



Office (734) 544-4225
Fire Chief (734) 544-4110
Fire Marshal (734) 544-4107
Fax (734) 544-4195

FIRE DEPARTMENT
222 SOUTH FORD BOULEVARD
YPSILANTI, MICHIGAN 48198-6067

Fire Station #3 roof removal and replacement CHECKLIST & SPECIFICATIONS

The Charter Township of Ypsilanti requirements for this project are as follows:

ADHERENCE TO CONTRACT PROVISION CHECKLIST:

- **Prevailing Wage Provision** (If Applicable).
- **Bonds:** (If project/bid is over \$25,000.00)
- **Performance Bond:** (If required usually equal to amount of the bid)
- **Maintenance & Guarantee Bond:** (If required)
- **Bid Bond or Surety Bond:** (If required usually 5% of bid)
- **Insurance Certificates:** Workers Compensation - \$500,000 limit each accident. General Liability – (combined single limit of \$1,000,000.00 each occurrence for bodily injury & property damage) must include 60 day written notice for change of coverage cancellation or non-renewable coverage
- **Protective Policy:** (combined single limit of \$1,000,000.00 each occurrence for bodily injury & property damage) Must Name **“The Charter Township of Ypsilanti and it’s past, present, and future elected Officials, Appointed Commissions and Boards, Agents and Employees shall be named as “Additional named Insured” (unless otherwise approved by the Township Attorney) on the General Liability Policy with respect to the services provided under this Contract”.**
- **Automobile Liability:** covers owned, hired and non-owned vehicles with personal protection insurance and property protection. Includes residual liability insurance with a combined single limit of \$1,000,000.00 each accident for bodily injury and property damage.
- **Builder’s Risk:** (Required if over \$25,000.00)
- **Umbrella Policy/Excess Coverage:** (Optional)
- **Correct Coverage Amounts – Township Named as “Additional Named Insured”**

- 1) Pre-bid meeting TBD. (Optional)
- 2) 2 copies of bid

The Charter Township of Ypsilanti general requirements for this project are as follows:

- PERMITS: The Contractor shall furnish and pay for all permits and inspections required for his work.
- CODES: All work performed shall comply with all applicable codes and ordinances including all Building Codes, Mechanical Codes, Plumbing Codes, Electrical Codes and Fire Codes. If required by the local codes the building systems affected by this work shall be compliant to current code unless grandfathered under the code.
- DIMENSIONS/SIZING: All contractors are responsible for determining the appropriate dimensions and/or sizing of all material components. It is required that the contractor have a licensed professional engineer verify the roof dimensions and special features.
- CONTRACTOR to provide a detailed listing of materials and verify specifications of the roofing shingles (20yr).

PRICING SHALL INCLUDE:

- Performance and Payment Bond costs
- Prevailing Wage Labor Standards
- Costs of all Permits and required inspections
- Costs of all Engineering and Architectural drawings and seals if required
- All applicable taxes. Include all special taxes subject to assessed locally on contract work such as a “Business Tax” or “Contractor tax” for the privilege of doing business in the City, County or other Government jurisdiction.

PROPOSAL DELIVERY:

- Two copies of the bid must be received in a sealed envelope in the Township Clerk's office by Thursday, July 12, 2018 at 1:30pm. Please label the envelope ***Hewitt Rd. Fire Station Roof***:

Charter Township of Ypsilanti Clerk's Office
Attention: Lisa Stanfield
7200 South Huron River Drive
Ypsilanti, MI 48197

- Please direct any questions to Fire Chief Eric Copeland (734) 368-6769, email at ecopeland@ytown.org or Captain Keith Harr (734) 368-5342 or email at kharr@ytown.org

Bids are due by Thursday, July 12, 2018 at 1:30pm.

The Michigan Building Code requirements and specifications for this project are as follows:

- 1) Tear off existing shingles.
- 2) Any damaged sheeting or 1x6 fascia found after tear off would be an additional charge.
- 3) Protect gutters, downspouts, siding and shrubbery.
- 4) Properly dispose of all waste.
- 5) All workmanship to be performed according to the Michigan Building Code 2015 requirements.
- 6) Furnish and install proper ventilation per the Michigan Building Code 2015 requirements.
- 7) Furnish and install a synthetic underlayment on all roof surfaces with the exception of locations that receive ice and water shield.
- 8) Furnish and install ice and water shield minimum 4 feet above soffit and/or unheated surfaces.
- 9) Furnish and install new drip edge and sidewall flashing.
- 10) Furnish and install new boots around all plumbing stacks.
- 11) Furnish and install a roof system using an architectural (20 yr. minimum) shingle.
- 12) Clean around building and leave area as found or better.

The Charter Township of Ypsilanti requirements for this project are as follows:

- 1) Liability insurance acknowledgement including the Township in amount of \$1,000,000.
- 2) Performance bond for contract amount.
- 3) Bid bond of 5%
- 4) Pre-bid meeting TBD.
- 5) 2 to 3 copies of bid submitted by 12:00 PM on Due Date.
- 6) Unit plywood/underlayment replacement escrow tabulated in 500 square footage increments.
- 7) Prevailing wage requirements apply to this project.

For any questions about the specifications, please contact Fire Chief Eric Copeland (734) 368-6769, email at ecopeland@ytown.org or Captain Keith Harr (734) 546-7313 or email at kharr@ytown.org