



Interoffice

# Memo

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**Date:** February 5, 2020

**To:** David Niemeyer, Village Manager  
Pat Carr, Assistant Village Manager

**From:** Terry Lusby, Jr., Facilities & Fleet Superintendent

**Subject:** Approve Service Contract: Industrial Roofing Services, Inc.

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Presented for February 11th, 2020/February 18, 2020 Public Works Committee/Board Meeting  
Agenda discussion and possible action:

**Description:**

Approve a service contract with Industrial Roofing Services, Inc. of Butler, Wisconsin for the quinquennial visual roof inspection of all Village Facilities. In general the scope of services includes:

1. Inspection of all Village Facilities roofs: Village Hall, Public Safety Building/Fire Station 1/46, Fire Station 2/47, Fire Station 3/48, Fire Station 4/49, Fire Training Building, Fire Garage, Police Station, Police Shooting Range, EMA Garage, Public Works, Public Works Annex, Public Works Salt Storage Shed, CRC Building, Oak Park Ave. Metra Train Station, 80<sup>th</sup> Ave. Metra Train Station, Pump House #1, Pump House #2, Post #3, Post #4, Post #5, and Post #6.
2. Roof plan drawings of all Village Facilities which will reflect all current field conditions.
3. Detailed reports of all Village Facilities current field conditions and photographs.
4. Detailed roofing recommendations for all Village Facilities, estimated costs, and annual budget summaries.

**Background:** Public Works is tasked with the proper upkeep of all Facilities roofing systems to optimize the longevity of our infrastructures and safeguard our roofs from early wear and tear. Continual routine preventive maintenance/inspections assures optimal roofing conditions and conserves the life span of vital Village owned infrastructure and equipment. For more than 34 years, Industrial Roofing Services has been serving municipalities and commercial businesses throughout the South Suburbs and Greater Chicagoland area. Industrial Roofing Services has utilized their extensive intricate knowledge of our roofing systems to assist us with avoiding wear, tear, and optimizing our roofing systems to operate at the most efficient levels.

The Village has contracted with Industrial Roofing Services for approximately the past 10 years and found them to perform all contracted services satisfactorily.

Budget / Finance: Funding is budgeted and available in the approved FY19 Budget; Municipal Buildings Fund.

Budget Available	12,000
<u>Contract Amount</u>	<u>12,000</u>
Difference – Over Budget	\$0

Staff Direction Request:

1. Approve a service contract with Industrial Roofing Services of Butler Wisconsin for the quinquennial visual roof inspection of all Village Facilities in the amount of \$12,000.
2. Direct staff as necessary.



**IRS**

**Industrial Roofing Services, Inc.**

13000 West Silver Spring Drive

Butler, Wisconsin 53007

Phone: (262) 432-0500

Fax: (262) 432-0504

[www.irsroof.com](http://www.irsroof.com)

**Proposal for**

**VISUAL ROOF SURVEYS**

**of the**

**ATTACHED FACILITY LIST**

Submitted by

DAVE ANGOVE

Prepared for

Mr. Terry Lusby, Jr.

Village of Tinley Park  
16250 S. Oak Park Avenue  
Tinley Park, IL 60477

August 13, 2019

August 13, 2019

Mr. Terry Lusby, Jr.  
Village of Tinley Park  
16250 S. Oak Park Avenue  
Tinley Park, IL 60477

**Subject: Proposal for Visual Roof Surveys of the facilities listed on the Attached Facility List**

Dear Mr. Lusby, Jr.:

Industrial Roofing Services, Inc. is pleased to submit the following proposal to perform Visual Roof Surveys of each roof area of those facilities listed on the attached Facility List. These surveys and their accompanying summaries will provide you with the information necessary to plan required roofing work during the next five (5) years, creating a roof management program to facilitate proactive asset management practices that result in reduced life-cycle costs of new and existing roof systems.

In addition to a hard copy report, the results of these surveys will be available for your review through a secure client login via our Online Asset Management Program at [www.irsroof.com](http://www.irsroof.com). Secure, web-based access to the information gathered during this survey, along with our observations and recommendations, provide easy access to all information necessary to effectively manage your roof assets.

IRS shall supply all services necessary to provide the following information:

**Roof Plan Drawing:** IRS will provide a CAD-generated roof plan of each facility to identify individual roof areas and determine total square footage for the purpose of establishing budgets. All perimeters will be shown on the plan.

**Roof Conditions and Photographs:** IRS will examine each roof system's general appearance to analyze flashing conditions, membrane surface conditions, general drainage characteristics, excessive traffic patterns, etc., and to identify the presence of any contaminants and/or previous repairs. The adjoining building walls will also be examined for conditions that could affect the performance of the roof system. Conditions of each roof area will be confirmed and documented with photographs.

**Recommendations and Estimated Costs:** Based on the existing construction and conditions of each roof area, IRS will establish recommendations and estimated costs for all roofing work that may be required during the current or upcoming year.

**Annual Budget Summary:** The recommendations and budgets will be compiled into a summary for any necessary maintenance and capital roofing expenditures over the next seven (7) years.

Mr. Lusby, Jr.  
August 13, 2019  
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**FEES**

Industrial Roofing Services, Inc. shall provide the above-described services for each of the Twenty (20) facilities listed on the attached Facility List for the lump sum fee of Twelve Thousand Dollars (\$12,000.00).

**AUTHORIZATION**

To acknowledge acceptance of this proposal, please return a signed copy of the Authorization page with any paperwork (i.e. a purchase order or signed contract) to our corporate headquarters:

Industrial Roofing Services, Inc.  
13000 West Silver Spring Drive  
Butler, WI 53007  
Fax: (262) 432-0504

Upon receipt of a purchase order or signed contract, we will enter the information in our system and schedule the work to be completed.

Should you have any questions regarding this proposal, please do not hesitate to call. We appreciate this opportunity and look forward to working with you on this project.

Sincerely yours,  
INDUSTRIAL ROOFING SERVICES, INC.

*Dave Angove*

Dave Angove  
Project Manager

**Acknowledged by:**

*Dave Angove*      *V. Lopez*

Name

Title

Date: \_\_\_\_\_

## FACILITY LIST

Site Name	Site Address	Survey Cost
7990 W. 183rd Street	7990 W. 183 <sup>rd</sup> Street	\$600
80th Avenue Train Station	18001 South 80 <sup>th</sup> Avenue	\$600
CRC Building	18241 80 <sup>th</sup> Avenue	\$600
DPW Garage / Post 10	7980 West 183 <sup>rd</sup> Street	\$600
ESDA	7780 183 <sup>rd</sup> Street	\$600
Fire Dept Training Facility	7800 W. 183 <sup>rd</sup> Street	\$600
Fire Station #1/Public Safety Building (Post 12)	17355 68 <sup>th</sup> Court	\$600
Fire Station #2	7825 167 <sup>th</sup> Street	\$600
Fire Station #3	9191 West 175 <sup>th</sup> Street	\$600
Fire Station #4	7801 West 191 <sup>st</sup> Street	\$600
Oak Park Avenue Train Station	17381 South Oak Park Avenue	\$600
Police Department	7850 West 183 <sup>rd</sup> Street	\$600
Police Department Firing Range	17373 69 <sup>th</sup> Ave.	\$600
Post 1 (Pump House)	6640 West 167 <sup>th</sup> Street	\$600
Post 2	18301 South Ridgeland Avenue	\$600
Post 3	7350 175 <sup>th</sup> Street	\$600
Post 5	171 <sup>st</sup> Street & 80 <sup>th</sup> Avenue	\$600
Post 6 (Lift Station)	16296 South 84 <sup>th</sup> Avenue	\$600
Salt Storage Shed	7980 W. 183 <sup>rd</sup> Street	\$600
Village Hall	16250 South Oak Park Avenue	\$600
<b>TOTAL</b>		<b>\$12,000</b>