of the Drug-free Workplace Act may result in sanctions including, but not limited to, termination of this bid specification and debarment of contracting or bid opportunities with the Fire Protection District for at least one (1) year but not more than five (5) years.

**Freedom of Information Act (5 ILCS 140/1 et. seq.).** Applications, program reports and other information obtained by the Fire Protection District under this bid specification shall be administered pursuant to the Freedom of Information Act.



**Educational Loan Default Act (5 ILCS 385/3).** The Bidder must certify that the Bid is not in violation of the Educational Loan Default Act prohibiting certain contracts to individuals who are in default on an educational loan.

**Americans with Disabilities Act.** As a condition of receiving this bid, the Bidder must certify that services and activities to be provided pursuant to this bid specification comply and will continue to comply with The Americans with Disabilities Act (hereinafter "ADA") (42 U.S.C. 12101 et. seq.) and the regulations thereunder (28 CFR 35.130).

**Prevailing Wage Act, 820 ILCS 130/0.01 et seq.** Because the Contract is for the construction of fixed works or "public works" as defined by the Prevailing Wage Act, all laborers, workers and mechanics performing work under the Contract **shall not be paid less than the prevailing wage** as found by the Illinois Department of Labor or the District, and that the Contractor and all subcontractors and sub-subcontractors shall in all other respects comply with the Prevailing Wage Act.

**Substitutions.** Certain materials and equipment are specified by a manufacturer or trade name to establish standards or quality and performance and not for the purpose of limiting competition. Bidders are invited to submit bids not only on named items but also on items that they propose for substitution of named items. Products of other manufacturers may be substituted if, in the opinion of the Fire Protection District, they are equal to those specified in quality, performance, design, and suitability for intended use. When two or more items are specified, the selection among those specified is the Contractor's option.

Bids shall be based on materials and equipment included in the specifications. Substitutions for the purpose of evaluating bids will be considered only if proposed substitutions clearly are set forth in the Bid and will only be accepted prior to the award of contract. The offer of substitutions shall be an integral part of the proposal, appearing immediately after all requested bids and before the signature of the bidder for the entire proposal.

In addition to the requirements heretofore mentioned, in order for substitutions to qualify for consideration, the following shall accompany each proposal:

Each proposed substitution shall be itemized showing manufacturer's name, catalog number, quantity, unit cost, and total cost. The bidder shall prepare the necessary forms to list his substitutions in the manner outlined.

Each proposal offering substitutions shall be accompanied by descriptive literature, catalog data, complete technical specifications and reports of all pertinent tests concerning the bidder's proposed substitutions.

## MISCELLANEOUS PROVISIONS

**Waivers.** A waiver of any condition of this bid specification must be requested in writing. No waiver of any condition of this bid specification may be effective unless in writing from the Fire Protection District.

**Assignment.** The benefits of this bid specification and the rights, duties, and responsibilities of the Bidder under this bid specification may not be assigned (in whole or in part) except with the express written approval of the Fire Protection District. Any assignment by the Bidder in violation of this provision renders this bid specification voidable by the Fire Protection District.

**Severability Clause.** If any provision under this bid specification or its application to any person or circumstances is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or its application of this bid specification which can be given effect without the invalid provision or application.

**Integration Clause.** This bid specification, with attachments, as written, is the full and complete bid specification between the parties and there are no oral bid specifications or understandings between the parties other than what has been reduced to writing herein.

**Certification.** The Bidder must certify that it is not barred from bidding on the contract as a result of a violation of Section 33E of the Illinois Criminal Code, 720 ILCS 5/33E-1 through 33E-18.

By Order of  
PRESIDENT AND BOARD OF TRUSTEES

**BID PROPOSAL FORM**

\_\_\_\_\_ proposes to furnish the Huntley Fire Protection District with materials and labor described in the preceding section, in accordance with the attached conditions and specifications for the cost of;

\$ \_\_\_\_\_.

ITEMIZED TOTAL COSTS: \$ See Exhibits

**ALL PRICES ARE FIRM.**

By submission of this proposal, I certify that the quote has been arrived at independently and has been submitted without collusion with any vendor of materials, supplies, or equipment of the type described in the preceding section.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
TELEPHONE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED AGENT

\_\_\_\_\_  
PRINTED NAME OF AUTHORIZED AGENT

