



REQUEST FOR BID (RFB)
Heritage Primary School
Summer 2020 Roof Restoration Project
612 N Blumhoff Ave Wentzville MO

RFB-F MAR0620-133

Hugh Heckman
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RETURN BID NO LATER THAN: 3:20 PM Thursday April 2, 2020

RETURN BID AND ANY ADDENDUM TO:
Wentzville RIV School District
Attn: BID OPENING – Heritage Primary School Roof Restoration Project

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements and specifications of the original Request for Bid (RFB) and as modified by any addendum thereto. All Bids must be complete and properly executed by the vendor and received by the date and time noted above to be considered

This **REQUEST FOR BID** contains the following:

GEN - GENERAL INFORMATION FOR VENDORS/BIDDERS -- The section referred to as "General Information for Vendors/Bidders" contains general information about the District's business and Bid procedures.

SPEC – "SPECIFIC PROJECT SPECIFICATIONS FOR VENDORS/BIDDERS" -- The section referred to as "Specific Project Specifications for Vendors/Bidders" contains information specific to the goods and/or services in the Request for Bid. Specifications are more detailed than the "General Information for Vendors/Bidders".

BID REPONSES – Some bid responses will require a "SEALED ENVELOPE" while other bids responses will be processed through "Vendor Registry". To download and view bids, the District asks that all vendors/bidders register at <https://www.wentzville.k12.mo.us> through Vendor Registry. All addendums will be posted on Vendor Registry. Specific Project Specifications for Vendors/Bidders will state how bids responses are to be processed.

GENERAL INFORMATION FOR VENDORS/BIDDERS

GEN-1 GENERAL INFORMATION

1. Listed under "Specific Project Specifications for Vendors/Bidders" are items for which Wentzville RIV School District is seeking Bids for a specified period of time or project.
2. Sealed Bids must be received at the RFB stated location (no other location will be permitted), no later than the specific date and time this RFB, herein, at which time all bids will be publicly opened and read. No exceptions. The outside of sealed envelope shall be clearly marked: Attention the Project Manager's name, bid number, name of project bid, and due date. Late Bids will be rejected and returned unopened to the vendor. If the District is unexpectedly closed on the scheduled Bid opening date due to weather or other unforeseen circumstances, the bid opening will automatically occur on the next regular working day at 11:00 A.M. (same place) prevailing Central Time.
3. It shall be the vendor's sole responsibility to insure their RFB envelope has been received by the District prior to the deadline date and time. It should not be assumed that their Bid sent by US mail, UPS, FedEx or any other courier will be in the correct hands by the opening deadline.
4. Bids may not be withdrawn after scheduled closing time for the receipt of Bids. Errors or omissions can be corrected by a telephone call with a follow-up in writing until the time of Bid opening. Bids shall then be deemed final, conclusive and irrevocable, and shall not be subject to correction or amendment.
5. Any agreement made with the District and the awarded vendor will be made under the laws of the state of Missouri, and for all purposes shall be construed in accordance with the laws of said state without regard to principles of conflicts of law. The agreement will also require that venue for any disputes arising out of the agreement will be in the Circuit Court of St. Charles County, Missouri.
6. Throughout this document the terms "RFP", "RFQ" and "RFB" are to be used interchangeably.
7. Throughout this document the term "District" refers to the Wentzville R-IV School District.

GEN-2 FINANCIAL ABILITY

1. The District reserves the right to require the successful vendor to file proof of his ability to properly finance and execute the agreement, together with his record of successful completion of similar agreements. The District reserves the right to defer the acceptance of any Bid and the execution of an agreement for a period not exceeding ninety (90) days after the date of opening the Bids.

GEN-3 COMPANY REFERENCES, SUBCONTRACTING AND WARRANTIES

1. The District may request at least three (3) references, preferably educational institutions, whom you have supplied similar equipment and services. The names, titles and telephone numbers of contacts for each reference should be given. Unless you specify otherwise, District officials will be free to contact these references.
2. See Specific Project Specifications for Vendors/Bidders for subcontracting requirements. No subcontracting shall be permitted without prior written approval by the District. In addition, no changes in subcontractors will be permitted without prior written approval by the District.
3. See Specific Project Specifications for Vendor/Bidders for specific warranty requirements.

GEN-4 ADDENDUMS

1. Should the Bidder need clarification on stated specifications or has questions of interpretation of any specifications, the Bidder shall submit in writing to the Project Manager by the Request for Information Date stated in the Specific Project Specifications For Vendors/Bidders.
2. If determined by the District, clarifications affecting the cost of the specific project will be answered by addendums. If bidder has clarifications or questions that are determined by the

District not to affect the specific project cost, the clarifications or questions may be answered directly with the bidder. To insure notification of Addendums, Vendors/Bidders should register through "VENDOR REGISTRY" at <http://www.wentzville.k12.mo.us>.

3. It is the vendor's responsibility to verify if any addendums have been brought forth. Vendor must provide an email address to receive addendums.
4. All addendums shall become part of the Bid document.
5. Should the vendor fail to accurately respond to the specifications of an RFB and/or omit required RFB information, the District reserves the right to disqualify the RFB based on irregularities. It shall be each vendor's responsibility to obtain and verify all the information required on RFB held within, prior to the submission of stated RFB. No objections with regard to the application, meaning, or interpretation of any or all of the specifications and/or the general information will be considered after the closing date and time of this RFB.

GEN-5 EVALUATION

1. Upon receipt and after opening, all Bids will be evaluated by the District. No decision as to vendor recommendation will be made at the scheduled opening. Additional information necessary to the evaluation process will be requested from the vendor, where appropriate.
2. The District may inspect the vendor's facilities to ensure that the vendor can provide the necessary services specified under this agreement.
3. Sufficient inventory of specified items may be required to be maintained by the vendor during the agreement period in order to meet the requirements of the District. Vendor's commitment to maintain a supply of items currently used by the District may be a consideration when evaluating the Bid.

GEN-6 BASIS OF AWARD

1. The District's policy is to award a Bid based upon the "lowest and responsible" Bid. However, the District will also strive to select equipment, supplies and services, which best fulfill the District's overall needs. In making the award, the District will take the following factors into consideration:
 - Extent to which services and/or items meet or exceed specifications and function;
 - Vendor's ability to supply all or most items/services required;
 - Vendor's ability to maintain a sufficient supply of items needed by the District;
 - Any prior experience or history between the District and vendor;
 - Financial strength of the company;
 - The price proposed by the vendor;
 - Other factors deemed significant by District officials.
2. The District reserves the right to reject a Bid for any reason; to accept any Bid which it deems to be in its best interest; and to reject all Bids and solicit new Bids. The District reserves the right to waive any technicalities and requirements in this Specifications and Bid Form.
3. The District reserves the right to discontinue any agreement with the vendor by giving written thirty-day notice if circumstances warrant such action. Examples of such circumstances include, but shall not be limited to: budget/financial considerations; vendor service/product no longer required; and unsatisfactory vendor performance (see GEN-9), etc.

GEN-7 POOR OR NONPERFORMANCE

1. During the term of the contract, the District may terminate the contract for nonperformance, poor performance, late delivery, or other cause. The decision to terminate rests solely with the District and/or its duly appointed representative. In the event of termination, the District shall give the vendor written notice thirty (30) days prior to termination. The District may thereafter procure products or services from other vendors.
2. The vendor takes all responsibility for substandard or defective materials and will replace all items as determined by the District.

GEN-8 DOMESTIC PRODUCTS PROCUREMENT

1. The District encourages its staff to purchase or lease products manufactured, or produced in the United States and for contractors and subcontractors of the District to do the same when providing goods and services to the District.
2. It is also the policy of the District to give preference to commodities manufactured, mined, produced or grown within the state of Missouri and to give preference to all firms, corporations, or individuals doing business as Missouri firms, corporations, or individuals, when quality, price and delivery are approximately the same. (Legal Reference Section 171.181 RSMo.)
3. The Board of Education may make awards to local businesses located within the Wentzville School District and paying property taxes received by the Wentzville School District. The Board of Education may grant such local businesses a 2% advantage not to exceed \$500 per invitation. (Financial Operation - Board Policy 3180).

GEN-9 BILLING AND PAYMENT

1. For awarded Bids that require the purchase of "goods", all shipments must be accompanied by a packing list giving a complete description of items, total quantity of items, and total number of containers in the shipment. Packing list should also show District purchase order number, quantity and item(s) shipped along with proper shipping address. The invoice should be sent to 280 Interstate Drive, Wentzville, MO 63385 and include the purchase order number, quantity and item(s) shipped with price(s).
2. Invoice payments are subject to the Wentzville Board of Education approval and will be made in accordance with Wentzville School District payment cycles.

GEN-10 DELIVERY

1. For awarded Bids that require the delivery of "goods", the purchase order will specify delivery requirements.

GEN-11 PRICE

1. Price(s) will be mandated by the RFB specifications and the length that prices will stay in effect will be mandated by the RFB specifications.

GEN-12 COLLUSION CLAUSE

By submission of this Bid, each vendor, anyone signing on behalf of a vendor, and in the case of a joint Bid, each party thereto, certifies under penalty of perjury, that to the best of his knowledge and belief:

1. The prices of this Bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or competitor; Unless otherwise required by law, the prices which have been quoted in this Bid have not been knowingly disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or to any competitor; and no attempt has been made, or will be made, by the vendor to induce any other person, partnership or corporation to submit or not to submit a Bid for the purpose of restricting competition.

GEN-13 TAX EXEMPT STATUS

1. The vendor shall pay sales, consumer, use and similar taxes for the work or portions thereof provided by the vendor which are legally enacted when Bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.
2. As set forth in 144.062 RSMo and 144.030 RSMo, contractors who purchase materials and/or supplies "for the purpose of constructing, repairing, or remodeling facilities for" the District are exempt from paying sales tax. The official State Tax exemption certificate will be furnished to the contractor. The quoted phrase was taken directly from the statute.

GEN-14 "OR EQUAL"

1. Whenever material, article or piece of equipment is identified in the specifications by reference to manufacturers' trade name(s) etc., it is intended merely to establish a standard; and any material, article, or equipment of other manufacturers and vendors which will perform the duties imposed will be considered equal provided the material, article or equipment so proposed is, in the opinion of the Purchasing Office or using department, of equal substance and function. However, in some instances, the District will insist on specific brand names to meet District needs and requirements and will not permit "substitutes" or "or equals."

GEN-15 TOBACCO FREE ENVIRONMENT

1. Wentzville School District has adopted a tobacco free policy effective July 1, 1997. No tobacco products may be used in the facilities or on the grounds.

GEN-16 INDEMNIFICATION

1. To the fullest extent permitted by the law the Vendor shall indemnify, defend with legal counsel acceptable to the District, and hold harmless the District, its Board of Education, Board Members, agents and employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from personal injury, bodily injury, sickness, disease, or death, failure to make payment to suppliers, or injury to or destruction of tangible property, but only to the extent caused by the acts or omissions of the Vendor, or anyone directly or indirectly employed by the Vendor, or anyone for whose acts the Vendor may be liable.
2. **By responding to this RFB, all vendors acknowledge and agree that the District cannot and will not agree to indemnify, defend or hold harmless the vendor in any manner.**

GEN-17 SECURITY IDENTIFICATION BADGES (as related to on site work with services and construction)

1. All vendor employees servicing, repairing, delivery within the school buildings will be required to sign-in at the front office and receive a temporary security badge.
2. Construction contractor or subcontractor employees working on project sites will be required to obtain security identification badges before coming to the project site. Badges may be obtained by the District's Executive Director of Facilities, the District's architectural firm or the general contractor. For questions concerning security badges contact John Blanton, Executive Director of Facilities at 636-327-3800 ext. 20329.
 - a. To obtain a construction security identification badge, the contractor or subcontractor employee shall be required to give their full name, present personal identification verifying their name (e.g., driver's license), give their employer's company name, and present documentation verifying their employment with the company (e.g., business card, identification letter on company letterhead, etc.). During normal working hours, employment confirmation may be made by a confirming telephone call to the company.
 - b. Security identification badge must be kept with the contractor or subcontractor employee and prominently displayed while they are on the project site. The security identification badge may be temporarily removed from prominent display if the security identification badge will pose a safety threat to the contractor or subcontractor employee as the employee carries out the work.
 - c. If the contractor or subcontractor employee temporarily removes the security identification badge from prominent display for safety purposes, the contractor or subcontractor employee shall promptly present the security identification badge to any employee of the District that requests to see the security identification badge. Failure to promptly present the security identification badge shall be grounds for instant removal of the contractor or subcontractor employee from the project site until the security identification badge can be presented. If the contractor or subcontractor employee fails to present the security identification badge a

second time, the District may request the contractor or subcontractor employee to be removed from the project site permanently.

- d. **No employee of the vendor shall be authorized to have contact with or otherwise be in the presence of District students without a District employee also being present.**

GEN-18 REQUIRED E-VERIFY COMPLIANCE

1. Vendors will be required to comply with Section 285.530(2) RSMo. (Cum. Supp. 2008) regarding enrollment and participation in a federal work authorization program. The vendor represents and warrants that it is in compliance with Section 285.530 at the time of award of this RFB. Vendors will be required to provide a sworn affidavit and supporting documentation affirming participation in a qualified federal work authorization program and that vendor does not knowingly employ any person who is an unauthorized alien in connection with the services to be performed pursuant to any agreement entered into with the District.
2. FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") must be filled out and sent in the sealed envelope.
3. FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT must be filled out and notarized and sent in the sealed envelope.

GEN-19 CONSTRUCTION PROJECTS – CONTRACTORS & SUB-CONTRACTORS

1. Pursuant to Section 292.675 RSMo the construction contractor shall provide a ten (10) hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the Department of Labor and Industrial Relations which is as stringent as an approved OSHA program within sixty (60) days of beginning work on this project.
2. It shall be mandatory upon the contractor and any subcontractor under him/her to pay not less than the specified rates to all workmen employed by them in the execution of the contract, (see 290.250, RSMo).
3. Contractors and sub-contractors shall forfeit as a penalty to the state, county, city and county district or other political subdivision on whose behalf the contract is made or awarded one hundred dollars for each workman employed, for each calendar day, or portion thereof, such workman is paid less than the said stipulated rates for any work done under said contract, by him/her or by any subcontractor under him/her, and the said public body awarding the contract shall cause to be inserted in the contract a stipulation to this effect, (see 290.250 RSMo).
4. Contractor must post a legible list of all prevailing wage rates in a prominent and easily accessible place at the worksite by each contractor and subcontractor on the project. Notice must be posted during the full time that any worker is employed on the job, (see section 290.265, RSMo).
5. The Wentzville School District will make final payment only after the vendor has filed an affidavit of Compliance with the contracting public body, (see section 290.290 and 290.325, RSMo). Before final payment will be made, the contractor and all subcontractors must file an Affidavit of Compliance with the contracting public body. No payment can be legally made by the public body (Wentzville School District) to the contractor(s) until this affidavit is filed in proper form and with the public body (Wentzville School District).
6. All workmen must be experienced in this line of work, the job site must be left in a clean first-class condition, and free of debris on a daily basis.
7. The Contractor shall comply with all applicable state laws, municipal ordinances and the rules and regulations of governing authorities. The Contractor shall observe all regulations governing the provisions of the State Worker's Compensation Law. The Contractor shall save and hold harmless the District from and against all liability, claims and demands on account of personal injuries, property loss or damage of any kind whatsoever connected with the performance and agreement entered into with the District.
8. Only Missouri laborers from nonrestrictive states are allowed by law to be employed on Missouri's public works projects when the unemployment rate exceeds 5% for two consecutive months. (See Sections 290.550 through 290.580 RSMo). Therefore, this statute is in effect and will remain in effect as long as this notice is posted. For questions call (573) 751-3403. View the Frequently

Asked Questions at http://www.dolir.mo.gov/ls/faq/faq_PublicWorksEmployment.asp or view the statute 290.550 – 290.580 RSMo, at <http://www.moga.mo.gov/statutes/C290.HTM>. Nonrestrictive states, which includes the District of Columbia and the territories, and the words "United States" includes such district and territories, as of January 2008 are: Alabama, American Samoa, Arkansas, Georgia, Guam, Hawaii, Indian, Kansas, Kentucky, Louisiana, Maryland, Michigan, Minnesota, Nebraska, New Hampshire, New Mexico, New York, North Carolina, Northern Mariana Islands, Ohio, Oregon, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont, Virginia, Washington, and Wisconsin.

9. *Current Prevailing Wage Order* issued by the Missouri Division of Labor Standards will apply to all construction projects.

GEN-20 **VENDOR REQUIRMENTS – (IF APPLICABLE)**

1. The vendor shall possess all current permits and licenses for operation.
2. No vendor staff will not be under the influence of alcohol and/or drugs in the performance of their duties with the District. Rudeness, vulgar or obscene language or inappropriate physical contact will not be tolerated.
3. All employees, contractors and subcontractors working for or associated with the vendor, who will be on any school premises during school hours, must have cleared both a Missouri Highway Patrol and a FBI background check. This may be propriety information and can be kept with the vendor, however the vendor must supply paperwork stating their employees have cleared the checks. No vendor employee, contractor or subcontract will be allowed on any District premises who is a registered sex offender.
4. Should services require vendor's staff to interact with students:
 - a. All vendor staff will have an FBI/Highway Patrol Background Check which includes fingerprints. The charge for this process will be paid by the vendor for all staff who will be in District Facilities. Vendor staff who have been convicted of a felony or misdemeanor may not be allowed to provide services to the District.
 - b. All vendor staff who provide services to the District will have a TUBERCULIN PPD (Tuberculosis) test performed prior to being scheduled to work. This will be at no charge to the District. Vendor staff who test positive for Tuberculosis may not be allowed to provide services to the District.
 - c. All vendor staff will have their name run through the Missouri State Highway Patrol/Missouri Department of Social Services Child Abuse or Neglect Criminal Records check. There is no charge for this service.
 - d. It is the total responsibility for the vendor to insure that their above paperwork mentioned is on file. If it is found that a vendor staff does not have the appropriate forms on file, they will be asked to leave the District premises until all forms are on file with the District Human Resource Department.
5. The vendor shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of the school board: including any committee member for the purpose of influencing consideration of this RFB.
6. It shall be each vendor's responsibility to obtain and verify all the information required on this bid, prior to the submission of the bid. No objections with regard to the application, meaning, or interpretation of any or all of the specifications and/or the general information will be considered after the closing date and time of this bid. No claims of misinterpretation or lack of understanding of any information relating to this bid will be accepted after to closing date and time.
7. Vendors are expected to utilize the Project manager as the sole representative for ALL information regarding this RFB. Vendors, who contact any other district employee or representative of the District regarding the subject of this RFB, are subject to disqualification.
8. The vendor must have been in business for a minimum of five years.
9. The vendor will not assign any of the rights, duties, or payments arising under any agreement to any third party without the consent of the District.
10. The vendor will disclose if any of the owners of their company are employed by the Wentzville School District, including persons who may subbed for the district or have retired from the district.
11. It is the intent of this RFB and specifications to select a vendor or vendors to create a working agreement between all parties. The District however is under no obligation to assign, reward or select any vendor for the fulfillment of this RFB.

12. By submitting a RFB, the vendor specifically agrees that the decision of the Wentzville School District is final and binding and agrees to all contents of this RFB.
13. The vendor will comply with the Fair Labor Standards Act, Fair Employment Practices Act, Equal Opportunity Employment Act, Missouri Human Rights Act and all other applicable Federal and State laws, as well as the applicable Policies and Regulations of the District's Board of Education.
14. Every provision of law and clause required by law to be inserted in any agreement with the District will be deemed to be inserted and the agreement will be read and enforced as though it were included.
15. No vendor will perform service or deliver product without a District purchase order.
16. It is expected that the vendor will provide their best pricing and services on this RFP/RFB. The District will not negotiate with any vendor after the proposals have been read publicly.

GEN-21 INSURANCE REQUIREMENTS

Vendors, contractors and/or sub-contractors (used interchangeably) shall, at its expense, procure and maintain at a minimum for the duration for any service or project and through the correction period stated in the agreement, except as otherwise set forth herein, the types and amounts of insurance described below or as otherwise required by law on all of its operations, in companies registered to do business in the State of Missouri and having an A.M. Best Rating or A-IX or higher:

1. Workers' Compensation and Employers Liability Insurance: Shall carry Workers' Compensation Insurance as required by any applicable law or regulation. Employers Liability Insurance shall be in amounts no less than \$1,000,000 each accident for bodily injury, \$1,000,000 for bodily injury by disease and \$1,000,000 each employee for bodily injury by disease. If there is an exposure of injury to Contractor's employees under the U.S. Longshoremen's and Harbor Workers compensation act, the Jones Act or under laws, regulations or statutes applicable to maritime employees, coverage shall be included for such injuries or claims. If the contractor's Employers Liability limits are below those stated above an umbrella liability policy may be used to the requested limit.
2. Commercial General Liability Insurance: Shall carry Commercial General Liability Insurance written on ISO occurrence for CG 00 01 07 98 or later edition (or a substitute form providing equivalent coverage) and shall cover all operations by or on behalf of the Contractor, providing insurance for bodily injury liability and property damage liability for the limits indicated below and for the following coverage:
 - a. Premises and Operations
 - b. Products and Completed Operations
 - c. Contractual Liability insuring the obligations assumed by the Contractor under this Contract
 - d. Personal Injury Liability and Advertising Injury Liability
 - e. Except with respect to bodily injury and property damage included within the products and completed operations hazards, the general aggregate limit shall apply separately to the Contractor's project under this Contract. Completed Operations coverage must be maintained for the correction period provided by any agreement with the District.
3. Limit of Liability: The Commercial General Liability policy limits shall not be less than:
 - a. \$1,000,000 Each Occurrence (Combined Single Limit for Bodily Injury and Property Damage)
 - b. \$2,000,000 Aggregate for Products/Completed Operations
 - c. \$1,000,000 Personal Injury/Advertising Injury
 - d. \$2,000,000 General Aggregate (provide endorsement to apply the General Aggregate per project, if available. If not, see Umbrella Liability section).
4. Additional Insured: The District, all of its officers, directors and employees, shall be named as Additional Insured under the Commercial General Liability Insurance using ISO Additional Insured Endorsements CG 20 10 or substitute providing equivalent coverage. If additional insured status is required for a correction period then CG 20 37 or equivalent should also be used. These endorsements must be stated on the Insurance certificate provided to the District and a copy of the endorsements confirming coverage should accompany the insurance certificate.
5. Primary Coverage: Commercial General Liability Policy shall apply as primary insurance and any other insurance carried by the Architect (if applicable) or the District shall be excess only and will not contribute with vendor's insurance. This must be stated on the insurance certificate and a copy of the endorsement confirming coverage should accompany the insurance certificate.
6. Business Automobile Liability Insurance: The policy should be written on ISO form CA 0001, CA 0005, CA 0002, CA 0020 or a substitute form providing equivalent coverage and shall be at least \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage each accident and should also cover Automobile Contractual Liability. The policy should name the District and all of its officers, directors and employees as Additional Insureds. The policy shall be endorsed to be primary coverage and any other insurance carried by the District shall be excess only and will not contribute with Contractor's Insurance. To confirm coverage, a

copy of the Additional Insured Endorsement and the Primary Insurance Endorsement should accompany the Insurance certificate.

7. **Umbrella Excess Liability:** Should provide an umbrella excess liability policy that will provide a minimum of \$2,000,000 per occurrence/ \$2,000,000 aggregate over the above listed coverages. This policy should "follow-form" of the underlying policies and comply with all insurance requirements of those policies. If the General Aggregate of the Commercial General Liability policy does not apply per project, the limits should be \$3,000,000 per occurrence/ \$3,000,000 aggregate.
8. **Waiver of Subrogation:** The Commercial General Liability and Automobile Liability policies shall each contain a waiver of subrogation in favor of the District and its officers, director and employees.
9. **Certificates of Insurance:** As evidence of the Insurance, limits and endorsements required, a standard ACORD or equivalent Certificate of Insurance executed by a duly authorized representative of each insurer shall be furnished by the vendor to the District and Architect (if applicable) before any work is commenced by the vendor. The District shall have the right, but not the obligation, to prohibit vendor, contractor or any subcontractor from entering the project site until such certificates are received and approved by the District. With respect to insurance to be maintained after final payment, an additional certificate (s) evidencing such coverage shall be promptly provided to the District as a precondition to final payment. The Certificate of Insurance shall provide that there will be no cancellation or reduction of coverage without 30 days prior written notice to the District. Failure to maintain the insurance required herein may result in termination of any agreement at District's option. In the event the vendor does not comply with the requirements of this section, the District shall have the right, but not the obligation, to provide insurance coverage to protect the District and Architect (if applicable), and charge the vendor for the cost of that insurance. The required insurance shall be subject to the approval of the Architect (if applicable), but any acceptance of insurance certificates by the Architect (if applicable) or District shall in no way limit or relieve the vendor, contractor or any subcontractor of their duties and responsibilities in the agreement.
10. **Copies of Policies:** Shall furnish a certified copy of any and all insurance policies required under this Contract within ten (10) days of the District's written request for said policies.
11. **Subcontractors:** Vendor shall cause each subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of Owner. Contractor shall provide to Owner copies of certificates evidencing coverage for each subcontractor, subcontractors' commercial/general liability and business automobile liability insurance shall name the District and its Architect (if applicable) as Additional Insureds and have the Waiver of Subrogation endorsement added.
12. **Other Insurance:** The District may require insurance coverage in excess of the types and amounts required in this Exhibit. Vendor shall attempt in good faith to obtain quotes for such additional coverage and provide them to the District for review. Vendor shall purchase any such additional insurance as may be requested by the District in writing. The District shall pay any additional premium for such additional coverage.

GEN-22 GOVERNING LAW, JURISDICTION AND VENUE

1. The agreement shall be governed and interpreted in all respects according to the laws of the State of Missouri. In the event either party must bring a legal or equitable action to enforce any of its rights under the agreement, the venue for such actions shall be the Circuit Court of St. Charles County, Missouri.

GEN-23 CONFIDENTIALITY

1. To the extent that is applicable, the vendor will observe the confidentiality of and protect student information in accordance with applicable law, including but not limited to the Family Educational Rights and Privacy Act, (FERPA), 10 U.S.C. § 1232g, and the Health Insurance Portability and Accountability Act (HIPAA), and will indemnify the District for any damages suffered by it, by reason of vendor's failure to do so.

GEN-24 BID BONDS & PERFORMANCE/PAYMENT BONDS

1. Bid Bonds and/or Performance/Payment Bonds, if required will be stated in the Specific Project Specifications for Vendor/Bidders.

**SPECIFIC PROJECT SPECIFICATIONS FOR
VENDORS/BIDDERS**

RFB NUMBER: RFB-F-MAR0620-133	RELEASE DATE: 16 March, 2020	RFB NAME: Heritage Primary School Roof Restoration Project
DUE DATE & OPENING: Date: Thursday 2 April, 2020 Time: 3:20 PM Location: Wentzville RIV School District 280 Interstate Drive Wentzville, MO 63385		Request for Additional Information Date:
ADDRESS INQUIRIES TO: Hugh Heckman Title: Project Manager PH: 636-327-3800 Ext 20372 hughheckman@wsdr4.org		RETURN BID TO: Wentzville RIV School District 280 Interstate Drive Wentzville, MO 63385



BID FORM

**Heritage Primary School
2020 Summer Roof Restoration Project
RFB-F-MAR0620-133**

**** Read at Bid Opening**

Vendor: _____

Contact Name: _____

Phone: _____

Email: _____

Bidder acknowledges receipt of the following Addendums: _____ Date _____

_____ Date _____

Bidder agrees to perform all work described in the bid package in the time frame allocated, for the lump sum of:
_____ Dollars.

(\$ _____)

Performance/Payment Bond:

Performance Bond and Payment Bond AIA form No, A312 for the base Bid shall be furnished by a Bonding Company with an A.M Best Rating of A, V, or better, for all work included in the Base Bid amount; The cost of the performance and Payment Bonds, which shall be added to the base bid is:

_____ Dollars (\$ _____)

Bid Bond, 5% of Total Project (in Sealed Envelope)

Total Cost for Project _____ Dollars (\$ _____)

Alternates:

Alternate #1 ADD to the Base Bid: Restore roof C with a ten (10) year warranty for a lump sum of _____ Dollars. (\$ _____)

Alternate #2 Add to the Base Bid: Restore roof G with a ten (10) year warranty for a lumps sum of _____ Dollars. (\$ _____)

Alternate #3 Add to the Base Bid: Restore roof H, I & M with a ten (10) year warranty for a lumps sum of _____ Dollars. (\$ _____)

The work, including the alternates if accepted, shall be completed by Friday, August 14, 2020.

Roofing Product Manufacturer to be use: _____

Unit Cost:

Provide the following Unit Cost including all material, equipment, labor, sundries, supervision, bonding overhead and profit.

1. Remove and dispose of existing roofing system down to the structural deck and replace with new roofing materials and profiles for the total lump sum price of: _____dollars (\$ _____) per square foot. (sixteen square feet initial minimum)
2. Remove and dispose of existing metal roof deck, installing new deck matching existing profile for the total lump sum price of _____dollars (\$ _____) per square foot. (sixteen square feet, initial minimum)

Signature _____ Date _____

BIDDERS SIGNATURE AUTHORIZATION & THREE REFERENCES FORM

(To be included in sealed envelope)

Authorized Signature		Date
Printed Name		Title
Company Name		
Mailing Address		
City, State Zip		
Phone #:	Fax #:	E-Mail Address

THREE (3) REFERENCES:

Company Name: _____

Address: _____

Phone: _____

Contact Name: _____

Description on Work Performed: _____

Company Name: _____

Address: _____

Phone: _____

Contact Name: _____

Description on Work Performed: _____

Company Name: _____

Address: _____

Phone: _____

Contact Name: _____

Description on Work Performed: _____

Signature _____

(To be included in sealed envelope)

Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school District must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

Accordingly, your company:

- a. Agrees to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of its contract with the District;
- b. Agrees it is enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;
- c. Agrees that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;
- d. Agrees you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;
- e. Agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) of your participation in E-Verify;
- f. Agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and
- g. Agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By: _____ (signature)

Printed Name and Title: _____

For and on behalf of: _____ (company name)

FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

(To be included in sealed envelope)

1. I, _____, being of legal age and having been duly sworn upon my oath, state the following facts are true:
2. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.
3. I am employed by _____ (hereinafter "Company") and have authority to issue this affidavit on its behalf.
4. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.
5. Company does not knowingly employ any person who is an unauthorized alien in connection with the Services Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: _____ (individual signature)

For _____ (company name)

Title: _____

Subscribed and sworn to before me on this ____ day of _____, 201__.

NOTARY PUBLIC

My commission expires:

Heritage Primary School
Roof Restoration Project
RFB-F-MAR0620-133

Specific Project Specifications For Vendors/Bidders

Note: Should a conflict between the Project Specific Instruction and the District's General Conditions occur, the District's General Conditions prevail.

Bidder Requirements Contractor Qualification:

1. All bidding contractors shall be registered with the District's on-line vendor/contractor Registry.
2. The Roofing Contractor shall be a certified installer by the product manufacturer and have at least 10 years in the commercial roofing business.

GENERAL SCOPE:

1. The purpose of the Request for Bid (RFB) is to restore various roof surface areas at Heritage Primary School, Located at 612 Blumhoff Ave. Wentzville MO, 63385.

SUMMARY of the Work:

Roof Restoration:

1. Roof sections base bid E, Q, R, S, will be restored and be warranted for ten (10) years by the roofing Manufacturer against leaks and water infiltration. The contractor shall pay close attention to conditions and details at the scuppers at roofs locations where previous repairs have occurred. Roof R has solar panels installed which occupy approximately 75% of the surface area. Solar panels shall remain and the contractor shall coat the visible roof surface beneath the panels.
2. Alternate # 1: Roof C. Roof C has solar panels installed which occupy approximately 20% of the surface area. Solar panels shall remain and the contractor shall coat the visible roof surface beneath the panels.
3. Alternate #2: Roof G
4. Alternate # 3: Roof H, I, M

Contract Time:

1. Contractor shall commence work no earlier than Tuesday June 9th, 2020 nor no later than Tuesday June 23rd and be fully complete, free and demobilized from the site no later than Friday August 14, 2020. There shall be no extensions of time nor any additional compensation for overtime due to weather affecting or delaying the progress of work. Any Work required to satisfy the Manufacturer's warranty requirements performed after Friday August 14 will occur after 3:30 PM Monday thru Friday and or on weekends unless there is no school.
2. The successful Bidder will be afforded reasonable access and time to survey and measure the existing conditions prior to the commencement of work for the procurement of material quantities by appointment only.

3. By filing the RFB, the bidder has included all premium time and overtime required to complete the work within the allotted time period.

Pre-Bid, Examination and Inspection of the Proposed Work:

1. There will **NOT** be a mandatory Pre-Bid Conference for this project, however, the District will provide access to the building and work areas on Tuesday March 24, 2020 from 10:00 AM until 11:00 AM as a Walk-Thru. Bidders are encouraged to use this time to examine and review the scope of work.
Bidders anticipating attending the walk thru shall check the Pre-Solicitation Meeting Sign-In box on the District's Vendor Registry Website.
2. Should inclement weather force the cancellation of the Walk-Thru, the Walk -Thru will be rescheduled for the same time, the following business day. In the event of a cancellation, the District shall notify Bidders via the Vendor Registry and or the phone number the bidder has provided.
3. It is suggested that the bidder or his representatives attend the Walk-thru for this project in order to be familiar with all aspects of the project and site conditions.

Building Access:

1. Contractors shall be required to provide their own equipment and access to all work areas and shall not be provided access within the building unless the District is notified in advance for specific reasons.
2. Should a contractor need to obtain access to the building during the construction period, contractor shall contact the District's Project Manager no later than 72 hours prior to the requested access time. Should the Project Manager be unavailable, the contractor shall call the District's Support Services Department at 636-327-3858 extension 21323 to arrange access.

Protection:

1. Contractor is responsible for properly protecting existing roof surfaces, site structures, existing building and roof system during working operations. The contractor will be responsible for repairing at his expense, any areas or systems that are damages during his operations. The District currently holds a roof warranty(s) on the adjacent roof surfaces. Plywood shall be used to protect the immediate work area and support any ladders and or scaffolding.
2. Contractor is responsible for means and methods and complying with all safety regulations that govern. See General Information For Vendors/Bidders for requirements.

Application for Payment:

1. Contractor shall make monthly Application for Payment utilizing the AIA Application and Certificate for Payment G702 with document G703 Continuation sheet showing a breakdown list of materials and or task so that a reasonable evaluation of completion can be ascertained and certification of the work progress and payment can be made.
2. With each Application for Payment, the Contractor shall provide unconditional lien waivers from all Sub-Contractors, Sub-Subcontractors and suppliers of any tier for Work processed two months prior covering both labor and materials. A final application for payment shall not be processed in the absence of a lien waiver submission.

3. The District request that the contractor procure all materials for the project and submit manufacturer's invoices and documentation for stored materials with the first Application for Payment, due Monday June 1st 2020.

Contractor's Qualification:

1. Contractor shall be trained and certified by the roofing manufacturer who will be providing products and issuing the Warranty.

Facilities:

1. Contractor shall provide workmen facilities i.e. portable toilet and other necessary fixtures, devices, tools, generators, supplies, drinkable water etc. necessary to complete the work.
2. With the exception of necessary hand tools and materials, **no other items** shall be stored on the roof.

Security and Safety Guidelines:

1. The contractor shall be familiar with and adhere to the District's Board Policies, Regulations, Security Guidelines and Provisions.
2. Any worker(s) who violate security rules, disregard hazard signs interfere with the District's operation, refuse to obey order(s) of the District Representative, or are considered disorderly by the Districts Representative, shall be discharged from the work.
3. Contractor shall secure all material at each day's end to prevent being affected by a weather event. Items that are not secure and become a hazard, may become the property of the District and may or may not be returned for contractor's use.
4. Contractor shall remove all ladders that would allow one to gain access to the roof level, and secure, at the end of each work day.
5. The Bidder shall note that this contractor shall comply with the Missouri Statute 292.675 Titled "Osha-Training requirements for Construction Laborers, See General Information For Vendors /Bidders Section Gen-19. Contractor shall implement the necessary fall protection as required.

Owner's Special Tax Exemption:

1. Contractor shall use the Owner's tax exempt status for all purchases of material and equipment for use on the project. The District will provide the contractor with the tax exemption number and certificate to be used for the purchase of all materials and equipment.
2. The contractor shall be required to provide all necessary accounting, invoice records etc. And assistance as requested by the District in order to utilize the Districts Tax Exempt status.

Missouri Domestic Products Procurement Act:

1. The Bidder should note that Senate Bill No. 74 Establishes by act, that all public agencies entering into a contract for the purchase, manufacturing installation, construction, alteration repair or maintenance of any public work shall be provided utilizing goods or commodities manufactured or assembled in the United States. See General Information For Vendors/Bidders, Gen-8 Domestic Products Procurement.

Prevailing Wage Rates:

1. Contractor shall pay workman current prevailing wages see General Condition Gen-21.

Quantities of Work:

1. It is the Bidding Contractors responsibility to quantify the amount of work to be performed by visiting the site and ascertaining the complete scope of the project and performing appropriate take-offs and measurements as needed. The District shall make reasonable efforts, as described in the General Information For Vendors and or Specific Project Specifications, to allow contractors access to the work area for evaluation and or measurement prior to the bid due date. Last minute request for building access may or may not be granted and or accommodated.
2. In some cases, the District has provided quantities from either site measurements and or take-offs from construction drawings that act only as a guide or estimate to provide the bidder with an approximated magnitude of scope only. The contractor is responsible for verifying his/her own quantities and materials.

Temporary Utilities:

1. District shall provide the use, as necessary, of exterior wall/roof hydrants to clean or wash construction areas as needed. Access to water may or may not be available at every building and or roof section. It is the contractor's responsibility to provide all materials i.e. hoses and material including water if need be, to complete the work intended.

Disposal of Waste, Debris and Construction Materials:

1. It is the contractor's responsibility to remove construction debris from the site and dispose of legally, any waste material, un-used building material, trash, construction debris, containers and any material that is generated by the work. Waste shall be collected and removed on a daily basis. Leaving trash at days end will not be tolerated.
2. Utilizing District trash dumpsters is not permitted.

Supervision:

1. Contractor shall maintain a supervisor at the site while work is being performed that is responsible for all aspects of the work and can represent the company and shall be in charge of any subcontractors that may be on-site.
2. Contractor shall be liable for receiving and accepting deliveries related to the work. District's personnel will not accept or sign for contractor's deliveries.

Product Substitutions:

1. The Bidder shall provide the Basis of Design product(s) listed in the Specifications, Part 2 PRODUCTS as a condition of the RFB unless the **Contractor** submits a substitution request by **1 PM March 26, 2020**, and is granted approval by the District. The District reserves the right to be the final authority on the acceptance or rejection of any and all proposed substitutions that has met specified requirement criteria.
2. All substitution request must include complete product system information including all salient features and testing data highlighted in comparison with the Basis of Design Product for

comparison purposes. All Substitution Request that are received incomplete and that do not contain **All** products and product information as required to make a full evaluation by the District, will be returned without action. Manufacturer's Warranty information must accompany and be part of the substitution request packet information.

Bidder(s) submitting the substitution request will be informed in writing by the District of all acceptable material substitutions. In the absence of such approval, all items shall be furnished as specified.

The bidder **will not** be allowed to change material(s) after the bid opening.

Request For Information Date and Communications:

1. All questions shall be directed, in writing, to the District's Project Manager or named representative in the RFB. All questions shall be submitted prior to **3:00 PM Thursday March 26, 2020**. Questions after that time will not be answered.
2. No verbal communication shall be recognized in amending, changing or authorizing modification of the requirements of the project.

Unit Cost:

1. Refer to the Request For Bid (RFB) for required unit cost line items.
2. Unit cost stipulated reflect total compensation to the contractor for the specified unit, including but not limited to all material, rentals, cutting and patching, tools, sundries, delivery, equipment, labor, installation cost, supervision, overhead and profit and bonding to be included.
3. The unit prices reflect additional work that may be required within the contract area.

Contingency Allowance:

1. Bidder shall include in the Base bid amount and as a line item in the schedule of values, an allowance of ten thousand (\$10,000.00) dollars. Monies in this contingency allowance will be used only as payment(s) towards Change Orders. At the completion of the contract, monies remaining in the Contingency Allowance will be credited to the District by a Change Order.

Additional Material:

1. The Contractor shall provide the District with one unopened 5 gallon pail of the roof coating material.

District Estimated Areas, for approximate Magnitude of Scope only.

Base Bid:

Roof Area E: 6,455 S.F.

Roof Area Q: 12,640 S.F.

Roof Area R: 6,125 S.F.

Roof Area S: 12,240 S.F.

Total Base Bid 37,460 S.F. +-

Alternate #1:

Roof Area C 17,130 S.F.+-

Alternate #2:

Roof Area G 19,110 S.F.+-

Alternate #3:

Roof Area 11,600 S.F.+-

END of Specific Project Specifications For Vendors/Bidder

HERITAGE PRIMARY AND INTERMEDIATE SCHOOL
FLUID APPLIED ROOFING RESTORATION
RFB-F-MAR0620-133

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Single Ply Roof Restoration

1.2 REFERENCES

- A. ASTM C 920 - Standard Specification for Elastomeric Joint Sealants.
- B. ASTM C 1250 - Standard Test Method for Nonvolatile Content of Cold Liquid-Applied Elastomeric Waterproofing Membranes.
- C. ASTM D 624 - Standard Test Method for Tear Strength of Conventional Vulcanized Rubber and Thermoplastic Elastomers
- D. ASTM D 1002 - Standard Test Method for Apparent Shear Strength of Single-Lap-Joint Adhesively Bonded Metal Specimens by Tension Loading (Metal-to-Metal).
- E. ASTM D 1475 - Standard Test Method For Density of Liquid Coatings, Inks, and Related Products.
- F. ASTM D 1876 - Standard Test Method for Peel Resistance of Adhesives (T-Peel Test).
- G. ASTM D 2196 - Standard Test Methods for Rheological Properties of Non-Newtonian Materials by Rotational (Brookfield type) Viscometer.
- H. ASTM D 2240 - Standard Test Method for Rubber Property-Durometer Hardness.
- I. ASTM D 2369 - Standard Test Method for Volatile Content of Coatings.
- J. ASTM D 3960 - Standard Practice for Determining Volatile Organic Compound (VOC) Content of Paints and Related Coatings.
- K. ASTM D 7897 – Standard Practice for Laboratory Soiling and Weathering of Roofing Materials to Simulate Effects of Natural Exposure on Solar Reflectance and Thermal Emittance
- L. ASTM E 1980 - Standard Practice for Calculating Solar Reflectance Index of Horizontal and Low-Sloped Opaque Surfaces
- M. ASTM G 21 - Standard Practice for Determining Resistance of Synthetic Polymeric Materials to Fungi.

1.3 SYSTEM DESCRIPTION

- A. Single Ply Roof Restoration Renovation: work includes:
 - 1. Surface preparation: Remove membrane chalking, dust, dirt, and debris.
 - 2. Fascia Edges: Inspect and make repairs to membrane
 - 3. Parapets and Vertical Surfaces: Inspect and make repairs to any splits or membrane deterioration.
 - 4. Metal Flashings: Repair/Replace metal flashings, pitch pockets as needed for warranty
 - 5. Roof Repairs: Repair blisters, stressed or cracked membrane. Cut back, patch with new membrane

1.4 SUBMITTALS

- A. Product Data: Manufacturer's data sheets on each product to be used, including:
 - 1. Preparation instructions and recommendations.
 - 2. Storage and handling requirements and recommendations.
 - 3. Installation methods.
- B. Manufacturer's Certificates: Certify products meet or exceed specified requirements.

1.5 QUALITY ASSURANCE

- A. Perform Work in accordance with NRCA Roofing and Waterproofing Manual.
- B. Manufacturer Qualifications: Manufacturer: Company specializing in manufacturing products specified in this section with documented ISO 9001 certification and minimum of ten years experience.
- C. Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and certified Pre-Approved Manufacturer's Contractor.
- D. Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing and while work is in progress.
- E. Product Certification: Provide manufacturer's certification that materials are manufactured in the United States and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.
- F. Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

1.6 PRE-INSTALLATION CONFERENCE

- A. Convene a pre-roofing conference approximately two weeks before scheduled commencement of roofing system installation and associated work.
- B. Objectives include:
 - 1. Review foreseeable methods and procedures related to roofing work, including set up and mobilization areas for stored material and work area.
 - 2. Tour representative areas of roofing substrates, inspect and discuss condition of substrate, roof drains, curbs, penetrations and other preparatory work. Identify areas needing repair or particular attention as identified by manufacturer's representative.
 - 3. Review required inspection, certifying procedures by Manufacturer Representative.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation. Materials in containers not having a manufacturer's identification label will not be permitted.
- B. Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.
- C. Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface. No wet or damaged materials will be used in the application.
- D. Avoid stockpiling of materials on roofs without first obtaining acceptance from the Owner. Do not stockpile material atop metal copings or in a manner that will compress the insulation board or jeopardize the structural integrity of the roof structure.
- E. Storage temperatures should be between 60°F to 80°F and not exceed 110°F. Indoor ventilated storage is recommended. Ensure jobsite storage is in a shaded and ventilated area. Do not store in direct sunlight.

1.8 PROJECT CONDITIONS

- A. Do not install products in environmental conditions outside manufacturer's recommended limits.
- B. Weather Condition Limitations: Do not apply products during inclement weather or when precipitation is expected.
- C. Proceed with roofing work only when existing and forecasted weather conditions will permit unit of work to be installed in accordance with manufacturer's recommendations and warranty requirements.
- D. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed during same day.
- E. When applying materials with spray equipment, take precautions to prevent over spray and/or solvents from damaging or defacing surrounding walls, building surfaces, vehicles or other property. Care should be taken to do the following:
 - 1. Close air intakes into the building.
 - 2. Have a dry chemical fire extinguisher available at the jobsite.
 - 3. Post and enforce "No Smoking" signs.
- F. Avoid inhaling spray mist; take precautions to ensure adequate ventilation.
- G. Protect completed roof sections from foot traffic for a period of at least 48 hours at 75 degrees F and 50 percent relative humidity or until fully cured.
- H. Minimum temperature for application is 50°F and rising with no exceptions.

1.9 WARRANTY

- A. Upon completion of the work, provide the Manufacturer's written and signed limited labor and materials Warranty, warranting that, if a leak develops in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer shall provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition.

1. Warranty Period:
 - a. 10 years:
- A. Installer is to guarantee all work against defects in materials and workmanship for a period indicated following final acceptance of the Work.
 1. Warranty Period:
 - a. 2 years from date of acceptance.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturer: Garland Company, Inc. (The), which is located at: 3800 E. 91st St.; Cleveland, OH 44105;

2.2 ROOF RESTORATION SYSTEM FOR SINGLE PLY ROOFS

- A. White-Knight Plus System:
 1. Primer: None.
 2. Restoration Material: White-Knight Plus
 3. Flashing: Repair as needed
 4. Non Slip Surfacing: Apply non slip granules at all walkway pad locations

2.3 EDGE TREATMENT AND ROOF PENETRATION FLASHINGS

- A. Pitch pans, Top off all pitch pans with pourable sealer to ensure a crown for water run-off.
- B. Flashings are to be coated twice to ensure proper coverage.

2.4 Walkway pads

- A. Re-attach loose walkway pad segments. Seal perimeter of pads with Green-Lock Structural Adhesive or equal.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.

3.2 ROOF PREPARATION AND REPAIR

- A. General: All necessary field and flashing repairs must be done according to manufacturer's recommendations and acceptance, including the removal of all wet insulation and defective materials as identified through a moisture detection survey such as an infrared scan and replacement with like-materials.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under project conditions.
- C. Confirm local water run-off ordinances and restrictions prior to cleaning roof. Clean the entire roof surface by removing all dirt, algae, paint, oil, talc, rust or foreign substance. Use a 10 percent solution of TSP (tri-sodium phosphate), Simple Green and warm water. Scrub heavily soiled areas with a brush. Power wash roof thoroughly with an industrial surface

cleaner equipped with one piece balanced spray rotating jets for streak free close contact cleaning. Rinse with fresh water to completely remove all TSP solution. Allow roof to dry thoroughly before continuing.

- D. Repair all defects, replace saturated insulation board, replace loose or brittle membrane or membrane flashings. Verify that existing conditions meet the following requirements:
 - 1. Existing membrane is either fully adhered or that the membranes mechanical fasteners are secured and functional.
 - 2. Application of roofing materials over a brittle roof membrane is not recommended.
- E. All single-ply seams must be checked and any loose seams must be resealed, or if necessary, replaced with new single-ply material (ensure coating adhesion to any new single-ply material is sufficient) .
- F. Significantly wrinkled single ply membrane areas must be cut out and replaced to ensure a smooth substrate.
- G. Repair any single ply membrane that has shrunk and is tenting at walls.
- H. Examine walkway pads and make necessary repair with new single ply membrane.

3.3 INSTALLATION

- A. General Installation Requirements:
 - 1. Install in accordance with manufacturer's instructions. Apply to minimum coating thickness required by the manufacturer.
 - 2. Adequate coating thickness is essential to performance. If the applicator is unfamiliar in gauging application rates, we suggest that a controllable area be measured and the specified material be applied. In all cases, all minimum specified material must be applied and proper minimum dry film thicknesses must be achieved. Care must be taken to ensure that all areas completed including all flashings, roof penetrations, etc. are coated sufficiently to ensure a watertight seal.
 - 3. Cooperate with manufacturer, inspection and test agencies engaged or required to perform services in connection with installing the roof system.
 - 4. Protect work from spillage of roofing materials and prevent materials from entering or clogging drains and conductors. Replace or restore work damaged by installation of the roofing system.
 - 5. All subsequent layers of coating must be installed within 48 hours of underlying coating. If over 48 hours, solvent wipe coating surface with acetone, let dry and apply coating immediately.
- B. Single Ply Roof Restoration Renovation: work includes:
 - 1. Surface preparation: Remove membrane chalking, dust, dirt, and debris.
 - 2. Fascia Edges: Inspect and make repairs to membrane.
 - 3. Parapets and Vertical Surfaces: Inspect and make repairs to any splits or membrane deterioration.
 - 4. Metal Flashings: Repair/Replace metal flashings, pitch pockets, etc.
 - 5. Roof Repairs: Repair blisters, stressed or cracked membrane, wrinkles and tenting.
 - 6. Application of Base Coat
 - a. Apply a base coating of material in a uniform manner at minimum application rate of 2 gal. /100 sq. ft. 32 Mils over all seams and flashings. Allow to cure thoroughly, but no more than 72 hours.
 - 7. Application of Top Coat
 - a. Apply a top coating of White-Knight Plus in a perpendicular direction over the base coat at 2.0 gal./100 sq. ft.

3.4 CLEANING

- A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.
- B. Repair or replace defaced or disfigured finishes caused by Work of this section.

3.5 PROTECTION

- A. Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes and the like to protect personnel, roofs and structures, vehicles and utilities.
- B. Protect exposed surfaces of finished walls with tarps to prevent damage.
- C. Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch thick.
- D. In addition to the plywood listed above, an underlayment of minimum 1/2 inch recover board is required on new roofing.
- E. Special permission shall be obtained from the Manufacturer before any traffic shall be permitted over new roofing.

3.6 FIELD QUALITY CONTROL

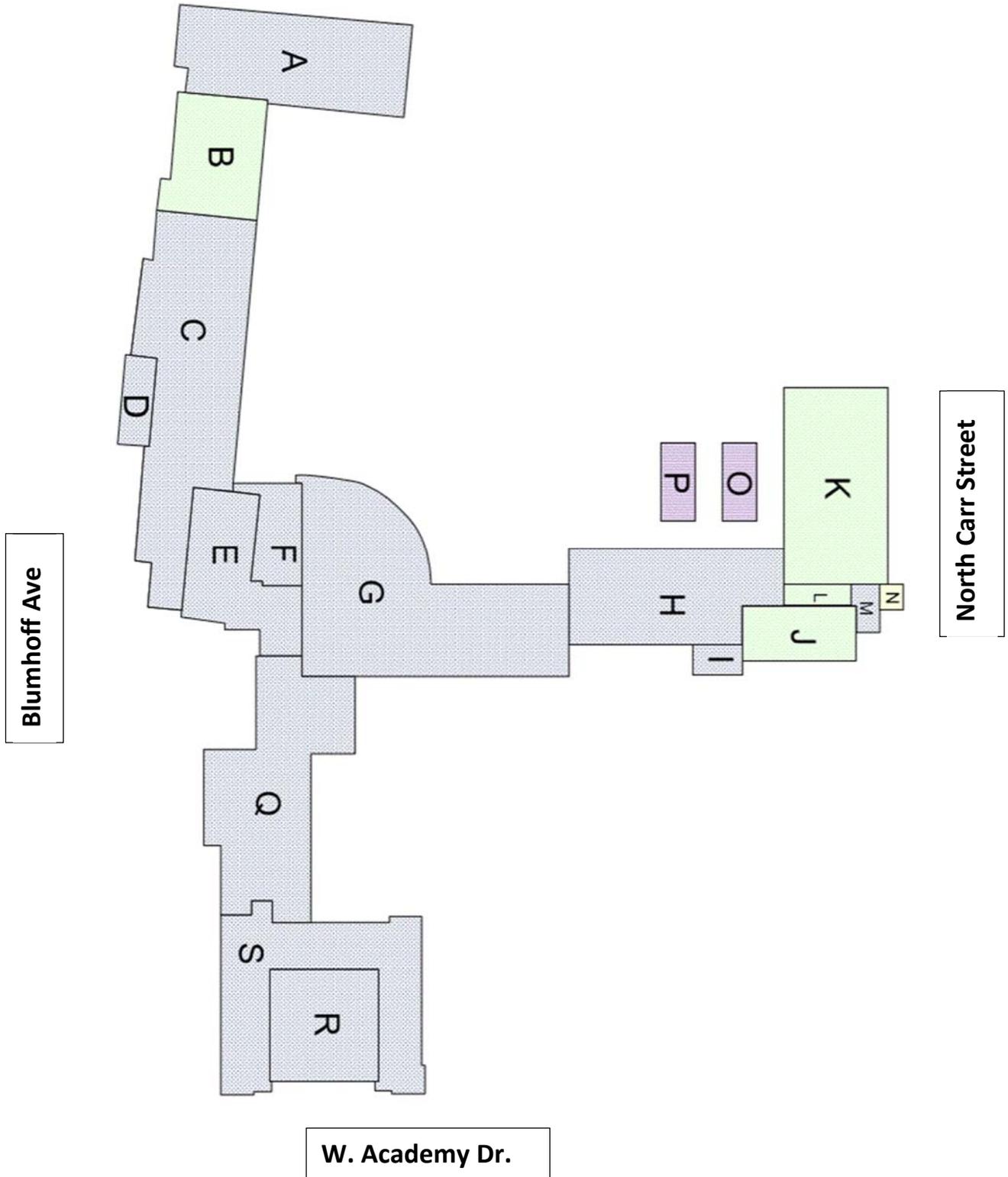
- A. Require attendance of roofing materials manufacturers' representatives at site during installation of the roofing system on a three times per week schedule. Representative shall document the section being worked, photograph and take Mil readings on coatings and submit to the District on a weekly basis.
- B. Correct defects or irregularities discovered during field inspection.

3.7 FINAL INSPECTION

- A. At completion of roofing installation and associated work, meet with Contractor, roofing system manufacturer's representative and others directly concerned with performance of roofing system.
- B. Walk roof surface areas, inspect perimeter building edges as well as flashing of roof penetrations, walls, curbs and other equipment. Identify all items requiring correction or completion and furnish copy of list to each party in attendance.
- C. Repair or replace deteriorated or defective work found at time above inspection as required to produce an installation that is free of damage and deterioration at time of Substantial Completion and according to warranty requirements.
- D. Following the final inspection, Contractor shall provide written notice of acceptance of the installation from the roofing system manufacturer along with warranty documents.

END OF SECTION

Heritage Primary and Intermediate School
RFB-F-MAR0620-133
Schematic Roof Plan



Heritage Primary and Intermediate School
RFB-F-MAR0620-133
Existing Roof Conditions



Roof H looking west



Roof H South East Corner



Roof G Looking East

Heritage Primary and Intermediate School
RFB-F-MAR0620-133
Existing Roof Conditions



Roof A East



Roof A West



Roof Q looking South

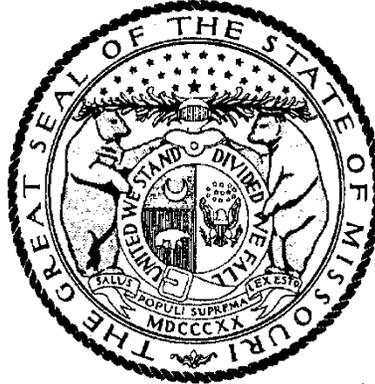


Roof Q near G looking South

Missouri

Division of Labor Standards

WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

Annual Wage Order No. 26

Section 092
ST. CHARLES COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Taylor Burks, Director
Division of Labor Standards

Filed With Secretary of State: March 8, 2019

Last Date Objections May Be Filed: April 8, 2019

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	** Date of Increase	Basic Hourly Rates
Asbestos Worker		\$58.41
Boilermaker		\$26.34*
Bricklayer		\$57.67
Carpenter		\$55.56
Lather		
Linoleum Layer		
Millwright		
Pile Driver		
Cement Mason		\$51.36
Plasterer		
Communications Technician		\$55.57
Electrician (Inside Wireman)		\$64.59
Electrician Outside Lineman		\$63.98
Lineman Operator		
Lineman - Tree Trimmer		
Groundman		
Groundman - Tree Trimmer		
Elevator Constructor		\$26.34*
Glazier		\$60.07
Ironworker		\$60.81
Laborer		\$46.68
General Laborer		
First Semi-Skilled		
Second Semi-Skilled		
Mason		\$50.01
Marble Mason		
Marble Finisher		
Terrazzo Worker		
Terrazzo Finisher		
Tile Setter		
Tile Finisher		
Operating Engineer		\$60.71
Group I		
Group II		
Group III		
Group III-A		
Group IV		
Group V		
Painter		\$47.83
Plumber		\$67.90
Pipe Fitter		
Roofer		\$50.81
Sheet Metal Worker		\$66.11
Sprinkler Fitter		\$67.39
Truck Driver		\$26.34*
Truck Control Service Driver		
Group I		
Group II		
Group III		
Group IV		

*The Division of Labor Standards received less than 1,000 reportable hours as required by RSMo 290.257.4(b). Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center, in accordance with RSMo 290.257.2.

Heavy Construction Rates for
ST. CHARLES County

Section 092

OCCUPATIONAL TITLE	** Date of Increase	Basic Hourly Rates
Carpenter		\$56.31
Millwright		
Pile Driver		
Electrician (Outside Lineman)		\$63.98
Lineman Operator		
Lineman - Tree Trimmer		
Groundman		
Groundman - Tree Trimmer		
Laborer		\$47.45
General Laborer		
Skilled Laborer		
Operating Engineer		\$60.91
Group I		
Group II		
Group III		
Group IV		
Truck Driver		
Truck Control Service Driver		\$39.47
Group I		
Group II		
Group III		
Group IV		

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

*The Division of Labor Standards received less than 1,000 reportable hours as required by RSMo 290.257.4(b). Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center, in accordance with RSMo 290.257.2.

OVERTIME and HOLIDAYS

OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, "**overtime work**" shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

HOLIDAYS

January first;
The last Monday in May;
July fourth;
The first Monday in September;
November eleventh;
The fourth Thursday in November; and
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.