



NOTICE OF SPECIAL MEETING  
PRESIDENT AND BOARD OF TRUSTEES  
VILLAGE OF RANTOUL, ILLINOIS

To: Members of the Public  
News Media  
Rantoul Village Board of Trustees

**YOU AND EACH OF YOU ARE HEREBY NOTIFIED** that there will be a Special Meeting of the President and Board of Trustees of the Village of Rantoul, Illinois, in the Louis B. Schelling Memorial Board Room of the Village of Rantoul Municipal Building, 333 S. Tanner Street, Rantoul, IL, on **Tuesday, October 4, 2016, at 5:45 PM.**

The Order of Business for the Special Meeting shall be as follows:

- 1) Call to Order & Roll Call
- 2) Public Participation
- 3) Motion to authorize and award contract for roof repairs at the Rantoul Business Center to Union Roofing Co. - \$362,247.00
- 4) Adjournment

CHARLES SMITH, VILLAGE PRESIDENT

September 30, 2016

DATE

**\*\*\*CERTIFICATION OF POSTING IN ACCORDANCE WITH THE OPEN MEETINGS ACT\*\*\***

I, MIKE GRAHAM, as duly qualified and Clerk of the Village of Rantoul, Champaign County, Illinois, do hereby certify that true and correct copies of the foregoing Notice of Special Meeting and Agenda have been posted in a clearly visible location in the public lobby of the Rantoul Municipal Building, 333 S. Tanner Street, Rantoul, Illinois, same being the principal office of the Village of Rantoul, Illinois, on the date and at the time specified below.

I do further certify that copies of the foregoing Notice of Special Meeting and Agenda have been emailed to each of the Trustees of the Rantoul Village Board and to the local News Media which have filed annual requests for such notices, on the date and at the time specified below.

**POSTED:** September 30, 2016 at 9:00 A.M.

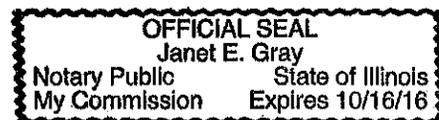
**EMAILED:** September 30, 2016 at 9:00 A.M.

MIKE GRAHAM, VILLAGE CLERK

**SUBSCRIBED AND SWORN** to before me this

30 day of September, 2016

NOTARY PUBLIC



**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

<b>AGENDA ITEM</b>	<b>PAGE</b> ___ <b>OF</b> ___
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<b>ITEM: Rantoul Business Center (RBC) Roof Repair</b>	<b>DEPARTMENT: Public Works</b>
<b>AGENDA SECTION:</b>	<b>AMOUNT:</b> \$347,247.00 - Base Bid <u>\$ 15,000.00 - Contingency</u> \$362,247.00 - Total
<b>ATTACHMENTS:</b> ( ) ORDINANCE ( ) RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	<b>DATE: September 21, 2016</b>

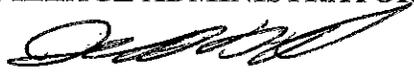
**SUMMARY HIGHLIGHTS:**

This Agenda item provides for the replacement of three (3) separate sections of the roof at the Rantoul Business Center (RBC). This project was prepared by Gorski Reifsteck Architects and was advertised in early September. Bids were received at 2:00pm on September 19, 2016. Four (4) bids were submitted and a copy of the bid tabulation is provided for your review. The roof areas were broken into two (2) bidding components, with the northwest area being considered the Base Bid and the alternative bids seeking pricing for the various individual roof sections A, B, and D.

Union Roofing Co., Inc. provided the lowest responsive Base Bid in the amount of \$347,247.00. The Alternate Bid options numbered 1, 2 & 3 were requested to identify individual roof repair costs and provide potential combinations of repairs. It is recommended that all three (3) sections of the Base Bid be awarded and thus not accepting any of the Alternate Bid options (#1, #2 & #3). A contingency fund of \$15,000.00 is requested to address any additional issues that may arise.

With Lincoln's Challenge joining the existing tenants, the RBC has a substantial level of occupancy. In order to support these tenants and ensure the long term integrity of the building, a significant replacement of the identified remaining roofs is recommended. Project funds will be through the Chanute Economic Development Conveyance (EDC) and TIF funds.

**RECOMMENDED ACTION:** Authorize the award of a contract with Union Roofing Co., Inc. in the amount of \$347,247.00 and authorize a contingency fund in the amount of \$15,000.00 for the repair of the three (3) sections of the Rantoul Business Center (RBC) roof.

<b>DEPARTMENT HEAD APPROVAL:</b> G. Gregory Hazel, P.E. 	<b>VILLAGE ADMINISTRATOR:</b> 
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**AGENDA PAGE NUMBER:**

**SECTION 00 1113  
ADVERTISEMENT FOR BIDS**

**FROM:**

**1.01 THE VILLAGE OF RANTOUL (HEREINAFTER REFERRED TO AS VILLAGE OF RANTOUL ):**

- A. 333 S. Tanner Street
- B. Rantoul, Illinois 61866

**1.02 AND THE ARCHITECT (HEREINAFTER REFERRED TO AS ARCHITECT ):**

- A. Gorski Reifsteck Architects
  - B. 909 Arrow Road
  - C. Champaign, IL 61821
- Ph: 217-351-4100

**1.03 DATE: SEPTEMBER 1, 2016**

**1.04 TO: POTENTIAL BIDDERS**

- A. Your firm is invited to submit an offer under seal to Village of Rantoul for partial roof removal and replacement of the Rantoul Business Center located at 601 S Century Boulevard, Rantoul, Illinois 61866 before 2:00 pm local daylight time on the Nineteenth day of September, 2016.
- B. Bids received after the stated time will not be accepted, and will be returned unopened
- C. Bids will be received, opened and read aloud at Rantoul Municipal Building, 333 South Tanner, Rantoul, IL, following the close of bidding.
- D. Project Description: Tear off of existing roofing systems, insulation and accessories. Installation of EPDM membrane over new insulation and cover board.
- E. Bid Documents for a stipulated sum contract may be obtained at the Architect's online share file site at the following web address: <https://gr-arch.sharefile.com/i/ic2c1882b20847b68> . Bid Documents for a stipulated sum contract may also be obtained from the office of the Architect at a cost of \$75.00 per set. Hard copies of bidding documents that must be mailed to bidders shall require payment of a \$10.00 mailing fee (per set of bidding documents), payable to the Architect via a separate check.
- F. Refer to other bidding requirements described in Document 00 2113 - Instructions to Bidders and Document 00 3100 - Available Project Information.
- G. There will be a Prebid Meeting at Rantoul Business Center on September 12, 2016 at 10:00 am. Interested contractors should attend this Prebid Meeting.
- H. Submit your offer on the Bid Form provided. Bidders may supplement this form as appropriate.
- I. Your offer will be required to be submitted under a condition of irrevocability for a period of 30 days after submission.
- J. **PREVAILING WAGES:** Contractors will be required to comply with all laws, including those relating to prevailing rate of wages of the various classes of work to be performed under the proposed contract as determined by the Illinois Department of Labor, in accordance with Federal Labor Standards provisions, US Dept. of Labor.
- K. Bid Stipulations:
  - 1. Bid Security is required in the amount of five percent (5%) of Proposal.
  - 2. The successful Bidder will be required to furnish a satisfactory Performance Bond and Labor and Material Payment Bond for the full amount of the bid accepted.
  - 3. The Owner reserves the right to reject any or all proposals, to waive informalities in bidding, and to award the Contract for any part of the Work or Project as a whole.

**1.05 BY ORDER OF THE BOARD OF TRUSTEES**

**END OF SECTION**





**GORSKI REIFSTECK**

ARCHITECTURE • CONSTRUCTION MANAGEMENT • INTERIORS

September 21, 2016

Eric Vences, Airport Manager  
6 Aviation Center Drive  
Rantoul, IL 61686

Re: Bid Results  
Rantoul Business Center Roof Replacement

Dear Mr. Vences:

Bids were received September 19<sup>th</sup>, 2016 for the Rantoul Business Center Roof Replacement Project (see attached bid tabulation). We received four bids from contractors. The two low bids were within 3% of each other, which is a good sign that the contractor will be comfortable with his numbers. If there is a large gap between the lowest bidders, this often would indicate that the low bidder left an item out or had a miscalculation.

Union Roofing is the apparent low bidder for the base bid. However, we have an unusual occurrence in that Top Quality Roofing is the apparent low bidder for Alternate #2. Union Roofing is the apparent low bidder on Alternates #1 and #3. Top Quality Roofing called our office to bring this to our attention.

The spec book states:

"It is the intent of the Owner to award a contract to the lowest responsible bidder provided the bid has been submitted in accordance with all requirements of the bidding documents, unless all bids are rejected. The owner reserves the right, however, to award the Contract in his best interest, and therefore, reserves the right to select a Bidder other than the lowest."

"Alternates quoted on Bid Forms will be reviewed and accepted or rejected at Village of Rantoul's option. Accepted Alternates will be identified in the Owner-Contractor Agreement."

"Contract Type: A single prime contract based on a Stipulated Price."

We need information on which alternates the Village board is interested in pursuing. We have several scenarios with regards to choosing the scope of work and contractor(s):

- 1) Scope of work to include all three roof areas (base bid).
  - a. Union Roofing ..... \$347,247.00
  - b. Union Roofing (roofs A & D)..... \$188,222.00
    - Top Quality Roofing (roof B)..... \$155,300.00
  - Total sum..... \$343,522.00

You would need to consult your lawyer to ensure that you are secure in how to proceed. I believe that the last sentence quoted above about awarding the contract in your best interest would allow you to hire one contractor for all of the work to ensure that you have one set of legal documents and a single source for the manufacturers of the products.

- 2) Accept Alternate bid 1 only (work on upper roof only, roof A)
  - Union Roofing..... \$170,722.00

- 3) Accept Alternate bid 2 only (work on large area of lower roof only, roof B)
  - Top Quality Roofing..... \$155,300.00

- 4) Accept Alternate bid 3 only (work on dogleg only, roof D)
  - Union Roofing..... \$17,500.00

- 5) Accept Alternates 1 and 2 (work on upper roof and larger lower roof only, roofs A & B)
  - a. Union Roofing ..... \$334,247.00
  - b. Union Roofing (roof A) ..... \$170,722.00
    - Top Quality (roof B) ..... \$155,300.00
  - Total sum ..... \$326,022.00

The same notes apply to this scenario as scenario 1.

- 6) Accept Alternate bids 1 and 3 (work on upper roof and dogleg only, roofs A & D)
  - Union Roofing ..... \$188,222.00

- 7) Accept Alternate bids 2 and 3 (work on lower roof and dogleg only, roofs B & D)
  - a. Top Quality Roofing ..... \$175,100.00
  - b. Top Quality Roofing (roof B)..... \$155,300.00
    - Union Roofing (roof D) ..... \$17,500.00
  - Total sum ..... \$172,800.00

The same notes apply to this scenario as scenario 1.

Our recommendation would be to stay with one contractor for all of the work to minimize confusion with overlapping areas, and also to be able to call on one contractor if there is an issue. That being said, the apparent low would change based on which alternates are accepted. We have only performed the vetting process on Union Roofing since they were the low bid on the base bid project (including all three roof areas). Please let us know if you may be accepting Top Quality Roofing as the contractor so we can perform the same vetting process with them that we have with Union Roofing.

Gorski Reifsteck Architects knows Union Roofing by name, but we haven't done any recent (over the past 15 years) work with them. We spoke with Doug Hoselton of Union Roofing over the phone, he was the person who submitted their bid. We briefly discussed the scope of work and

they stated that they are confident that they have the scope covered in their bid. Union Roofing did not attend the pre-bid meeting, however he described the project as 'straight forward'.

Mr. Hoselton mentioned that their company has been around since 1931 and includes 40-50 employees. We asked him for references and he provided the following:

*McLean County Unit District No. 5*

*Owner Contact: Joe Adelman (309) 557-4101*

*Architect: Middleton Associates Architects*

*Contact: Randall Middleton (309) 452-1271*

*Recent Project: Oakdale Elementary School Reroof \$490,000*

*Bloomington Public Schools District 87*

*Owner Contact: Colin Manahan (309) 827-5717*

*Architect: Francois Associates, LLC*

*Contact: Richard Nice (309) 828-4055*

*Recent Project: BHS Reroof Phase II \$1,277,000*

*Barber & DeAtley, Inc.*

*Robert DeAtley (217) 367-5350*

*Recent Project: Pontiac Burger King*

GRA was able to contact a few of the contacts listed above, here are summaries of the phone conversations:

Joe Adelman (owner): He has been with the district for 9 years and they have been doing work with Union Roofing since before his time. Union Roofing (UR) has done many roofing, re-roofing, and patching jobs for them. He likes working with UR because you are most often dealing with the owners of the company who can make quick decisions, he also say they are good communicators. He says they are a 'great partner' and that the district uses UR to fix work performed by other roofing contractors. UR has done EPDM roofs for them.

Randall Middleton (architect): Says that UR is "really good, one of the best."

Richard Nice (architect): He has been doing work with them for years and that they are a good roofing company. On the BHS project they were slightly behind on schedule, but it was a very large project and they had a particularly raining summer. UR has done EPDM roofs for them, although TPO roofs have become more desirable to the district.

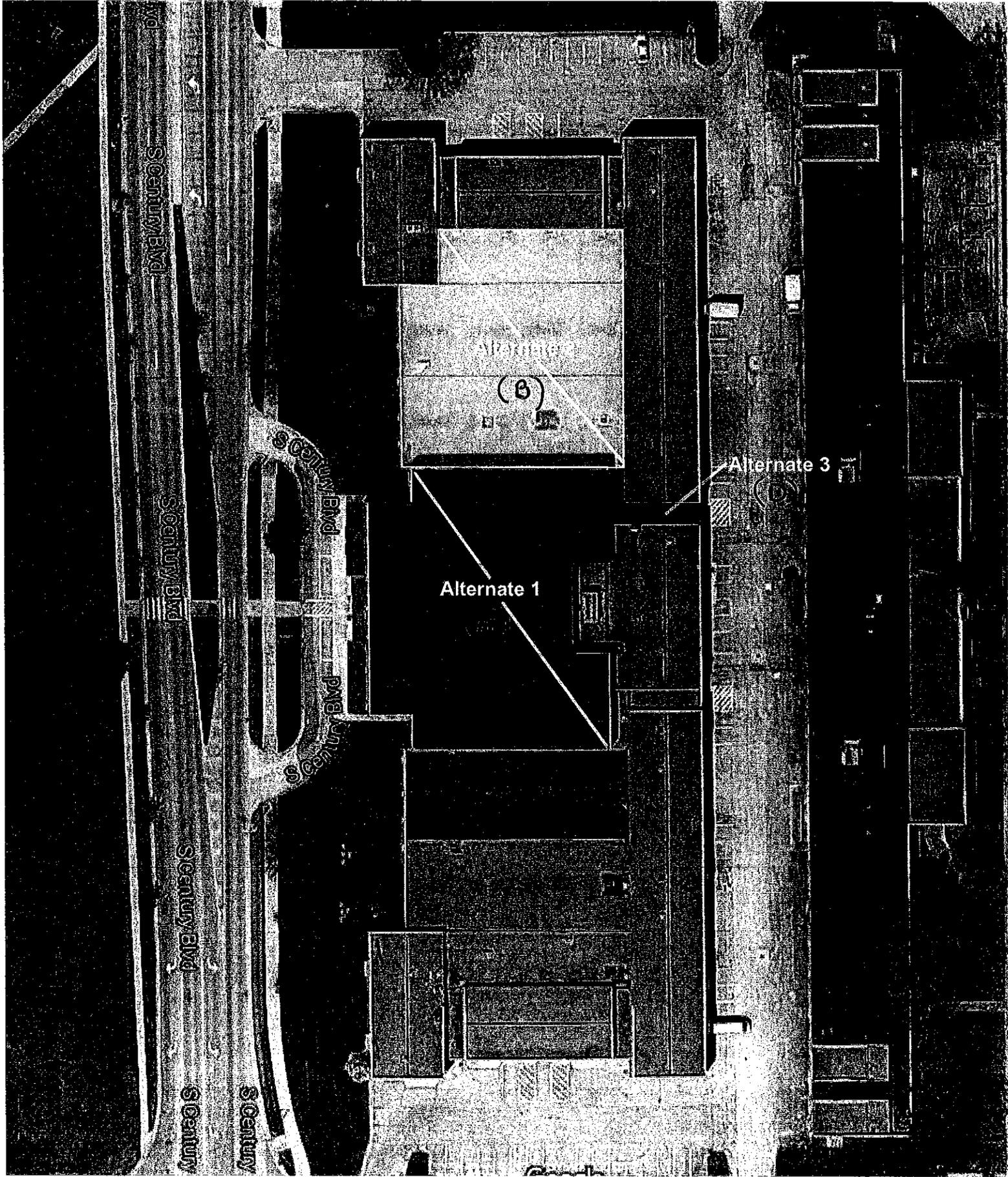
Robert DeAtley (contractor): He has done three project with UR and his brother has done a few too. He says that UR has done a very good job and have been timely and don't needlessly argued costs. Robert highly recommends UR, he uses them exclusively to help him with pricing. He says that "if UR is your low bidder, it's a good thing, especially compared to the local C-U roofers."

We discussed the schedule with Mr. Hoselton. The Instruction to Bidders requires contractors to "Perform the Work in 55 calendar days from Notice to Proceed." Mr. Hoselton estimated preliminarily, that he thinks 45 days is a likely goal. Upon signing a contract, he would provide a more definitive schedule.

While the above references were provided by Union Roofing, they provided very favorable recommendations.

Respectfully submitted,

Brant Muncaster  
Gorski Reifsteck Architects  
Attachments: Bid Tab



Century Blvd

Alternate 2

(B)

Alternate 1

Alternate 3