

Village of Posen

Org. 1900

2440 WEST WALTER ZIMNY DRIVE
POSEN, ILLINOIS 60469
Phone: 708-385-0139
Fax: 708-385-5107



VILLAGE OF POSEN VILLAGE HALL ROOF REINFORCEMENT

The Village of Posen is currently accepting pricing to provide a roof reinforcement ("re-roofing") for the Village Hall at 2440 W Walter Zimny Dr. This is an informal request for quotes which is subject to the following process.

Thursday April 9th, 2026 release of scope of work.

Thursday April 9th thru Thursday April 23rd, 2026 any and all questions should be sent to Bruce Hill, P.E. (bruce.hill@hrgreen.com) with HR Green Engineering.

Thursday April 23rd, 2026, 11a.m. all quotes due.

Quote Submission Requirements & Accepted Contractor Responsibilities

1. Quote submission can be e-mailed to Bruce Hill, P.E., (bruce.hill@hrgreen.com) or dropped off via hard copy as follows. The sealed envelope shall be labeled "Village Hall Roof Reinforcement".
*Village of Posen Public Works Department
Attention: Kris Marroquin, Public Works Superintendent
Village Hall Roof Reinforcement Quote
2440 W Walter Zimny Dr
Posen, IL 60469*
2. Quotes are a single lump sum bid and must include all work required to complete the attached project scope.
3. Quote must include the cost of all incidental work associated with the project. No additional compensation will be allowed for such work unless approved by the Village of Posen.
4. Quote must include number of days until completion from issuance of "notice to proceed."
5. All Contract work shall comply with the "Prevailing Wage Act" as per State Statute and Village Ordinance.
6. Submitting contractor shall be responsible as General Contractor to any sub-contractors included in their quote and utilized to complete the project scope.
7. All contractors & sub-contractors must be licensed and bonded in the Village of Posen prior to performing work.
8. The selected contractor shall be required to furnish sufficient insurance to indemnify the Village of Posen and their agents against any all claims which might arise for damages to persons or property due to the negligence of the Contractor or Subcontractors, or their officers, agents, employees during the construction of this improvement until the project has been approved for acceptance by the President and Board of Trustees of the Village of Posen. The selected contractor shall provide the Village of Posen with a "Certificate of Insurance" evidencing insurance coverage for the descriptions, endorsements and the amount limits as shown on the attached sample "Certificate of Insurance".
9. The selected contractor must submit a performance and payment Bond for 100% of the selected quote amount to the Village.
10. Permit fees will be waived for this project, but a permit application must be

submitted by contractor.

11. 50% completion and 100% completion payments will be issued following respective completion of work including submittal of all warranty and closeout documentation including certified payroll and final lien wavers. (Payment issuance requires Village Board approval and is subject to the timeline of Meeting submittal dates)

Thank you for your interest in this project!

Sincerely,

VILLAGE OF POSEN

Frank Podbielniak, Village President

Specifications for Heritage Park Storm Sewer Replacement

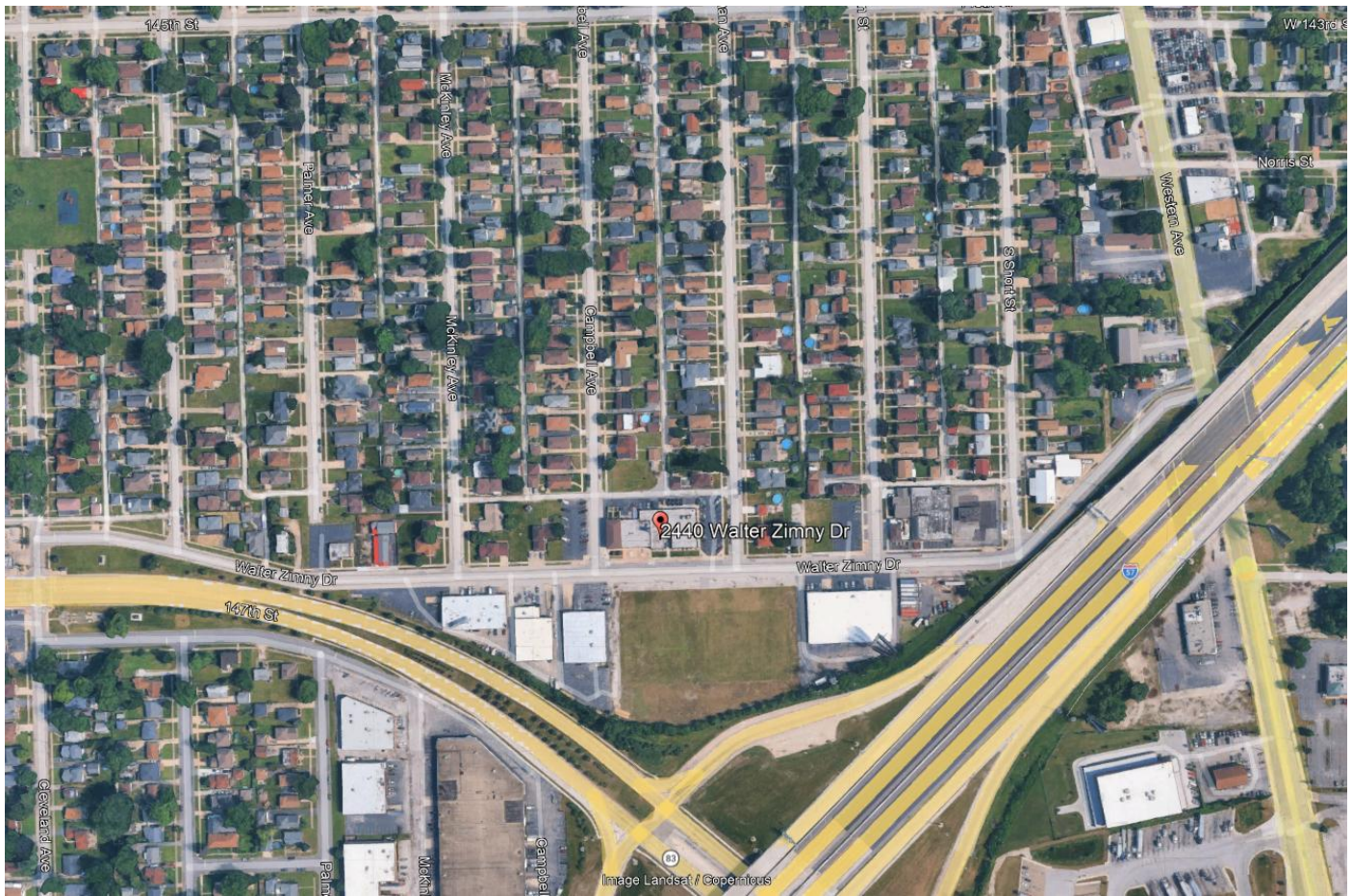
1) All work shall follow IDOT Standard Specifications for Road and Bridge Construction, adopted 1/1/22, unless modified below.

2) Material Specifications"

a) The Village of Posen would like to insulate and reinforce the existing section of membranous flat roofing on Village Hall, as well as all additional appurtenances associated therein. The full scope of required work would be as follows:

- i. Clean existing roof of all debris and dispose of it off-site
- ii. Provide deck repairs, if necessary. Please include a supplemental unit price per square in your bid for providing this work.
- iii. Install an Elevate 1.0" Isocyanurate roof insulation (or equivalent) to the existing deck.
- iv. Install an Elevate 60 mil TPO (or equivalent).
- v. Install flashings on all projections according to above manufacturer's specifications.
- vi. Supply and install a pitch pan at all through roof piping, which will then be flashed and filled with flexible sealant.
- vii. Supply and install walk pads at all roof top mechanical units.
- viii. Fabricate and install 24-gauge prefinished steel counter flashing (equivalent or better) around the perimeter parapet walls.
- ix. Fabricate and install 24-gauge prefinished steel (equivalent or better) scuppers.
- x. Please included the following minimum warranties along with your bid:
 1. 2-year contractor roofing guarantee
 2. 20-year manufacturer guarantee

Appendix 1: Location Map and Scope of Work



BID FORM

Completion of all site work at the Posen Village Hall Roof as shown on the attached plan sheet.

The undersigned bidder declares that he has examined the "Request for Proposals", the "Plan Set", and the "Specifications for Posen Village Hall Roof Reinforcement" and has informed himself of the conditions set forth therein. The Village of Posen reserves the right to waive any technicalities, and to reject any and all Proposals. Proposal price shall include everything noted in the "Specifications for Posen Village Hall Roof Reinforcement."

1. Posen Village Hall Roof Reinforcement, Complete Price \$ _____

2. Posen Village Hall Roof Deck Repair, if Needed Price/SF \$ _____

COMPLETION: Completion of the work will be made within _ calendar days from the date of the award.

Bid form completed by:

Company Name _____

Signed By _____

Business Address _____

Phone Number _____

Email Address _____

This bid form needs to be completely filled out. Any incomplete forms will be returned and not considered.