

CITY OF COOS BAY URBAN RENEWAL AGENCY
Agenda Staff Report

MEETING DATE June 21, 2016	AGENDA ITEM NUMBER
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TO: Chair Jennifer Groth and Board Members

FROM: Randy Dixon, Operations Administrator
 Jim Hossley, Director of Public Works *JH*

THROUGH: Rodger Craddock, City Manager *RC*

ISSUE: Coos Art Museum Roof Replacement

BACKGROUND:

The City recently advertised (Bid Out) to have the roof replaced on the Coos Art Museum with a **60 mil (0.060-inch-thick) PVC membrane flat roof system**. The City received a bid from one qualified bidder, Evergreen Roofing of Oregon. Staff checked the contractor's references, all of whom gave positive feedback regarding Evergreen Roofing of Oregon's ability to perform the work as outlined in the attached scope of work. The budget to replace Coos Art Museum roof is \$100,000.

CONTRACTOR	AMOUNT
Evergreen Roofing of Oregon	\$67,414.00

ADVANTAGES:

The completion of this project will enhance our downtown area and prevent any roof leaks that could potentially damage art displays and paintings.

DISADVANTAGES:

None

BUDGET IMPLICATIONS:

The Agency budgeted \$100,000 in the URA Downtown Capital Projects Fund (GL #57-940-530-3135)

RECOMMENDATION:

If please the Agency, approve the award of the Coos Art Museum re-roofing contract to Evergreen Roofing of Oregon for a bid amount not to exceed \$67,414.00, and authorize the City

Manager to sign the contract.

ATTACHMENT:

Coos Art Museum scope of work for roof replacement.

City of Coos Bay Coos Art Museum Roof Replacement Scope

PROJECT SCOPE

A. **Purpose:** The intent of this document is to provide interested vendors with sufficient information to enable them to prepare and submit proposals for consideration by the City of Coos Bay installation of a Firestone EPDM fully adhered roofing system using 60-mil membrane or equal to at the City's "Art Museum" Located at; 235 Anderson Avenue, Coos Bay, Oregon 97420. The term of the contract will be from the execution of a contract until 90 days thereafter.

B. **Scope of Work:** The scope of services will include all labor, services, materials and products to install a Firestone EPDM fully adhered roofing system using 60-mil membrane as follows:

- 1) Remove all abandoned mechanical equipment and properly cover/repair resulting holes.
- 2) Remove asphalt sealant, wash roof to remove surface contamination and loose sealants.
- 3) Install EPDM fully adhered roof system using 60-mil membrane over the insulation substrate utilizing manufacturer recommended installation protocols.
- 4) All seams are to be assembled with seam tape in accordance with the manufacturer recommendations and guidelines.
- 5) Prefabricated boots will be used to flash plumbing stacks.
- 6) Roof walkway pads will be provided at the roof hatch and/or ladder locations, and under any freestanding mechanical equipment.
- 7) Installation of new metal gravel-stop and drip edge using 24-gauge pre-finished sheet metal, color to be selected by owner from manufacturer's standard colors.
- 8) All gutter laps and downspout outlets are to be cleaned and stripped in with uncured flashing.
- 9) Existing metal gutters and downspouts are to remain in place.
- 10) Minimum 2-year labor warranty and a 20-year minimum manufacturer material warranty.
- 11) Specify pre-cautionary procedures, and recommendation for consideration to assist the City in most disruptive manner of performing services without displacing building occupants.
- 12) Must remove all scrap, litter and debris resulting from the specified project herein and leave work and premises in clean and satisfactory condition (daily) or until completed.
- 13) Provide roofing material submittal with your bid.

14) Onsite inspection will be provided on May 2, 2016, please confirm your attendance by email to; ppatton@coosbay.org

PROTECTION:

- All necessary steps shall be taken to protect the public, Contractor's employees and any property from damage while the work is being performed.
- Provide sufficient barricades and signs as needed during membrane roof installation.
- Provide adequate fall protection per (OSHA requirements)
- Right-of-Way permits will be obtained by the City, as well as, any permit(s) needed.