



LAKE COUNTY FOREST PRESERVES  
www.LCFPD.org

Preservation, Restoration, Education and Recreation

**DATE:** October 1, 2018

**MEMO TO:** Craig Taylor, Chair  
Operations Committee

**Agenda Item#** 9.11

S. Michael Rummel, Chair  
Finance Committee

**FROM:** James E. Ballowe  
Director of Facilities

**RECOMMENDATION:** Recommend approval of a Resolution Awarding a Contract for Replacement of the Visitor Center Flat Roof at Independence Grove Forest Preserve to Metalmaster Roofmaster, Inc., McHenry, Illinois, in the Contract Price of \$67,103.44.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability

**FINANCIAL DATA:** Installation of the roof replacement at the Independence Grove Visitor Center was funded as part of the Board approved FY2018-2019 CIP Budget for Facility and Infrastructure Improvements. The project was budgeted in the amount of \$100,000.00 and, the actual cost of \$67,103.44, will be charged to account number 20104100-803200-60022.

Five bids were received. The bid submitted by Weatherguard Roofing Company, Elgin, Illinois, did not include commitment letters for insurance and bonds (labor and material payment bond and performance bond). Therefore, staff recommends that its bid be rejected. After reviewing the bids and relevant information, including references, staff recommends that Metalmaster Roofmaster, Inc., be awarded the contract as the lowest responsible bidder for the project.

**BACKGROUND:** The new roof will replace the existing roof at the Independence Grove Visitor Center. That roof is approximately 18 years old and has begun to show signs of failure.

**REVIEW BY OTHERS:** Chief Operations Officer, Director of Finance, Purchasing Manager, Corporate Counsel

STATE OF ILLINOIS )  
  ) SS  
COUNTY OF LAKE )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
REGULAR OCTOBER MEETING  
OCTOBER 9, 2018**

**MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:**

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present herewith "A Resolution Awarding a Contract for the Visitor Center Flat Roof Replacement at Independence Grove Forest Preserve to Metalmaster Roofmaster, Inc." and request its approval.

**OPERATIONS COMMITTEE:**

Date: 10/1/18  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_  
 Voice Vote Majority Ayes; Nays: 0

**FINANCE COMMITTEE:**

Date: 10/4/18  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_  
 Voice Vote Majority Ayes; Nays: 0

**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING A CONTRACT FOR THE VISITOR CENTER  
FLAT ROOF REPLACEMENT AT INDEPENDENCE GROVE FOREST PRESERVE  
TO METALMASTER ROOFMASTER, INC.**

**WHEREAS**, the Lake County Forest Preserve District (the "District") has advertised in The Lake County News Sun for sealed bids for the Visitor Center Flat Roof Replacement at Independence Grove Forest Preserve (the "Work"); and

**WHEREAS**, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on August 23, 2018 at 10:00 a.m.; and

**WHEREAS**, bids were received in the following amounts from the following bidders:

	<u><b>TOTAL BID</b></u>
Weatherguard Roofing Company., Elgin, IL	\$ 63,419.84
Metalmaster Roofmaster, Inc., McHenry, IL	\$ 67,103.44
Master Project, Inc., Chicago, IL	\$ 78,200.00
Seal Tight Exteriors, Inc., Steger, IL	\$ 71,820.40
L. Marshall, Inc., Glenview, IL	\$114,910.24;

and

**WHEREAS**, the Board of Commissioners hereby finds that the bid submitted by Weatherguard Roofing Company is not a responsive bid for the Work; and

**WHEREAS**, the District's staff, the Purchasing Manager, the Director of Facilities, and the Operations and Finance Committees have reviewed the bids and recommend that the Board of Commissioners find Metalmaster Roofmaster, Inc. to be the lowest responsible bidder and award a contract for the Work to Metalmaster Roofmaster, Inc. (the "Contract"); and

**WHEREAS**, the Board of Commissioners hereby finds that Metalmaster Roofmaster, Inc., is the lowest responsible bidder for the Work;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois THAT:

Section 1: Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2: Rejection of Low Bid. The bid submitted by Weatherguard Roofing Company is hereby rejected.

Section 3: Award of Contract. The bid submitted by Metalmaster Roofmaster, Inc. in the amount of \$67,103.44 (the "Contract Price") is hereby accepted and a Contract for the Work is hereby awarded to Metalmaster Roofmaster, Inc.

Section 4: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Work in the amount of the Contract Price.

Section 5: Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 6: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

AYES:

NAYS:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Ann B. Maine, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_\_