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NOTICE TO BIDDERS
Kaubisch Memorial Public Library – 2020 Roof Replacement Project

Sealed bids for **2020 Roof Replacement Project** will be received by the Kaubisch Memorial Public Library, Ohio, at 205 Perry Street, Fostoria, Ohio, until 10:30 a.m. (local time) on **Monday, October 19, 2020**, at which time and place they will be publicly opened and read aloud.

**Base Bid:**
Removal and Replacement of Roof Area ‘A’ (4,468 square feet +/-); Roof Recover of Roof Area ‘B’ (2,202 square feet +/-) and ‘C’ (1,907 square feet +/-). Roof Access Hatch and Roof Access Ladder Repair.

**Alternate No. 1:**
Roof Access Hatch Replacement in lieu of Base Bid Repairing of Existing Roof Access Hatch.

**Alternate No. 2:**
Roof Access Ladder Replacement in lieu of Base Bid Repairing of Existing Roof Access Ladder.

**Alternate No 3:**
Roof Recover of Roof Area ‘D’ (210 square feet +/-).

The Architect’s opinion of probable construction cost for Base Bid is: $92,000.00

Electronic copies of the specifications and contract documents may be obtained on the Kaubisch Memorial Public Library’s website: [www.fostoria.lib.oh.us](http://www.fostoria.lib.oh.us). Questions shall be directed to the Library’s Director, Scott Scherf by phone at (419) 435-2813 or Peterman Associates by phone at (419) 422-6672, fax at (419) 422-9466, or by email at petermansw@aol.com.

Should a Bidder find any discrepancies in or omissions from any of the documents, or be in doubt as to their meaning, he shall advise the Architect in writing, who will issue necessary addenda or revised drawings as may be appropriate. However, no request for clarification/information will be accepted after three (3) business days before the date on which bids are due.

Successful Bidder must be an Equal Employment Opportunity Employer, which prohibits discrimination based on race, creed, color, national origin, sex, age, handicap, political affiliation, or beliefs. The Kaubisch Memorial Public Library is an Equal Employment
Opportunity Employer.

Proposals must be submitted on the form furnished by the library and must contain the name of every person, firm or corporation interested therein. Bids shall be sealed and marked as “2020 Roof Replacement Project” and mailed or delivered to the Kaubisch Memorial Public Library.

Bidders are required to file with their bid a bid security in the amount 10 percent of the bid or a certified check, a cashier's check or a letter of credit pursuant to Chapter 1305 of the Ohio Revised Code in the amount of 10% of the bid.

The proposal bond or certified check submitted with the bid will be held as a guarantee that if the proposal is accepted, a contract will be entered into. Proposal bonds and certified checks will be returned to all Bidders after the contract has been entered into and secured by a performance bond of 100% of the contract with a satisfactory surety for the faithful performance of the work.

The successful Bidder will be required to execute an affidavit relative to delinquent personal property taxes pursuant to the provisions of Section 5719.042 of the Ohio Revised Code prior to entering into a contract with the library.

No Bidder may withdraw his bid within 60 days after the actual date of the bid opening.

The Kaubisch Memorial Public Library has a tax-exempt status under Section 501(c)(3). For forms pertinent to the project contact the Library’s Director.

Prevailing Wages are required due to the project being publicly funded.

The Kaubisch Memorial Public Library intends to accept the lowest responsible bid for the project but reserves the right to reject any and all, or parts of any or all bids and to waive any minor informalities in any bid, or to make the award in the best interest of the City.

Kaubisch Memorial Public Library, Fostoria, Ohio

____________________________________

Advertise:

Monday, October 5, 2020
Monday, October 12, 2020
1.1 PROJECT MANUAL VOLUME

A. Kaubisch Memorial Public Library Roof Replacement Project

B. Kaubisch Memorial Public Library Board of Trustees
   1. Angela Briggs, President
   2. Paul Allison, Vice President
   3. Mary Fry, Secretary
   4. Jackie Bodart
   5. Jenna Irwin
   6. Keith Loreno
   7. Renee Smith

C. 205 Perry Street, Fostoria, Ohio 44830

D. Architect Project No. 20-0460

E. Peterman Associates, Inc.

F. 3480 North Main Street

G. Findlay, Ohio 45840

H. Phone: 419.422.6672

I. Fax: 419.422.9466

J. Website: www.petermanaes.com

K. Issued: September, 2020

L. Copyright 2020 Peterman Associates, Inc. All rights reserved.

END OF DOCUMENT 000101
1.1 DESIGN PROFESSIONALS OF RECORD

A. Architect:

1. Ross Daniel Grimes, AIA
2. State of Ohio No. 10780
3. Responsible for Divisions 01-14 Sections except where indicated as prepared by other design professionals of record.

END OF DOCUMENT 000107
DOCUMENT 001113 - ADVERTISEMENT FOR BIDS

1.1 PROJECT INFORMATION

A. Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.

B. Project Identification: Kaubisch Memorial Public Library – 2020 Roof Replacement Project
   1. Project Location: 205 Perry Street, Fostoria, Ohio 44830

C. Owner: Kaubish Memorial Public Library Board of Trustees
   1. Owner's Representative: Scott Scherf, Director


E. Project Description: Project consists of Roof Replacement of Existing Facility.
   1. Project cost range is anticipated to be under $92,000.00.

F. Construction Contract: Bids will be received for the following Work:
   1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

A. Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
   2. Bid Time: 10:30 am local time.
   3. Location: Kaubisch Memorial Public Library, 205 Perry Street, Fostoria, Ohio 44830

B. Bids will be thereafter publicly opened and read aloud.

1.3 BID SECURITY

A. Bid security shall be submitted with each bid in the amount of 10 percent of the bid amount. No bids may be withdrawn for a period of 30 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 DOCUMENTS

A. Online Procurement and Contracting Documents: Obtain access after Monday, October 5, 2020, through Kaubisch Memorial Public Library’s website: www.fostoria.lib.oh.us.
B. Printed Procurement and Contracting Documents: Obtain after Monday, October 5, 2020 by contacting Scott Scherf, Director. Documents will be provided to prime bidders only; only complete sets of documents will be issued.
1. Shipping: Additional shipping charges of will apply.

1.5 TIME OF COMPLETION
A. Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall fully complete the Work within 30 calendar days.

1.6 BIDDER'S QUALIFICATIONS
A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

1.7 NOTIFICATION
A. This Advertisement for Bids document is issued by Kaubisch Memorial Public Library, Scott Scherf, Director.

END OF DOCUMENT 001113
1.1 INSTRUCTIONS TO BIDDERS

A. AIA Document A701, "Instructions to Bidders," is hereby incorporated into the Procurement and Contracting Requirements by reference.


END OF DOCUMENT 002113
**AIA® Document A701™ – 2018**

*Instructions to Bidders*

for the following Project:
*(Name, location, and detailed description)*

**THE OWNER:**
*(Name, legal status, address, and other information)*

**THE ARCHITECT:**
*(Name, legal status, address, and other information)*

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This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

**FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.**

It is intended that AIA Document G612™–2017, Owner’s Instructions to the Architect, Parts A and B will be completed prior to using this document.

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**TABLE OF ARTICLES**

1. **DEFINITIONS**
2. **BIDDER’S REPRESENTATIONS**
3. **BIDDING DOCUMENTS**
4. **BIDDING PROCEDURES**
5. **CONSIDERATION OF BIDS**
6. **POST-BID INFORMATION**
7. **PERFORMANCE BOND AND PAYMENT BOND**
8. **ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS**
ARTICLE 1 DEFINITIONS
§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement’s Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER’S REPRESENTATIONS
§ 2.1 By submitting a Bid, the Bidder represents that:
.1 the Bidder has read and understands the Bidding Documents;
.2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
.3 the Bid complies with the Bidding Documents;
.4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder’s observations with the requirements of the Proposed Contract Documents;
.5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
.6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

ARTICLE 3 BIDDING DOCUMENTS
§ 3.1 Distribution
§ 3.1.1 Bidders shall obtain complete Bidding Documents, as indicated below, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein. (Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall obtain Bidding Documents.)
§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder’s deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.2 Modification or Interpretation of Bidding Documents
§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.
(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3 Substitutions
§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

§ 3.3.2 Substitution Process
§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect’s decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.
§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

§ 3.4 Addenda
§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents. (
Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

ARTICLE 4 BIDDING PROCEDURES
§ 4.1 Preparation of Bids
§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter “No Change” or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder’s refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent’s authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security
§ 4.2.1 Each Bid shall be accompanied by the following bid security: (Insert the form and amount of bid security.)
§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning _______ days after the opening of Bids, withdraw its Bid and request the return of its bid security.

§ 4.3 Submission of Bids
§ 4.3.1 A Bidder shall submit its Bid as indicated below:
(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder’s name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation “SEALLED BID ENCLOSED” on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

§ 4.4 Modification or Withdrawal of Bid
§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted. If a Bid is withdrawn pursuant to this Section 4.4.3, the bid security will be attended to as follows:
(Describe the terms and conditions, such as Bid rank, for returning or retaining the bid security.)
ARTICLE 5 CONSIDERATION OF BIDS
§ 5.1 Opening of Bids
If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

§ 5.2 Rejection of Bids
Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

§ 5.3 Acceptance of Bid (Award)
§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner’s judgment, is in the Owner’s best interests.

§ 5.3.2 Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION
§ 6.1 Contractor’s Qualification Statement
Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor’s Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

§ 6.2 Owner’s Financial Capability
A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner’s obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

§ 6.3 Submittals
§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:
  1. a designation of the Work to be performed with the Bidder’s own forces;
  2. names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
  3. names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.3.2 The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

§ 6.3.3 Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder’s option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

§ 6.3.4 Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.
ARTICLE 7  PERFORMANCE BOND AND PAYMENT BOND
§ 7.1 Bond Requirements
§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.
(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)

§ 7.2 Time of Delivery and Form of Bonds
§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8  ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS
§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:
  .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.
      (Insert the complete AIA Document number, including year, and Document title.)

  .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.
      (Insert the complete AIA Document number, including year, and Document title.)

  .3 AIA Document A201™–2017, General Conditions of the Contract for Construction, unless otherwise stated below.
      (Insert the complete AIA Document number, including year, and Document title.)

  .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
      (Insert the date of the E203–2013.)
.5 Drawings
   Number          Title          Date

.6 Specifications
   Section          Title          Date          Pages

.7 Addenda:
   Number          Date          Pages

.8 Other Exhibits:
   (Check all boxes that apply and include appropriate information identifying the exhibit where required.)
   □ AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
   (Insert the date of the E204-2017.)

   □ The Sustainability Plan:
       Title          Date          Pages

   □ Supplementary and other Conditions of the Contract:
       Document          Title          Date          Pages

.9 Other documents listed below:
   (List here any additional documents that are intended to form part of the Proposed Contract
   Documents.)
**Prevailing Wage Rate**

**Skilled Crafts**

**Name of Union:** Laborer Local 574

**Change #:** LCN01-2020fbLoc574

**Craft:** Laborer Group 1  
**Effective Date:** 08/20/2020  
**Last Posted:** 08/20/2020

<table>
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<tr>
<th>Classification</th>
<th>BHR</th>
<th>Fringe Benefit Payments</th>
<th>Irrevocable Fund</th>
<th>Total PWR</th>
<th>Overtime Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
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</tr>
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<td>Percent</td>
<td></td>
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<td>1st Year</td>
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<td>$16.62</td>
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<td>5th Year</td>
<td>100.00</td>
<td>$27.70</td>
<td>$7.00</td>
<td>$3.80</td>
<td>$0.40</td>
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</table>

**Special Calculation Note:** No special calculations for this skilled craft wage rate are required at this time.

**Ratio:**  
1 Journeymen to 1 Apprentice  
3 Journeymen to 1 Apprentice

**Jurisdiction ( * denotes special jurisdictional note ):**  
HANCOCK, HARDIN, MARION, SENECA, WYANDOT

**Special Jurisdictional Note:**

Classification Description

**Group 1**  
Building & Construction Laborer, Signalman, Flagman, Tool Cribman, Carpenter Tender, Finisher Tender, Concrete Handler, Utility Construction Laborer, Guard Rail Erectors, Fence Installer, Caulkers, Water Trucks, and Hazardous Waste (Level A)  
Swimming Pools, Pool Decks, Parking Garage and Surrounding Sidewalks

**Group 2**  
Bottom Man, Grade Checker, Pumps (3 inch or under), off road trucks, Concrete Saws, Fork Lift, Skid Steer, Concrete Specialist, Vibrator and Tamp Person, Tunnel laborer, Pipe Layer, Air and Power Driven Tools, Burner on Demolition Work, Swinging Scaffold, Mucker, Caisson Worker, Cofferdam Worker, Powder Men and Dynamite Blaster, Creosote Worker, Form Setter, Laser Beam Set-up Man,
and Hazardous Waste (Level B)

Group 3
Mason Tender, Scaffold Builder, Mortar Mixer, Plasterer Tender, Hod Carrier, Stone Mason Tender, Gunnite Operator and Hazardous Waste (Level C)

Group 4
Hazardous Waste (Level D)

Hazardous Waste Removal and Lead Abatement:
Level A
Only in established "safe zones" may consist of, from normal work clothes to normal skin protection such as gloves, face shields goggles, coveralls and occasionally respiratory protection.

Level B
Protective equipment includes a protective suit and an air purifying respirator (APR) with the appropriate filter canisters. The ensemble is used when the contaminants are reliably known not to be hazardous to the skin and not IDLH (Immediately Dangerous to Life or Health) and correct filter protection is available.

Level C
Protective equipment includes a chemically resistant splash suit and a SCBA or Airline Fed Respirator. This ensemble is required when the situation is very hazardous, such as oxygen deficient atmospheres, IDLH atmospheres, or confined space entries.

Level D
Protective equipment is required when the area has been determined to contain extremely toxic contaminants or contaminants unknown but may be expected to be extremely toxic and/or immediately dangerous to life and health.

Details:
# Prevailing Wage Rate
## Skilled Crafts

**Name of Union:** Truck Driver Bldg & HevHwy Class 1  
Locals 20,40,92,92b,100,175,284,438,377,637,908,957

**Change #:** OCRO1-2019fbBldgHevHwy  
**Craft:** Truck Driver  
**Effective Date:** 09/11/2019  
**Last Posted:** 09/11/2019

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<th>Overtime Rate</th>
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<tr>
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<td>H&amp;W</td>
<td>Pension</td>
<td>App Tr.</td>
<td>Vac</td>
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<td>Truck Driver CLASS 1 4 wheel service, dump, and batch trucks, Oil Distributor</td>
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<td>- Asphalt Distributor- Tandems</td>
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**Apprentice Percent**

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<th>Vac</th>
<th>Annuity</th>
<th>Other</th>
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<th>MISC (*)</th>
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<td>7-12 months</td>
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<td>13-18 months</td>
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**Special Calculation Note:** No special calculations for this skilled craft wage rate are required at this time.

**Ratio:**  
3 Journeymen to 1 Apprentice

**Jurisdiction ( * denotes special jurisdictional note ) :**  
ADAMS, ALLEN, ASHLAND, ASHTABULA, ATHENS, AUGLAIZE, BELMONT, BROWN, BUTLER, CARROLL, CHAMPAIGN, CLARK, CLERMONT, CLINTON, COLUMBIANA, COSHOCTON, CRAWFORD, DARKE, DEFIANCE, DELAWARE, ERIE, FAIRFIELD, FAYETTE, FRANKLIN, FULTON, GALLIA, GREENE,
Special Jurisdictional Note :

Details :
** Asphalt - Oil spray bar man when operating from cab shall receive $0.20 cents per hour above their Basic Hourly Rate.
DOCUMENT 003119 - EXISTING CONDITION INFORMATION

1.1 EXISTING CONDITION INFORMATION

A. This Document with its referenced attachments is part of the Procurement and Contracting Requirements for Project. They provide Owner's information for Bidders' convenience and are intended to supplement rather than serve in lieu of the Bidders' own investigations. They are made available for Bidders' convenience and information, but are not a warranty of existing conditions. This Document and its attachments are not part of the Contract Documents.

B. Photographic report of existing conditions that includes photographic documentation on existing conditions, prepared by Peterman Associates, Inc., is available as appended to this Document.

C. Related Requirements:

1. Document 002113 "Instructions to Bidders" for the Bidder's responsibilities for examination of Project site and existing conditions.

END OF DOCUMENT 003119
SECTION 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

A. Bidder: ____________________________________________________.

B. Project Name: Kaubisch Memorial Public Library – 2020 Roof Replacement Project

C. Project Location: 205 Perry Street, Fostoria, Ohio 44830

D. Owner: Kaubisch Memorial Public Library Board of Trustees


F. Architect Project Number: PAI Project No. 20-0460

1.2 CERTIFICATIONS AND BASE BID

A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Peterman Associates, Inc., having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. __________________________________________________ Dollars ($______________).

2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004323 "Alternates Form."

1.3 BID GUARANTEE

A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. __________________________________________________ Dollars ($______________).

B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.
1.4 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work within 30 calendar days.

1.5 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated ____________________.
2. Addendum No. 2, dated ____________________.
3. Addendum No. 3, dated ____________________.
4. Addendum No. 4, dated ____________________.

1.6 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

1. Bid Form Supplement - Alternates.
2. Bid Form Supplement - Bid Bond Form (AIA Document A310-2010).

1.7 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Fostoria, Ohio, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.8 SUBMISSION OF BID

A. Respectfully submitted this ____ day of __________, 2020.

B. Submitted By:_______________________________________(Name of bidding firm or corporation).

C. Authorized Signature:_______________________________(Handwritten signature).

D. Signed By:________________________________________(Type or print name).

E. Title:____________________________________________(Owner/Partner/President/Vice President).

F. Witnessed By:_____________________________________(Handwritten signature).

G. Attest:___________________________________________(Handwritten signature).

H. By:_______________________________________________(Type or print name).
I. Title:________________________________ (Corporate Secretary or Assistant Secretary).

J. Street Address:______________________________________________________________.

K. City, State, Zip:___________________________________________________________.

L. Phone:__________________________________________________________________.

M. License No.:______________________________________________________________.

N. Federal ID No.:___________________________________________________________(Affix Corporate Seal Here).

END OF DOCUMENT 004113
SECTION 004313 - BID SECURITY FORMS

1.1 BID FORM SUPPLEMENT

A. A completed bid bond form is required to be attached to the Bid Form.

1.2 BID BOND FORM

A. AIA Document A310-2010 "Bid Bond" is the recommended form for a bid bond. A bid bond acceptable to Owner, or other bid security as described in the Instructions to Bidders, is required to be attached to the Bid Form as a supplement.

B. Copies of AIA standard forms may be obtained from The American Institute of Architects; https://www.aiaccontracts.org/; email: docspurchases@aia.org; (800) 942-7732.

END OF DOCUMENT 004313
Bid Bond

CONTRACTOR:
(Name, legal status and address)

SURETY:
(Name, legal status and principal place of business)

OWNER:
(Name, legal status and address)

BOND AMOUNT:

PROJECT:
(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety’s consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor’s bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this day of

(Witness)

(Contractor as Principal)  (Title)

(Seal)

(Witness)

(Surety)  (Title)

(Seal)

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Init.
SECTION 004323 - ALTERNATES FORM

1.1 BID INFORMATION
A. Bidder: ________________________________.
B. Prime Contract: ________________________________.
C. Project Name: Kaubisch Memorial Public Library – 2020 Roof Replacement Project
D. Project Location: 205 Perry Street, Fostoria, Ohio 44830
E. Owner: Kaubisch Memorial Public Library Board of Trustees
G. Architect Project Number: PAI Project No. 20-0460

1.2 BID FORM SUPPLEMENT
A. This form is required to be attached to the Bid Form.

1.3 DESCRIPTION
A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
D. The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum.
E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 60 days of the Notice of Award unless otherwise indicated in the Contract Documents.
F. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.
1.4 SCHEDULE OF ALTERNATES

A. Alternate No. 1: Roof Access Hatch Replacement in lieu of Base Bid Repairing of Existing Roof Access Hatch.

1. ADD____ DEDUCT____ NO CHANGE____ NOT APPLICABLE_____.
2. ____________________________________________________ Dollars ($______________________).
3. ADD____ DEDUCT____ calendar days to adjust the Contract Time for this alternate.

B. Alternate No. 2: Roof Access Ladder Replacement in lieu of Base Bid Repairing of Existing Roof Access Ladder.

1. ADD____ DEDUCT____ NO CHANGE____ NOT APPLICABLE_____.
2. ____________________________________________________ Dollars ($______________________).
3. ADD____ DEDUCT____ calendar days to adjust the Contract Time for this alternate.

C. Alternate No. 3: Roof Recover of Roof Area ‘D’ (210 square feet +/-).

1. ADD____ DEDUCT____ NO CHANGE____ NOT APPLICABLE_____.
2. ____________________________________________________ Dollars ($______________________).
3. ADD____ DEDUCT____ calendar days to adjust the Contract Time for this alternate.

1.5 SUBMISSION OF BID SUPPLEMENT

A. Respectfully submitted this ____ day of ____________, 2020.

B. Submitted By:___________________________________(Insert name of bidding firm or corporation).

C. Authorized Signature:____________________________________(Handwritten signature).

D. Signed By:______________________________________________(Type or print name).

E. Title:___________________________________(Owner/Partner/President/Vice President).

END OF DOCUMENT 004323
DOCUMENT 004393 - BID SUBMITTAL CHECKLIST

1.1 BID INFORMATION

A. Bidder: ___________________________________________________________.

B. Prime Contract: ____________________________________________________.

C. Project Name: Kaubisch Memorial Public Library – 2020 Roof Replacement Project

D. Project Location: 205 Perry Street, Fostoria, Ohio 44830

E. Owner: Kaubisch Memorial Public Library Board of Trustees

F. Architect: Peterman Associates

G. Architect Project Number: PAI Project No. 20-0460

1.2 BIDDER'S CHECKLIST

A. In an effort to assist the Bidder in properly completing all documentation required, the following checklist is provided for the Bidder's convenience. The Bidder is solely responsible for verifying compliance with bid submittal requirements.

B. Attach this completed checklist to the outside of the Submittal envelope.

   1. Used the Bid Form provided in the Project Manual.
   2. Prepared the Bid Form as required by the Instructions to Bidders.
   3. Indicated on the Bid Form the Addenda received.
   4. Attached to the Bid Form: Bid Bond OR a certified check for the amount required.
   5. Bid envelope shows name and address of the Bidder.
   6. Bid envelope shows the Bidder's Contractor's License Number.
   7. Bid envelope shows name of Project being bid.
   8. Bid envelope shows name of Prime Contract being bid, if applicable.
   9. Bid envelope shows time and day of Bid Opening.
  10. Verified that the Bidder can provide executed Performance Bond and Labor and Material Bond.
  11. Verified that the Bidder can provide Certificates of Insurance in the amounts indicated.

END OF DOCUMENT 004393
SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS
A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY
A. Section Includes:
   1. Project information.
   2. Work covered by Contract Documents.
   3. Contractor's use of site and premises.
   4. Coordination with occupants.
   5. Work restrictions.
   7. Miscellaneous provisions.

1.3 DEFINITIONS
A. Work Package: A group of specifications, drawings, and schedules prepared by the design team to describe a portion of the Project Work for pricing, permitting, and construction.

1.4 PROJECT INFORMATION
A. Project Identification: Kaubisch Memorial Public Library – 2020 Roof Replacement Project
   1. Project Location: 205 Perry Street, Fostoria, Ohio 44830
B. Owner: Kaubisch Memorial Public Library
   1. Owner's Representative: Scott Scherf, Director
C. Architect: Peterman Associates, Inc. (419.422.6672)
   1. Architect's Representative: Eric Trout, Project Manager (419.422.6672)

1.5 WORK COVERED BY CONTRACT DOCUMENTS
A. The Work of Project is defined by the Contract Documents and includes, but is not limited to, the following:
1. Removal and Replacement of Roof Area ‘A’ (4,468 square feet +/-); Roof Recover of Roof Area ‘B’ (2,202 square feet +/-) and ‘C’ (1,907 square feet +/-). Roof Access Hatch and Roof Access Ladder Repair and other Work indicated in the Contract Documents.

B. Type of Contract:

1. Project will be constructed under a single prime contract.

1.6 CONTRACTOR’S USE OF SITE AND PREMISES

A. Unrestricted Use of Site: Contractor shall have full use of Project site for construction operations during construction period.

B. Restricted Use of Site: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

D. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

1.7 COORDINATION WITH OCCUPANTS

A. Full Owner Occupancy: Owner will occupy Project site and existing building during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.

2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.

3. Main Public Entrance located on east side of existing building. Minimize construction operations on east side of existing building to maintain pedestrian flow to building and safety of the public.

1.8 WORK RESTRICTIONS

A. Comply with restrictions on construction operations.

1. Comply with limitations on use of public streets, work on public streets, rights of way, and other requirements of authorities having jurisdiction.
B. On-Site Work Hours: Limit work to between 7:00 a.m. to 7:00 p.m., Monday through Friday, unless otherwise indicated. Work hours may be modified to meet Project requirements if approved by Owner and authorities having jurisdiction.

C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging for temporary utility services according to requirements indicated:
   1. Notify Owner not less than two days in advance of proposed utility interruptions.

D. Noise, Vibration, Dust, and Odors: Coordinate operations that may result in high levels of noise and vibration, dust, odors, or other disruption to Owner occupancy with Owner.
   1. Notify Owner not less than two days in advance of proposed disruptive operations.

E. Smoking and Controlled Substance Restrictions: Use of tobacco products and other controlled substances on Project site is not permitted.

F. An Aerial Exhibit is incorporated in this Project Manual to indicate the Contractor’s Staging Area approved by the Owner. Dumpster location can either be located in the Contractor’s Staging Area or work with Owner for a location closer to the building.

1.9 SPECIFICATION AND DRAWING CONVENTIONS

A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
   1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
   2. Text Color: Text used in the Specifications, including units of measure, manufacturer and product names, and other text may appear in multiple colors or underlined as part of a hyperlink; no emphasis is implied by text with these characteristics.
   3. Hypertext: Text used in the Specifications may contain hyperlinks. Hyperlinks may allow for access to linked information that is not residing in the Specifications. Unless otherwise indicated, linked information is not part of the Contract Documents.
   4. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

B. Division 00 Contracting Requirements: General provisions of the Contract, including General and Supplementary Conditions, apply to all Sections of the Specifications.

C. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.

D. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.

2. Abbreviations: Materials and products are identified by abbreviations.

3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

END OF SECTION 011000
SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:
   1. Demolition and removal of selected portions of building or structure.

B. Related Requirements:
   1. Section 011000 "Summary" for restrictions on use of the premises, Owner-occupancy requirements.

1.3 DEFINITIONS

A. Remove: Detach items from existing construction and dispose of them off-site unless indicated to be salvaged or reinstalled.

B. Remove and Salvage: Detach items from existing construction, in a manner to prevent damage, and deliver to Owner ready for reuse.

C. Remove and Reinstall: Detach items from existing construction, in a manner to prevent damage, prepare for reuse, and reinstall where indicated.

D. Existing to Remain: Leave existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.

E. Dismantle: To remove by disassembling or detaching an item from a surface, using gentle methods and equipment to prevent damage to the item and surfaces; disposing of items unless indicated to be salvaged or reinstalled.

1.4 MATERIALS OWNERSHIP

A. Unless otherwise indicated, demolition waste becomes property of Contractor.
1.5 PREINSTALLATION MEETINGS

A. Predemolition Conference: Conduct conference at Project site with Owner.
   1. Inspect and discuss condition of construction to be selectively demolished.
   2. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
   3. Review areas where existing construction is to remain and requires protection.

1.6 INFORMATIONAL SUBMITTALS

A. Proposed Protection Measures: Submit report that indicates the measures proposed for protecting individuals and property. Indicate proposed locations and construction of barriers.

B. Schedule of Selective Demolition Activities: Indicate the following:
   1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
   2. Interruption of utility services. Indicate how long utility services will be interrupted.
   3. Use of elevator and stairs.
   4. Coordination of Owner's continuing occupancy of existing building

1.7 CLOSEOUT SUBMITTALS

A. Inventory: Submit a list of items that have been removed and salvaged.

1.8 FIELD CONDITIONS

A. Conduct selective demolition so Owner's operations will not be disrupted.

B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.

C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

D. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
   1. If suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.

E. Storage or sale of removed items or materials on-site is not permitted.

F. Utility Service: Maintain existing utilities to remain in service and protect them against damage during selective demolition operations.
1.9 WARRANTY

A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials and using approved contractors so as not to void existing warranties. Notify warrantor before proceeding. Existing warranties include the following:

B. Notify warrantor on completion of selective demolition, and obtain documentation verifying that existing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

1.10 COORDINATION

A. Arrange selective demolition schedule so as not to interfere with Owner's operations.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.

B. Standards: Comply with ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Survey of Existing Conditions: Contractor to field verify/measure existing conditions to properly complete the project.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems to Remain: Maintain services/systems to remain and protect them against damage.

3.3 PROTECTION

A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.

1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.

B. Remove temporary barricades and protections where hazards no longer exist.

3.4 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
4. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
5. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
6. Dispose of demolished items and materials promptly.

B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

C. Removed and Salvaged Items:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by Owner.
5. Protect items from damage during transport and storage.

D. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable,
protected storage location during selective demolition and reinstalled in their original locations after selective demolition operations are complete.

3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

A. Roofing: Remove no more existing roofing than what can be covered in one day by new roofing and so that building interior remains watertight and weathertight. See Section 075419 – Polyvinyl Chloride Roofing for new roofing requirements.

1. Remove existing roof membrane, flashings, copings, and roof accessories.
2. Remove existing roofing system down to substrate in indicated areas in Appendix C.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

A. Remove demolition waste materials from Project site and dispose of them in an EPA-approved construction and demolition waste landfill acceptable to authorities having jurisdiction.

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.

B. Burning: Do not burn demolished materials.

3.7 CLEANING

A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

3.8 SELECTIVE DEMOLITION SCHEDULE

A. Remove: All existing layers of roof material and insulation down to exiting deck in Roof Area ‘A’ (4,468 square feet +/-). All materials removed will be properly disposed of.

B. Remove: Unused items and roof penetrations that have been abandoned on existing roof in all Roof Areas. Coordinate with Owner to determine exact items of removal. All materials removed will be properly disposed of.

C. Existing to Remain: All existing layers of roof material and insulation in Roof Areas ‘B’ (2,202 square feet +/-), ‘C’ (1,907 square feet +/-), and ‘D’ (210 square feet +/-).

D. Existing to Remain: All roof penetrations and roof mounted HVAC equipment still in use.

END OF SECTION 024119
Duro-Last Roof Assembly Description

- **Duro-Last® PVC thermoplastic membrane**
  - Membrane Thickness: 50 mil
  - Color: Tan
  - Attachment: Attached with mechanical fasteners

- **Duro-Guard® ISO II (tapered)**
  - Attachment: Attached with mechanical fasteners

- **Duro-Guard® ISO II (flat)**
  - Attachment: Attached with mechanical fasteners

- **Steel Roof Deck**
PART 1 GENERAL

1.1 SECTION INCLUDES

A. Duro-Last® PVC thermoplastic membrane attached with mechanical fasteners.
B. Duro-Guard® ISO II (tapered), attached with mechanical fasteners.
C. Duro-Guard® ISO II (flat), attached with mechanical fasteners.
D. Prefabricated flashings, corners, parapets, stacks, vents, and related details.
E. Fasteners, adhesives, and other accessories required for a complete roofing installation.
F. Traffic Protection.

1.2 REFERENCES


1.3 SYSTEM DESCRIPTION

A. General: Provide installed roofing membrane and base flashings that remain watertight; do not permit the passage of water; and resist specified uplift pressures, thermally induced movement, and exposure to weather without failure.

B. Material Compatibility: Provide roofing materials that are compatible with one another under conditions of service and application required, as demonstrated by roofing membrane manufacturer based on testing and field experience.

C. Physical Properties:

1. Roof product must meet the requirements of Type III PVC sheet roofing as defined by ASTM D 4434 and must meet or exceed the following physical properties.
2. Thickness: 50 mil, nominal, in accordance with ASTM D 751.
3. Thickness Over Scrim: ≥ 28 mil in accordance with ASTM D 751.
4. Breaking Strengths: ≥ 390 lbf. (MD) and ≥ 438 lbf. (XMD) in accordance with ASTM D 751, Grab Method.
5. Elongation at Break: ≥ 31% (MD) and ≥ 31% (XMD) in accordance with ASTM D 751, Grab Method.
6. Heat Aging in accordance with ASTM D 3045: 176 °F for 56 days. No sign of cracking, chipping or crazing. (In accordance with ASTM D 4434).
7. Factory Seam Strength: ≥ 417 lbf. in accordance with ASTM D 751, Grab Method.
8. Tearing Strength: ≥ 132 lbf. (MD) and ≥ 163 lbf. (XMD) in accordance with ASTM D 751, Procedure B.
9. Low Temperature Bend (Flexibility): Pass at -40 °F in accordance with ASTM D 2136.
10. Accelerated Weathering: No cracking, checking, crazing, erosion or chalking after 5,000 hours in accordance with ASTM G 154.
11. Linear Dimensional Change: < 0.5% in accordance with ASTM D 1204 at 176 ± 2 °F for 6 hours.
12. Water Absorption: < 1.7% in accordance with ASTM D 570 at 158 °F for 166 hours.
13. Static Puncture Resistance: ≥ 56 lbs. in accordance with ASTM D 5602.

D. Cool Roof Rating Council (CRRC):
   1. Membrane must be listed on CRRC website.
      a. Initial Solar Reflectance: ≥ 39%
      b. Initial Solar Reflective Index (SRI): ≥ 43
      c. 3-Year Aged Solar Reflectance: ≥ 33%
      d. 3-Year Aged Thermal Emittance: ≥ 89%
      e. 3-Year Aged Solar Reflective Index (SRI): ≥ 35

E. Insulation
   1. Provide overall thermal resistance for roofing system as follows:
   2. Tapered Insulation Slope: 1/8 inch per foot.
   3. Configuration as indicated on the Drawings.

1.4 SUBMITTALS
A. Submit under provisions of Section 01300.
B. Duro-Last data sheets on each product to be used, including:
   1. Preparation instructions and recommendations.
   2. Storage and handling requirements and recommendations.
   3. Installation methods.
   4. Maintenance requirements.
C. Shop Drawings: Indicate insulation pattern, overall membrane layout, field seam locations, joint or termination detail conditions, and location of fasteners.
D. Verification Samples: For each product specified, two samples, representing actual product, color, and finish.
1. 4 inch by 6 inch sample of roofing membrane, of color specified.

2. 4 inch by 6 inch sample of walkway pad.

3. Termination bar, fascia bar with cover, drip edge and gravel stop if to be used.

4. Each fastener type to be used for installing membrane, insulation/recovery board, termination bar and edge details.

E. Installer Certification: Certification from the roofing system manufacturer that Installer is approved, authorized, or licensed by manufacturer to install roofing system.

F. Manufacturer's warranties.

1.5 QUALITY ASSURANCE

A. Perform work in accordance with manufacturer's installation instructions.

B. Manufacturer Qualifications: A manufacturer specializing in the production of PVC membranes systems and utilizing a Quality Control Manual during the production of the membrane roofing system that has been approved by and is inspected by Underwriters Laboratories.

C. Installer Qualifications: Company specializing in installation of roofing systems similar to those specified in this project and approved by the roofing system manufacturer.

D. Source Limitations: Obtain components for membrane roofing system from roofing membrane manufacturer.

E. There shall be no deviations from the roof membrane manufacturer's specifications or the approved shop drawings without the prior written approval of the manufacturer.

1.6 REGULATORY REQUIREMENTS

A. Conform to applicable code for roof assembly wind uplift and fire hazard requirements.

B. Fire Exposure: Provide membrane roofing materials with the following fire-test-response characteristics. Materials shall be identified with appropriate markings of applicable testing and inspecting agency.

1. Exterior Fire-Test Exposure:
   a. Class A; ASTM E 108, for application and roof slopes indicated.

2. Fire-Resistance Ratings: Comply with ASTM E 119 for fire-resistance-rated roof assemblies of which roofing system is a part.

3. Conform to applicable code for roof assembly fire hazard requirements.

C. Wind Uplift:

1. Roofing System Design: Provide a roofing system designed to resist uplift pressures calculated according to the current edition of the ASCE-7 Specification Minimum Design Loads for Buildings And Other Structures.

1.7 PRE-INSTALLATION MEETING

A. Convene meeting not less than one week before starting work of this section.
B. Review methods and procedures related to roof deck construction and roofing system including, but not limited to, the following.
   1. Meet with Owner, Architect, Owner's insurer if applicable, testing and inspecting agency representative, roofing installer, roofing system manufacturer's representative, deck installer, and installers whose work interfaces with or affects roofing including installers of roof accessories and roof-mounted equipment.
   2. Review and finalize construction schedule and verify availability of materials, installer's personnel, equipment, and facilities needed to make progress and avoid delays.
   3. Examine deck substrate conditions and finishes for compliance with requirements, including flatness and fastening.
   4. Review structural loading limitations of roof deck during and after roofing.
   5. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect roofing system.
   6. Review governing regulations and requirements for insurance and certificates if applicable.
   7. Review temporary protection requirements for roofing system during and after installation.
   8. Review roof observation and repair procedures after roofing installation.

1.8 DELIVERY, STORAGE AND HANDLING

A. Deliver roofing materials to Project site in original containers with seals unbroken and labeled with manufacturer's name, product brand name and type, date of manufacture, and directions for storing and mixing with other components.

B. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by roofing system manufacturer. Protect stored liquid material from direct sunlight.

C. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with insulation manufacturer's written instructions for handling, storing, and protecting during installation.

D. Store roof materials and place equipment in a manner to avoid permanent deflection of deck.

E. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

1.9 WARRANTY

A. Contractor's Warranty: The contractor shall warrant the roof application with respect to workmanship and proper application for two (2) years from the effective date of the warranty issued by the manufacturer.

B. Manufacturer's Warranty: Must be no-dollar limit type and provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices throughout the life of the warranty. In addition the warranty must meet the following criteria:
   1. Warranty Period: 20 years from date issued by the manufacturer.
   2. Must provide positive drainage.
   3. No exclusion for damage caused by biological growth.
   4. Issued direct from and serviced by the roof membrane manufacturer.
5. Transferable for the full term of the warranty.

PART 2 PRODUCTS

2.1 MANUFACTURER

A. Manufacturer: Duro-Last Roofing, Inc., which is located at: 525 Morley Drive, Saginaw, MI 48601. Telephone: 800-248-0280.

B. All roofing system components to be provided or approved by Duro-Last Roofing, Inc.

C. Substitutions: Not permitted.

2.2 ROOFING SYSTEM COMPONENTS

A. Roofing Membrane: Duro-Last® PVC thermoplastic membrane conforming to ASTM D 4434, type III, fabric-reinforced, PVC, NSF/ANSI 347 Gold or Platinum Certification, and a product-specific third-party verified Environmental Product Declaration. Membrane properties as follows:
   1. Thickness:
      a. 50 mil.
   2. Exposed Face Color:
      a. Tan.
   3. Minimum recycle content 7% post-industrial and 0% post-consumer.
   4. Recycled at end of life into resilient flooring or concrete expansion joints.

B. Accessory Materials: Provide accessory materials supplied by or approved for use by Duro-Last Roofing, Inc.
      a. Stack Flashings.
      b. Curb Flashings.
      c. Inside and Outside Corners.
      d. Drain Boots, Composite Drain Rings (CDR) and Dome Strainers.
   3. Sealants and Adhesives: Compatible with roofing system and supplied by Duro-Last Roofing, Inc.
      b. Strip Mastic.
   4. Slip Sheet: Compatible with roofing system and supplied by Duro-Last Roofing, Inc.
   5. Fasteners and Plates: Factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FMG 4470, designed for fastening membrane and insulation to substrate. Supplied by Duro-Last Roofing, Inc.
      a. #14 Heavy Duty Fasteners.
      b. Cleat Plates.
c. 3 inch Metal Plates.

6. PV Anchors

7. Termination and Edge Details: Supplied by Duro-Last Roofing, Inc.
   a. Termination Bar.
   b. Canted Coping.

8. Vinyl Coated Metal: Supplied by Duro-Last Roofing, Inc. 24 gauge, hot-dipped galvanized, grade 90 metal with a minimum of 17 mil of Duro-Last membrane laminated to one side.

9. Two-Way Roof Vents: Supplied by Duro-Last Roofing, Inc. Install a minimum of 1 vent for each 1,000 ft² (93 m²) of roof area.

C. Walkways:
   1. Provide non-skid, maintenance-free walkway pads in areas of heavy foot traffic and around mechanical equipment.
      a. Duro-Last Roof Trak® III Walkway Pad.

2.3 ROOF INSULATION

A. General:
   1. Provide preformed roof insulation boards that comply with requirements and referenced standards, as selected from manufacturer's standard sizes.
   2. Provide preformed saddles, crickets, and other insulation shapes where indicated for sloping to drain. Fabricate to slopes indicated.

B. Polyisocyanurate Board Insulation: Complying with ASTM C 1289, Type II, felt or glass-fiber mat facer on both major surfaces. Material as supplied by Duro-Last.
   1. Duro-Guard® ISO II (flat).
   2. Duro-Guard® ISO II (tapered).

2.4 ROOF INSULATION ACCESSORIES

A. General: Provide roof insulation accessories approved by the roof membrane manufacturer and as recommended by insulation manufacturer for the intended use.

B. Fasteners: Provide Duro-Last factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FMG 4470, designed for fastening insulation and/or insulation cover boards in conformance to specified design requirements.

   1. 

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that the surfaces and site conditions are ready to receive work.

B. Verify that the deck is supported and secured.

C. Verify that the deck is clean and smooth, free of depressions, waves, or projections, and properly sloped to drains, valleys, eaves, scuppers or gutters.

D. Verify that the deck surfaces are dry and free of standing water, ice or snow.
E. Verify that all roof openings or penetrations through the roof are solidly set.
F. If substrate preparation is the responsibility of another contractor, notify Architect of unsatisfactory preparation before proceeding.

3.2 PREPARATION

A. Clean surfaces thoroughly prior to installation.
B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
C. Surfaces shall be clean, smooth, free of fins, sharp edges, loose and foreign material, oil, grease, and bitumen.

3.3 INSTALLATION

A. Install insulation in accordance with the roof manufacturer's requirements.
B. Insulation: Duro-Guard® ISO II (flat) and Duro-Guard® ISO II (tapered).
   1. Install insulation in accordance with the roof manufacturer’s requirements.
   2. Insulation shall be adequately supported to sustain normal foot traffic without damage.
   3. Where field trimmed, insulation shall be fitted tightly around roof protrusions with no gaps greater than ¼ inch.
   4. Tapered insulation boards shall be installed in accordance with the insulation manufacturer’s shop drawings.
   5. No more insulation shall be applied than can be covered with the roof membrane by the end of the day or the onset of inclement weather.
   6. If more than one layer of insulation is used, all joints between subsequent layers shall be offset by at least 6 inches.
   7. Mechanical Attachment: Use only fasteners, stress plates and fastening patterns accepted for use by the roof manufacturer. Fastening patterns must meet applicable design requirements.
      a. Install fasteners in accordance with the roof manufacturer’s requirements. Fasteners that are improperly installed must be replaced or corrected.
   8. Mechanically attach base layer(s) of Duro-Guard® ISO II (flat) insulation and adhere subsequent layer(s) with insulation adhesive. Install all layers in parallel courses with end joints staggered 50% and adjacent boards butted together with no gaps greater than ¼ inch.
   9. Mechanically attach base layer(s) of Duro-Guard® ISO II (tapered) insulation and adhere subsequent layer(s) with insulation adhesive. Install all layers in parallel courses with end joints staggered 50% and adjacent boards butted together with no gaps greater than ¼ inch.
C. Roof Membrane: 50 mil, Duro-Last® PVC thermoplastic membrane.
   1. Use only fasteners, stress plates and fastening patterns accepted for use by the roof manufacturer. Fastening patterns must meet the applicable design requirements.
   2. Install fasteners in accordance with the roof manufacturer’s requirements. Fasteners that are improperly installed shall be replaced or corrected.
   3. Mechanically fasten membrane to the structural deck utilizing fasteners and fastening patterns in accordance with the roof manufacturer’s requirements.
   4. Cut membrane to fit neatly around all penetrations and roof projections.
5. Unroll roofing membrane and positioned with a minimum 6 inch overlap.

D. Seaming:
   1. Weld overlapping sheets together using hot air. Minimum weld width is 1-1/2 inches.
   2. Check field welded seams for continuity and integrity and repair all imperfections by the end of each work day.

E. Membrane Termination/Securement: All membrane terminations shall be completed in accordance with the membrane manufacturer’s requirements.
   1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
   2. Provide securement at any angle change where the slope or combined slopes exceeds two inches in one horizontal foot.

F. Flashings: Complete all flashings and terminations as indicated on the drawings and in accordance with the membrane manufacturer’s requirements.
   1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
      a. Do not apply flashing over existing thru-wall flashings or weep holes.
      b. Secure flashing on a vertical surface before the seam between the flashing and the main roof sheet is completed.
      c. Extend flashing membrane a minimum of 6 inches (152 mm) onto the main roof sheet beyond the mechanical securement.
      d. Use care to ensure that the flashing does not bridge locations where there is a change in direction (e.g. where the parapet meets the roof deck).
   2. Penetrations:
      a. Flash all pipes, supports, soil stacks, cold vents, and other penetrations passing through the roofing membrane as indicated on the Drawings and in accordance with the membrane manufacturer’s requirements.
      b. Utilize custom prefabricated flashings supplied by the membrane manufacturer.
      c. Existing Flashings: Remove when necessary to allow new flashing to terminate directly to the penetration.
   3. Pipe Clusters and Unusual Shapes:
      a. Clusters of pipes or other penetrations which cannot be sealed with prefabricated membrane flashings shall be sealed by surrounding them with a prefabricated vinyl-coated metal pitch pan and sealant supplied by the membrane manufacturer.
      b. Vinyl-coated metal pitch pans shall be installed, flashed and filled with sealant in accordance with the membrane manufacturer’s requirements.
      c. Pitch pans shall not be used where prefabricated or field fabricated flashings are possible.

G. Roof Drains:
   1. Coordinate installation of roof drains and vents specified in Section 15146 - Plumbing Specialties.
   2. Remove existing flashing and asphalt at existing drains in preparation for sealant and
3. Provide a smooth clean surface on the mating surface between the clamping ring and the drain base.

H. Edge Details:
1. Provide edge details as indicated on the Drawings. Install in accordance with the membrane manufacturer’s requirements.
2. Join individual sections in accordance with the membrane manufacturer’s requirements.
3. Coordinate installation of metal flashing and counter flashing specified in Section 07620.
4. Manufactured Roof Specialties: Coordinate installation of copings, counter flashing systems, gutters, downspouts, and roof expansion assemblies specified in Section 07710.

I. Walkways:
1. Install walkways in accordance with the membrane manufacturer’s requirements.
2. Provide walkways where indicated on the Drawings.
3. Install walkway pads at roof hatches, access doors, rooftop ladders and all other traffic concentration points regardless of traffic frequency. Provided in areas receiving regular traffic to service rooftop units or where a passageway over the surface is required.
4. Do not install walkways over flashings or field seams until manufacturer’s warranty inspection has been completed.

J. Water cut-offs:
1. Provide water cut-offs on a daily basis at the completion of work and at the onset of inclement weather.
2. Provide water cut-offs to ensure that water does not flow beneath the completed sections of the new roofing system.
3. Remove water cut-offs prior to the resumption of work.
4. The integrity of the water cut-off is the sole responsibility of the roofing contractor.
5. Any membrane contaminated by the cut-off material shall be cleaned or removed.

3.4 FIELD QUALITY CONTROL

A. The membrane manufacturer’s representative shall provide a comprehensive final inspection after completion of the roof system. All application errors shall be addressed and final punch list completed.

3.5 PROTECTION

A. Protect installed roofing products from construction operations until completion of project.
B. Where traffic is anticipated over completed roofing membrane, protect from damage using durable materials that are compatible with membrane.
C. Repair or replace damaged products after work is completed.

END OF SECTION
Appendix A

Existing Conditions Roof Plan
Appendix B

Photographs
Photograph 1: Looking North from South End of Roof Area ‘A’.

Photograph 2: Looking South from North End of Roof Area ‘A’.
Photograph 3: Rooftop Penetrations in Roof Area ‘A’.

Photograph 4: Rooftop Penetrations in Roof Area ‘A’.
Photograph 5: Roof Drain in Roof Area ‘A’.

Photograph 6: Looking North at Roof Area ‘A’.
Photograph 7: Looking Northwest at Roof Area ‘A’.

Photograph 8: Looking West at Roof Area ‘A’.
Photograph 9: Looking at Roof Drain in Roof Area ‘A’.

Photograph 10: Looking South from North End of Roof Area ‘A’.
Photograph 11: Looking at Roof Drain in Roof Area ‘A’.

Photograph 12: Roof Penetration in Roof Area ‘A’.
Photograph 13: Roof Penetrations in Roof Area ‘A’.

Photograph 14: Top of Existing Elevation in Roof Area ‘A’.
Photograph 15: Roof Access Hatch in Roof Area ‘A’.

Photograph 16: Roof Penetration in Roof Area ‘A’.
Photograph 17: Roof Penetrations in Roof Area ‘A’.

Photograph 18: Rooftop Penetrations in Roof Area ‘A.’
Photograph 19: Looking South from Northwest End of Roof Area ‘C’.

Photograph 20: Looking North from South End of Roof Area ‘C’.
Photograph 21: Roof Penetration in Roof Area ‘C’.

Photograph 22: Looking North from Southwest Corner of Roof Area ‘B’.
Photograph 23: Looking North from Southeast Corner of Roof Area ‘B’.

Photograph 24: Looking South from North End of Roof Area ‘B’.
Photograph 25: HVAC Unit at Northwest Corner of Roof Area ‘B’.

Photograph 26: Steel Members on Parapet Wall at Northeast Corner of Roof Area ‘B’.

Photograph 28: Under HVAC Unit at Northwest Corner of Roof Area ‘B’.
Photograph 29: Chimney on West Side of Roof Area ‘B’.

Photograph 30: Roof Penetration on West Side of Roof Area ‘B’.
Photograph 31: Roof Drain in Roof Area ‘B’.

Photograph 32: Typical Top of Perimeter Wall Condition
Photograph 33: Support Beam on Parapet Wall for HVAC Unit.

Photograph 34: Support Beam on Parapet Wall for HVAC Unit.
Photograph 35: Support Beam on Parapet Wall for HVAC Unit.

Photograph 36: Roof Area ‘D’ Entrance Roof on East Side of Building.
Photograph 37: Roof Area ‘D’ Entrance Roof on East Side of Building.

Photograph 38: Roof Access Ladder in Hatch.
Photograph 39: Roof Access Ladder in Hatch Pulling Away from Wall.

Photograph 40: Roof Access Ladder from Storage Room Below.
Appendix C

Comprehensive Summary of Work

And Proposed Roof Plan
COMPREHENSIVE SUMMARY OF WORK (BASE BID)

A. Roofing System to be installed per Duro-Last Specifications and Details.
   a. Project to be inspected by a Duro-Last Quality Assurance Specialist/Technical Representative per Manufacturer’s Specifications.

B. Pre-Project:
   a. Contractor’s Representative to field verify areas of construction.
   b. Meet with Owner to coordinate any questions or concerns related to construction operations.
   c. Coordinate with Owner unused items and roof penetrations that have been abandoned on existing roof in all Roof Areas.
   d. Provide Duro-Last Color Samples per Manufacturer’s Specifications.

C. All Roof Areas:
   a. Remove unused items and roof penetrations that were previously coordinated with Owner.
   b. Plug and patch any openings in preparation for new roofing system appropriate for that particular Roof Area.
   c. Install (10) ten Duro-Last Walk Trak III protection mats around the HVAC service areas, under condensers, and at roof ladder access points.
   d. Paint existing rusted roof stacks to prevent roof staining.

D. Roof Area ‘A’ (4,468 square feet +/-):
   a. Remove all existing layers of roof material and insulation to existing deck.
   b. All debris and removed material to be placed in Contractor provided dumpsters and properly dispose of offsite.
   c. Mechanically fasten new 2x wood nailers along the all perimeter parapet walls to provide a secure termination point for new roofing system.
   d. Repair existing roof deck, as needed, that has been damaged due to prior roof leaks or other damage to appropriately support new roofing system.
   e. Mechanically fasten two layers of fully tapered (1/8”:12” Slope) Duro-Guard Poly-Isol II insulation system over existing roof deck to achieve a minimum R-Value of R-25. Stagger joints per Duro-Last Manufacturer’s Specifications.
   f. Install 8’ x 8’ Duro-Guard Hinged Target Sump with 1/8” : 12” slope at all three roof drain locations.
   g. Install a 4-mil Duro-Blue polypropylene vapor barrier between the two layers of insulation.
   h. Penetrations and wall transitions shall receive Duro-Guard fully adhered vapor barrier.
   i. Mechanically fasten 50 mil Duro-Last Roofing System.
   j. Enclose internal parapet walls with Duro-Last Parapet Membrane.
   k. Mechanically fasten Canted Coping with Continuous Cleat on all perimeter parapet walls.
   l. All remaining roof penetrations shall receive new Duro-Last custom prefabricated stack and curb flashings.
   m. Install new Duro-Last custom fabricated drain boots, expansion rings and metal strainer domes.
   n. Install (5) five Two-Way Air Vents.

E. Roof Area ‘B’ (2,202 square feet +/-) and ‘C’ (1,907 square feet +/-):
   a. Mechanically fasten new 2x wood nailers along the all perimeter parapet walls to provide a secure termination point for new roofing system.
b. Mechanically fasten one layer of Duro-Guard Poly-Iso II insulation system over existing roof system. Stagger joints per Duro-Last Manufacturer’s Specifications.

c. Install 4’ x 4’ Duro-Guard Pre-Cut Miter with 1/8” : 12” slope at both roof drains in Roof Area ‘B’ per Proposed Roof Plan.

d. Install 8’ x 8’ Duro-Guard Hinged Target Sump with 1/8” : 12” slope at all roof drain locations in Roof Area ‘C’.

e. Install Duro-Guard Pre-Cut Crickets with 1/8” : 12” slope in Roof Area ’C’ per locations indicated on Proposed Roof Plan.

f. Mechanically fasten 50 mil Duro-Last Roofing System.

g. Enclose internal parapet walls with Duro-Last Parapet Membrane.

h. Mechanically fasten Canted Coping with Continuous Cleat on all perimeter parapet walls.

i. All remaining roof penetrations shall receive new Duro-Last custom prefabricated stack and curb flashings.

j. Install new Duro-Last custom fabricated drain boots, expansion rings and metal strainer domes.

k. Install (3) three Two-Way Air Vents in Roof Area ‘B’.

l. Install (2) two Two-Way Air Vents in Roof Area ‘C’.

F. Repair Roof Access Hatch handle and locking arms to operate appropriately.

G. Repair Roof Access Ladder to be anchored securely to existing masonry wall. Existing ladder is coming away from the wall at the top of ladder.

H. Annual Inspection
   a. Once a year free roof performance inspection for the duration of the product warranty.
   b. Provide a detailed report with digital pictures of all findings for the Owner’s records.
A. Roof Area ‘D’ (210 square feet +/-):
   a. Mechanically fasten new 2x wood nailers along the all perimeter parapet walls to provide a secure termination point for new roofing system.
   b. Mechanically fasten one layer of Duro-Guard Poly-Iso II insulation system over existing roof system. Stagger joints per Duro-Last Manufacturer’s Specifications.
   c. Mechanically fasten 50 mil Duro-Last Roofing System.
   d. Mechanically fasten Canted Coping with Continuous Cleat on all perimeter parapet walls.
   e. Install new Duro-Last custom fabricated drain boot, expansion ring and metal strainer dome.
Appendix D: Duro-Last Details Listed on this Drawing.

For Parapets: Duro-Last RG6012

For Round Penetrations: Duro-Last Detail VB1050

For Rectangular Penetrations: Duro-Last Detail 4010

Expansion Joints: Duro-Last Detail 1160

As required by Manufacturer

Two-Way Air Vent: Duro-Last Detail 5020
A minimum of one vent must be installed for every 1,000 square feet of roof area, but with a minimum of two vents per roof area.

Install Duro-Last Roofing System Components per Manufacturer's Recommendations.
Appendix D

Duro-Last Roofing Systems Details
CORRECT
Fastener driven perpendicular

INCORRECT
Fastener snapped
Fastener bent
Fastener underdriven
Fastener overdriven
Fastener driven at an angle

Note 1: Fasteners may penetrate through the top or bottom flute of metal decks.
Note 2: Fasteners must penetrate metal, wood and structural concrete decks by 1 inch, measuring down from the top of the deck.
Note 1: All field welds shall be a minimum of 1-1/2 inches wide.

Note 2: A wood nailer is required if 1 inch of insulation or greater is used. The top of the wood nailer is to be flush with the top of the insulation. Wood nailers must withstand a minimum force of 180 pounds per lineal foot (per building code). Any pull values greater than 270 pounds will allow for a fastener spacing of 18 inches on center. Pull values less than 270 pounds will require additional fasteners. The installing contractor is responsible for meeting building codes.

Note 3: Refer to specifications for vapor barrier, insulation and cover board requirements.
Note 1: Membrane must be fastened around the perimeter of the drain with the same fastening pattern as the field membrane, no less than 1 fastener per drain.

Note 2: The openings in the CDRs must face in opposite directions. Sealant must be behind the membrane at the CDRs' location.

Note 3: Dome Strainer attachment tabs are secured to the roof membrane by heat welding.

Note 4: Duro-Last Dome Strainers (optional) must only be used with roof drains that are 6 inches in diameter or less.

Note 5: All field welds shall be a minimum of 1-1/2 inches wide.

Note 6: Refer to specifications for vapor barrier, insulation and cover board requirements.
Rectangular penetration
Approved Duro-Last® caulk
Termination Bar and approved Duro-Last fasteners spaced 6 inches on center (Note 2)
Approved Duro-Last sealant
Duro-Last custom-fabricated Curb Flashing
Approved Duro-Last plates/fasteners (Note 1)
Approved cover board (Note 4)
Approved insulation (Note 4)
Approved vapor barrier (Note 4)
Field weld (Note 3)

Note 1: Deck membrane shall be fastened around perimeter of roof penetration as per respective zone the roof access hatch is located within (field, perimeter, corner).

Note 2: Termination Bar shall have an approved Duro-Last fastener within 1 inch of each corner.

Note 3: All field welds shall be a minimum of 1-1/2 inches wide.

Note 4: Refer to specifications for vapor barrier, insulation and cover board requirements.
Note 1: Deck membrane shall be fastened around the perimeter of the roof access hatch as per the respective zone the roof access hatch is located within (field, perimeter, corner).

Note 2: All field welds shall be a minimum of 1-1/2 inches wide.

Note 3: Refer to specifications for vapor barrier, insulation and cover board requirements.
INSTRUCTIONS

1. Install Two-Way Air Vents (vents) between fastener rows and at high points of roof area. Vents must not be installed within 7 feet of the building edge. Never install vents in low, or drainage areas.
   
   a. A minimum of one vent must be installed for every 1,000 square feet of roof area, or portion thereof, but with a minimum of two vents per roof area.
   
   b. Vent Placement
      
      i. Corners - Vents must first be installed within 8 to 10 feet of the outer corners. Install vents at opposite corners whenever possible.
      
      ii. Remaining Roof Area - Starting at 8 to 10 feet from the building edge, evenly distribute the remaining vents throughout the remaining roof area. (Smaller roof areas may not have additional vents.)

2. Cut a 7-inch diameter hole and a 2-inch slit in deck membrane. Rotate vent to allow feet to slide underneath deck membrane at slit (see drawing above). Do not fasten vent to roof deck.

Note 1: Vents must NOT be used on refrigerated buildings, freezer buildings or adhered roofing systems.

Note 2: Vents are not required on open-air structures (e.g. carports) or roofing systems with overburden (e.g. ballast, paver, vegetation, etc.).

Note 3: All field welds shall be a minimum of 1-1/2 inches wide.

Note 4: Refer to specifications for vapor barrier, insulation and cover board requirements.
Note 1: All coping cap joints must utilize a 6-inch concealed splice plate.

Note 2: Refer to Detail Drawing 6053 for splice plate installation instructions.

Note 3: All fasteners must penetrate into nailer by a minimum of 1-1/2 inches.

Note 4: Fasten other manufacturers' products per manufacturer's specifications.

Note 5: Wood nailers must withstand a minimum force of 180 pounds per lineal foot (per building code). Any pull values greater than 270 pounds will allow for a fastener spacing of 18 inches on center. Pull values less than 270 pounds will require additional fasteners. The installing contractor is responsible for meeting building codes.
Note 1: Refer to the *Roll Good Mechanically Fastened Roofing System* specification for the fastener spacing requirements on the wall and roof deck. Fastener spacing for wall membrane will be same as perimeter and corner fastening requirements for deck membrane.

Note 2: Overlap wall sheets a minimum of 6 inches.

Note 3: Tack weld the wall membrane to the roof membrane at the roof-to-wall transition between the roof membrane fasteners.

Note 4: All field welds shall be a minimum of 1-1/2 inches wide.
Note 1: Primer is not required when roof system is mechanically fastened or when substrate is a steel deck. All other situations require primer.

Note 2: Overlap each section a minimum of 2 inches as shown above.

Note 3: Mastic is not required unless Duro-Last® Vapor Barrier will be used as a temporary roof. When required, seal 6 inches out from all T-Lap edges as shown above.

Note 4: If mastic is used, do not allow it to contact Duro-Last membrane. A proper slip sheet or insulation must be used to separate both products.
Note 1: Primer is not required when roof system is mechanically fastened or when substrate is a steel deck. All other situations require primer.

Note 2: Overlap each section a minimum of 2 inches as shown above.

Note 3: Mastic is not required unless Duro-Last® Vapor Barrier will be used as a temporary roof. When required, seal 6 inches out from all T-Lap edges as shown above.

Note 4: If mastic is used, do not allow it to contact Duro-Last membrane. A proper slip sheet or insulation must be used to separate both products.
Note 1: Primer is not required when roof system is mechanically fastened or when substrate is a steel deck. All other situations require primer.

Note 2: Fill all gaps with urethane foam prior to installation of roofing membrane. Shave excess foam level to top of insulation/cover board.

Note 3: Mastic is not required unless Duro-Last® Vapor Barrier will be used as a temporary roof. When required, seal 6 inches out from all T-Lap edges as shown above.

Note 4: If mastic is used, do not allow it to contact Duro-Last membrane. A proper slip sheet or insulation must be used to separate both products.

Note 5: Refer to specifications for vapor barrier, insulation and cover board requirements.

Note 6: Use of this detail does not meet requirements for air barrier assemblies as defined under section C402.1.2.2 ASSEMBLIES of the International Energy Conservation Code.