



WARREN COUNTY R-III SCHOOL DISTRICT

REQUEST FOR BID

Warren County R-III School District
385 West Vétérans Mémorial Parkway
Warrenton, Missouri 63383
636-456-6901, 636-456-7687 FAX

Date: **May 5, 2020**

PROPOSED WORK OR MATERIALS TO BE FURNISHED

Bids for the work or materials described below will be received at the Office of the Superintendent of Schools, Warrenton, Missouri. All bids must be sealed and plainly marked on the outside of the envelope as follows:
"ATTENTION: Middle School Roof Project #6

Bids will be received up to 9:00 a.m. on **June 2, 2020**. The bids will be opened publicly at the Warren County R-III School District Central Office. You are invited to attend the opening of proposals at that time, if you desire. The proposals will be analyzed and a recommendation will be made to the Board of Education at the meeting on **June 11, 2020**. The contract, if awarded, will be to the best lowest bidder, provided he/she furnishes the Board with satisfactory evidence of his/her ability to perform the work or to furnish satisfactory materials called for. The Board of Education reserves the right to reject any or all bids if it deems it for the interest of the school district to do so. The Board of Education reserves the right to waive any irregularities in the bidding process. The entire work called for or materials to be furnished in this bid must be completed as per the attached bid specifications.

Mandatory pre-bid walk thru scheduled for May 26, 2020 at 9:00 a.m. Please meet with John Chandler at Black Hawk Middle School, 302 Kuhl Avenue in Warrenton.

Projects must be bid using **current prevailing wage labor rates**. **Not less** than the prevailing hourly rate of wages, as set out in the wage order attached to and made part of the specification for work under the contract, **shall** be paid to all workers performing work under the contract. A copy of the most current prevailing wage order will accompany bid specifications. It is the responsibility of the bidder to fully comply with prevailing wage rates in the bidding process and to provide wage records to verify compliance during and following the project completion. "The contractor will forfeit a penalty to the contracting public body of \$100 per day (or portion of a day) for each worker that is paid less than the prevailing rate for any work done under the contract by the contractor or by any subcontractor." (Section 290.250, RSMo). As a condition for the award of any contract (for services) or grant in excess of \$5,000 by the state, the State Contractor must execute documentation (including sworn affidavit) verifying enrollment and participation in **E-Verify** for employees working on contracted services. A sample affidavit will accompany bid specifications. "The contractor and all subcontractors to the contract must require all on site employees to complete the ten-hour construction safety program required under Section 292.675. RSMo, unless they have previously completed the program and have documentation of doing so." The contractor will forfeit a penalty to the contracting body of \$2500 plus an

cont.

additional \$100 for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training” (Section 292.675. RSMo)

Bidders must submit individual prices for each project and alternate project component.

Bid price must include all demolition, removal and disposal of old materials as well as installation of new materials.

All miscellaneous costs necessary to complete the project as specified must be included in the bid price.

All deliveries must have a bill or invoice signed by a school official at the time of delivery for record on material received. Upon acceptance of the completed project, receipt of lien waivers from suppliers and completed wage order form; invoices will be submitted to the Board of Education for approval at the regular monthly meeting (the second Thursday of each month). Payment will be available on or about the 23rd of the month.

Bidders may be requested to provide references from similar projects completed in the past.

Any questions concerning the project should be directed to John Chandler at 636-456-6901.

ITEM AND SPECIFICATIONS

SEE ATTACHED BID SPECIFICATIONS

Bidder will be responsible for hauling off all debris.

We hereby agree to furnish the above named articles or do the work described at the price stated within the delivery time allotted, and that quantity and quality will be in performance to specifications.

Name of Firm _____ By _____

Address _____ Official Capacity _____

_____ Date _____

Phone Number _____



WARREN COUNTY R-III SCHOOL DISTRICT

“Middle School Roof Project #6”

INSTRUCTIONS TO BIDDERS

May 5, 2020

BID FORMS

- A. Submit bids on specific bid forms included with documents, or issued by Addendum.
- B. Fill in all blanks on the bid form with a typewriter or printed manually in ink.
- C. Where so indicated by the makeup of the bid form, write sums in both words and figures. In case of discrepancy between the two, the amount written in words shall govern.
- D. The signer of the bid must initial any interlineations, alteration, or erasure.
- E. The bid shall include the legal name of the bidder and a statement that the bidder is a sole proprietor, a partnership, a corporation, or some other legal entity.
 - 1. A bid shall be signed by the person or persons legally authorized to bind the bidder to a contract.
 - 2. A bid by a corporation shall further give the state of incorporation and have the corporate seal affixed.
 - 3. A bid submitted by an agent shall have a current power of attorney attached certifying the agent’s authority to bind the bidder.
- F. The bidder shall make no additional stipulations on, or with, the bid form to qualify his Bid in any manner.
- G. The Bidder shall take into account in preparing the bid the Wage Rate Determination received from the State of Missouri Division of Labor Standards which is applicable to this Project and to which the successful Contractor must comply under the provisions of Section 290.220 RSMo. Furthermore, under Federally funded projects, the Bidder must comply with the higher wage rates of the Missouri Prevailing Wage Law or the Davis-Bacon Federal Wage Law.

Cont.

Cont.

PHOTO DOCUMENTATION:

- H. Photos of all operations including before, during, and after excavating along with the completion of construction **MUST** be submitted in order to receive payment.

PERMITS:

- I. Any permits (if needed) are the sole responsibility of the contractor.

FINAL PAYMENT:

- J. The contractor is responsible for any damage to the school facilities during this project, i.e. concrete, asphalt, curbing, etc. Prior to final payment the contractor and school representative will go over any damaged areas. Final payment will be held until all areas are repaired.
- K. Photos must be submitted for final payment.



WARREN COUNTY R-III SCHOOL DISTRICT

REQUIRED BID ATTACHMENTS

QUALIFICATION STATEMENT

- A. Competency and responsibility of bidders and ability to complete the work on time and at quality level shown and specified will be considered in awarding contracts.
1. List similar school projects and describe measures taken to facilitate scheduling, management, and coordination of the projects.
- B. Bidders are required to complete the “References and Experience” which is included in the bid forms.
1. Failure to complete the statement may be cause for rejection of the bid.

ASSURANCE OF BONDING

- A. Attach a letter from the Surety stating that if awarded the contract for the amount of the bid, the surety will execute a performance bond and a material and labor payment bond for 100% of the amount of the contract.
1. Failure to submit the letter will be cause for rejection of the bid.

BID SECURITY

- A. Bids must be accompanied by a cashier’s or certified check or a bid bond in an amount equal to at least 5% of the total amount of the bid.
1. Check or bid bond shall be payable to Board of Education, Warren County R-III School District, and enclosed in the envelope with the bid.
 2. If a bid bond is submitted, the attorney-in-fact who executes the bond on behalf of the surety shall affix a certified and current copy of his power of attorney.
- B. The owner will have the right to retain the bid security of bidders to whom an award is being considered until either:
1. The contract has been executed and bonds have been furnished; or
 2. The specified time has elapsed so that bids may be withdrawn, or all bids have been rejected.

INVESTIGATION AND INTERPRETATION

- A. Submittal of a bid shall be evidence that the bidder has visited the site at which the work is to be performed, noted existing conditions and correlated his observations with the requirements of the contract documents. Site visit must be documented by the district’s Maintenance Director.

Cont.

Cont.

- B. Submittal of a bid shall be evidence that the bidder has read the contract documents and has based his bid in strict accordance therewith.
 - 1. Should a bidder find discrepancies, errors, or omissions in the contract documents, or should there be any doubt as to their meaning, the bidder shall notify the district at least seven days prior to bid opening date.
- C. Bidders shall use complete sets of bidding documents in preparing bids. The owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents.

TAXES

- A. Include all applicable taxes except Missouri sales tax for which the owner is exempt as described in Section 01025, Measurement and Payment.

BID SUBMITTAL

- A. Enclose copies of the bid, the bid security, and other required documents with the bid in a sealed opaque envelope.
 - 1. Address the envelope to:
Warren County R-III School District
385 West Veterans Memorial Parkway
Warrenton, Missouri 63383

Mark on the envelope “**Middle School Roof Project #6**”

Include bidder’s name and address.
 - 2. If the bid is sent by mail, enclose the sealed envelope in a separate mailing envelope with the notation “SEALED BID ENCLOSED” on the face thereof.
- B. Deposit bids at the Office of the Superintendent of Schools, 385 West Veterans Memorial Parkway, Warrenton, Missouri 63383, by the time stated in the advertisement or invitation to bid.
 - 1. Bids received after the time and date for receipt of bids will be returned unopened.
- C. The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of bids.
- D. Oral, telephonic, or telegraphic bids, or modifications to bids, are invalid and will not receive consideration.
- E. A bid may not be modified, withdrawn or canceled by the bidder during the stipulated time period following the time and date designated for the receipt of bids, and each bidder so agrees in submitting his bid.

Cont.

Cont.

OPENING OF BIDS

A. Properly identified bids will be opened publicly at the time and place specified above for receipt of bids.

REJECTION OF BIDS

A. The owner shall have the right to reject any or all bids and to reject a bid not accompanied by any required bid security or by other data required by the bidding document, or to reject a bid that is in any way incomplete or irregular.



WARREN COUNTY R-III SCHOOL DISTRICT

PROJECT DESCRIPTION

“Middle School Roof Project #6”

BIDDER INFORMATION

Name of Bidder _____

Address of Bidder _____

Authorized Officer _____

Title _____

Telephone Number _____

If sole owner, give name of firm _____

If corporation, in what state incorporated _____

If partnership, give names of partners _____



WARREN COUNTY R-III SCHOOL DISTRICT

BID FORM

BOARD OF EDUCATION
WARREN COUNTY R-III SCHOOL DISTRICT
WARRENTON, MISSOURI

Ladies and Gentlemen:

The undersigned hereby proposes and agrees to furnish all labor, material, equipment, etc., and to perform all work required for the construction and completion of the “**Middle School Roof Project #6**” for the Warren County R-III School District, Warrenton, Missouri, in strict accordance with plans and specifications dated **May 5, 2020**, as prepared by the district.

All labor, material for the project: Middle School Roof Project #6

Bid Price \$ _____

Alternate Bid #1 All labor, material for the project including Densdeck Prime Roof Board: Middle School Roof Project #6.

Special requirement. State the number of calendar days to complete the project.

_____ days

Special requirement. Assurance of Bonding is included.

_____ yes _____ no

Attachment A

References and Experience

Each Bidder must submit a minimum of three references, preferably from educational institutions. Each reference must be presently using the services similar to those requested in this RFP in both quality and quantity. No reference may be an affiliate of the Bidder or the Bidder's officers, directors, shareholders or partners.

**LIST CURRENT CONTRACTS FOR SCHOOLS AND GOVERNMENTAL AGENCIES:
INCLUDE CONTACTS, AND TELEPHONE NUMBERS FOR EACH REFERENCE. USE
ADDITIONAL PAGES FOR ADDITIONAL CONTRACTS:**

1) Company Name: _____

Business Address: _____

Name/Title of Contact: _____

Phone Number of Contact: _____ E-Mail Address: _____

Contract Length: _____ Contract Value: _____

2) Company Name: _____

Business Address: _____

Name/Title of Contact: _____

Phone Number of Contact: _____ E-Mail Address: _____

Contract Length: _____ Contract Value: _____

3) Company Name: _____

Business Address: _____

Name/Title of Contact: _____

Phone Number of Contact: _____ E-Mail Address: _____

Contract Length: _____ Contract Value: _____



MISSOURI DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
DIVISION OF LABOR STANDARDS

**AFFIDAVIT
COMPLIANCE WITH THE PREVAILING WAGE LAW**

Before me, the undersigned Notary Public, in and for the County of _____, State of _____, personally came and appeared (name and title) _____ of the (name of company) _____ (a corporation) (a partnership) (a proprietorship) and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 290, Sections 290.210 through and including 290.340, RSMo, pertaining to the payment of wages to workers employed on public works projects have been fully satisfied and, when in effect, the requirements of Sections 290.550 through 290.580, RSMo pertaining to excessive unemployment were fully satisfied. There has been no exception to the full and complete compliance with said provisions and requirements with Annual Wage Order No. _____ Section _____ issued by the Missouri Division of Labor Standards (name of project) _____ located at (name of institution) _____ in _____ County, Missouri, and completed on the _____ day of _____, _____.

Signature

Subscribed and sworn to me this _____ day of _____, _____.
My commission expires _____, _____.

Notary Public

FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM

Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

Accordingly, your company:

a) agrees to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of its contract with the District;

b) affirms it is enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;

c) affirms that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;

d) affirms you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;

e) agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;

f) agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and

g) agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By: _____ (signature)

Printed Name and Title: _____

For and on behalf of: _____ (company name)

EXHIBIT A

FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, _____, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.

2. I am employed by _____ (hereinafter "Company") and have authority to issue this affidavit on its behalf.

3. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.

4. Company does not knowingly employ any person who is an unauthorized alien in connection with the services Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: _____ (individual signature)

For _____ (company name)

Title: _____

Subscribed and sworn to before me on this _____ day of _____, 200____.

NOTARY PUBLIC

My commission expires:

Instructions

Read all instructions carefully before completing this form.

Anti-Discrimination Notice. It is illegal to discriminate against any individual (other than an alien not authorized to work in the United States) in hiring, discharging, or recruiting or referring for a fee because of that individual's national origin or citizenship status. It is illegal to discriminate against work-authorized individuals. Employers **CANNOT** specify which document(s) they will accept from an employee. The refusal to hire an individual because the documents presented have a future expiration date may also constitute illegal discrimination. For more information, call the Office of Special Counsel for Immigration Related Unfair Employment Practices at 1-800-255-8155.

What Is the Purpose of This Form?

The purpose of this form is to document that each new employee (both citizen and noncitizen) hired after November 6, 1986, is authorized to work in the United States.

When Should Form I-9 Be Used?

All employees, citizens, and noncitizens hired after November 6, 1986, and working in the United States must complete Form I-9.

Filling Out Form I-9

Section 1, Employee

This part of the form must be completed no later than the time of hire, which is the actual beginning of employment. Providing the Social Security Number is voluntary, except for employees hired by employers participating in the USCIS Electronic Employment Eligibility Verification Program (E-Verify). **The employer is responsible for ensuring that Section 1 is timely and properly completed.**

Noncitizen Nationals of the United States

Noncitizen nationals of the United States are persons born in American Samoa, certain former citizens of the former Trust Territory of the Pacific Islands, and certain children of noncitizen nationals born abroad.

Employers should note the work authorization expiration date (if any) shown in **Section 1**. For employees who indicate an employment authorization expiration date in **Section 1**, employers are required to reverify employment authorization for employment on or before the date shown. Note that some employees may leave the expiration date blank if they are aliens whose work authorization does not expire (e.g., asylees, refugees, certain citizens of the Federated States of Micronesia or the Republic of the Marshall Islands). For such employees, reverification does not apply unless they choose to present

in Section 2 evidence of employment authorization that contains an expiration date (e.g., Employment Authorization Document (Form I-766)).

Preparer/Translator Certification

The Preparer/Translator Certification must be completed if **Section 1** is prepared by a person other than the employee. A preparer/translator may be used only when the employee is unable to complete **Section 1** on his or her own. However, the employee must still sign **Section 1** personally.

Section 2, Employer

For the purpose of completing this form, the term "employer" means all employers including those recruiters and referrers for a fee who are agricultural associations, agricultural employers, or farm labor contractors. Employers must complete **Section 2** by examining evidence of identity and employment authorization within three business days of the date employment begins. However, if an employer hires an individual for less than three business days, **Section 2** must be completed at the time employment begins. Employers cannot specify which document(s) listed on the last page of Form I-9 employees present to establish identity and employment authorization. Employees may present any List A document **OR** a combination of a List B and a List C document.

If an employee is unable to present a required document (or documents), the employee must present an acceptable receipt in lieu of a document listed on the last page of this form. Receipts showing that a person has applied for an initial grant of employment authorization, or for renewal of employment authorization, are not acceptable. Employees must present receipts within three business days of the date employment begins and must present valid replacement documents within 90 days or other specified time.

Employers must record in Section 2:

1. Document title;
2. Issuing authority;
3. Document number;
4. Expiration date, if any; and
5. The date employment begins.

Employers must sign and date the certification in **Section 2**. Employees must present original documents. Employers may, but are not required to, photocopy the document(s) presented. If photocopies are made, they must be made for all new hires. Photocopies may only be used for the verification process and must be retained with Form I-9. **Employers are still responsible for completing and retaining Form I-9.**

For more detailed information, you may refer to the *USCIS Handbook for Employers (Form M-274)*. You may obtain the handbook using the contact information found under the header "USCIS Forms and Information."

Section 3, Updating and Reverification

Employers must complete **Section 3** when updating and/or reverifying Form I-9. Employers must reverify employment authorization of their employees on or before the work authorization expiration date recorded in **Section 1** (if any). Employers **CANNOT** specify which document(s) they will accept from an employee.

- A.** If an employee's name has changed at the time this form is being updated/reverified, complete Block A.
- B.** If an employee is rehired within three years of the date this form was originally completed and the employee is still authorized to be employed on the same basis as previously indicated on this form (updating), complete Block B and the signature block.
- C.** If an employee is rehired within three years of the date this form was originally completed and the employee's work authorization has expired **or** if a current employee's work authorization is about to expire (reverification), complete Block B; and:
 - 1. Examine any document that reflects the employee is authorized to work in the United States (see List A **or** C);
 - 2. Record the document title, document number, and expiration date (if any) in Block C; and
 - 3. Complete the signature block.

Note that for reverification purposes, employers have the option of completing a new Form I-9 instead of completing **Section 3**.

What Is the Filing Fee?

There is no associated filing fee for completing Form I-9. This form is not filed with USCIS or any government agency. Form I-9 must be retained by the employer and made available for inspection by U.S. Government officials as specified in the Privacy Act Notice below.

USCIS Forms and Information

To order USCIS forms, you can download them from our website at www.uscis.gov/forms or call our toll-free number at 1-800-870-3676. You can obtain information about Form I-9 from our website at www.uscis.gov or by calling 1-888-464-4218.

Information about E-Verify, a free and voluntary program that allows participating employers to electronically verify the employment eligibility of their newly hired employees, can be obtained from our website at www.uscis.gov/e-verify or by calling 1-888-464-4218.

General information on immigration laws, regulations, and procedures can be obtained by telephoning our National Customer Service Center at 1-800-375-5283 or visiting our Internet website at www.uscis.gov.

Photocopying and Retaining Form I-9

A blank Form I-9 may be reproduced, provided both sides are copied. The Instructions must be available to all employees completing this form. Employers must retain completed Form I-9s for three years after the date of hire or one year after the date employment ends, whichever is later.

Form I-9 may be signed and retained electronically, as authorized in Department of Homeland Security regulations at 8 CFR 274a.2.

Privacy Act Notice

The authority for collecting this information is the Immigration Reform and Control Act of 1986, Pub. L. 99-603 (8 USC 1324a).

This information is for employers to verify the eligibility of individuals for employment to preclude the unlawful hiring, or recruiting or referring for a fee, of aliens who are not authorized to work in the United States.

This information will be used by employers as a record of their basis for determining eligibility of an employee to work in the United States. The form will be kept by the employer and made available for inspection by authorized officials of the Department of Homeland Security, Department of Labor, and Office of Special Counsel for Immigration-Related Unfair Employment Practices.

Submission of the information required in this form is voluntary. However, an individual may not begin employment unless this form is completed, since employers are subject to civil or criminal penalties if they do not comply with the Immigration Reform and Control Act of 1986.

Paperwork Reduction Act

An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 12 minutes per response, including the time for reviewing instructions and completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Management Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, DC 20529-2210. OMB No. 1615-0047. **Do not mail your completed Form I-9 to this address.**

Department of Homeland Security
U.S. Citizenship and Immigration Services

Form I-9, Employment Eligibility Verification

Read instructions carefully before completing this form. The instructions must be available during completion of this form.

ANTI-DISCRIMINATION NOTICE: It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because the documents have a future expiration date may also constitute illegal discrimination.

Section 1. Employee Information and Verification *(To be completed and signed by employee at the time employment begins.)*

Print Name: Last	First	Middle Initial	Maiden Name
Address (Street Name and Number)		Apt. #	Date of Birth (month/day/year)
City	State	Zip Code	Social Security #

I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.

I attest, under penalty of perjury, that I am (check one of the following):

- A citizen of the United States
- A noncitizen national of the United States (see instructions)
- A lawful permanent resident (Alien #) _____
- An alien authorized to work (Alien # or Admission #) _____ until (expiration date, if applicable - month/day/year)

Employee's Signature	Date (month/day/year)
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Preparer and/or Translator Certification *(To be completed and signed if Section 1 is prepared by a person other than the employee.) I attest, under penalty of perjury, that I have assisted in the completion of this form and that to the best of my knowledge the information is true and correct.*

Preparer's/Translator's Signature	Print Name
Address (Street Name and Number, City, State, Zip Code)	Date (month/day/year)

Section 2. Employer Review and Verification *(To be completed and signed by employer. Examine one document from List A OR examine one document from List B and one from List C, as listed on the reverse of this form, and record the title, number, and expiration date, if any, of the document(s).)*

List A	OR	List B	AND	List C
Document title: _____		_____		_____
Issuing authority: _____		_____		_____
Document #: _____		_____		_____
Expiration Date (if any): _____		_____		_____
Document #: _____		_____		_____
Expiration Date (if any): _____		_____		_____

CERTIFICATION: I attest, under penalty of perjury, that I have examined the document(s) presented by the above-named employee, that the above-listed document(s) appear to be genuine and to relate to the employee named, that the employee began employment on (month/day/year) _____ and that to the best of my knowledge the employee is authorized to work in the United States. (State employment agencies may omit the date the employee began employment.)

Signature of Employer or Authorized Representative	Print Name	Title
Business or Organization Name and Address (Street Name and Number, City, State, Zip Code)		Date (month/day/year)

Section 3. Updating and Reverification *(To be completed and signed by employer.)*

A. New Name (if applicable)	B. Date of Rehire (month/day/year) (if applicable)
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C. If employee's previous grant of work authorization has expired, provide the information below for the document that establishes current employment authorization.

Document Title: _____ Document #: _____ Expiration Date (if any): _____

I attest, under penalty of perjury, that to the best of my knowledge, this employee is authorized to work in the United States, and if the employee presented document(s), the document(s) I have examined appear to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative	Date (month/day/year)
--	-----------------------

LISTS OF ACCEPTABLE DOCUMENTS

All documents must be unexpired

LIST A

**Documents that Establish Both
Identity and Employment
Authorization**

LIST B

**Documents that Establish
Identity**

LIST C

**Documents that Establish
Employment Authorization**

OR

AND

1. U.S. Passport or U.S. Passport Card	1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	1. Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)		2. Certification of Birth Abroad issued by the Department of State (Form FS-545)
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa	2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	3. Certification of Report of Birth issued by the Department of State (Form DS-1350)
4. Employment Authorization Document that contains a photograph (Form I-766)	3. School ID card with a photograph	4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
5. In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form	4. Voter's registration card	
	5. U.S. Military card or draft record	5. Native American tribal document
	6. Military dependent's ID card	
	7. U.S. Coast Guard Merchant Mariner Card	6. U.S. Citizen ID Card (Form I-197)
	8. Native American tribal document	
9. Driver's license issued by a Canadian government authority	7. Identification Card for Use of Resident Citizen in the United States (Form I-179)	
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI	For persons under age 18 who are unable to present a document listed above:	8. Employment authorization document issued by the Department of Homeland Security
	10. School record or report card	
	11. Clinic, doctor, or hospital record	
	12. Day-care or nursery school record	

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274)

Missouri

Division of Labor Standards

WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

Annual Wage Order No. 26

Section 113
WARREN COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Taylor Burks, Director
Division of Labor Standards

Filed With Secretary of State: _____ **March 8, 2019**

Last Date Objections May Be Filed: **April 8, 2019**

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	** Date of Increase	Basic Hourly Rates
Asbestos Worker		\$62.90
Boilermaker		\$22.23*
Bricklayer		\$56.02
Carpenter		\$55.57
Lather		
Linoleum Layer		
Millwright		
Pile Driver		
Cement Mason		
Plasterer		
Communications Technician		\$22.23*
Electrician (Inside Wireman)		\$67.65
Electrician Outside Lineman		\$22.23*
Lineman Operator		
Lineman - Tree Trimmer		
Groundman		
Groundman - Tree Trimmer		
Elevator Constructor		\$22.23*
Glazier		\$22.23*
Ironworker		\$60.14
Laborer		\$46.21
General Laborer		
First Semi-Skilled		
Second Semi-Skilled		
Mason		\$22.23*
Marble Mason		
Marble Finisher		
Terrazzo Worker		
Terrazzo Finisher		
Tile Setter		
Tile Finisher		
Operating Engineer		\$22.23*
Group I		
Group II		
Group III		
Group III-A		
Group IV		
Group V		
Painter		\$47.76
Plumber		\$63.87
Pipe Fitter		
Roofer		\$22.23*
Sheet Metal Worker		\$65.85
Sprinkler Fitter		\$22.23*
Truck Driver		\$22.23*
Truck Control Service Driver		
Group I		
Group II		
Group III		
Group IV		

*The Division of Labor Standards received less than 1,000 reportable hours as required by RSMo 290.257.4(b). Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center, in accordance with RSMo 290.257.2.

Heavy Construction Rates for
WARREN County

Section 113

OCCUPATIONAL TITLE	** Date of Increase	Basic Hourly Rates
Carpenter		\$51.28
Millwright		
Pile Driver		
Electrician (Outside Lineman)		\$22.23*
Lineman Operator		
Lineman - Tree Trimmer		
Groundman		
Groundman - Tree Trimmer		
Laborer		\$47.01
General Laborer		
Skilled Laborer		
Operating Engineer		\$59.90
Group I		
Group II		
Group III		
Group IV		
Truck Driver		\$22.23*
Truck Control Service Driver		
Group I		
Group II		
Group III		
Group IV		

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

*The Division of Labor Standards received less than 1,000 reportable hours as required by RSMo 290.257.4(b). Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center, in accordance with RSMo 290.257.2.

OVERTIME and HOLIDAYS

OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, "**overtime work**" shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

HOLIDAYS

January first;
The last Monday in May;
July fourth;
The first Monday in September;
November eleventh;
The fourth Thursday in November; and
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.



Legend
302 Kuhl Ave
302 Kuhl Ave

Roof # 6 Black Hawk
Middle School
Approx. 5600 sq. ft.

302 Kuhl Ave
Roof # 6 Middle School



100 ft

Google Earth

©2020 Google

LEGEND	
	= RTU
	= Roof Drain w/ Sump
	= RTU
	= Core Cut
	= Cricket
	= 1/2" / ft. Cricket Slope

GENERAL NOTES

CORE #2:

- WOOD DECK
- 3/4" BUILT UP ROOFING
- 1-1/2" PERLITE
- 3/4" GYPSUM BD.
- 2001 EPDM SYSTEM

BASE BID

COMPLETE TEAR OFF

- ADHERE (2) LAYERS OF 2.6' ISO
- ADHERE NEW 60 MIL TPO
- REMOVE EXISTING FASCIA AND INSTALL NEW ANCHORGARD FASCIA
- REMOVE EXISTING GUTTER AND DOWNSPOUT AND INSTALL NEW GUTTER AND DOWNSPOUT
- REMOVE MARKED CURBS AND INFILL
- ADD BLOCKING TO MATCH HEIGHT OF NEW INSULATION
- 8-1/2" ANCHORGARD. ADD FASCIA EXTENDER WHERE REQ'D

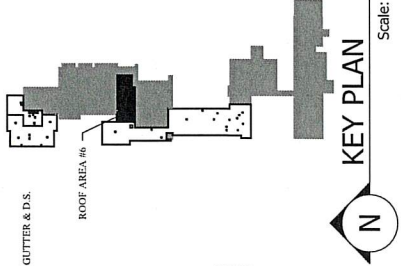
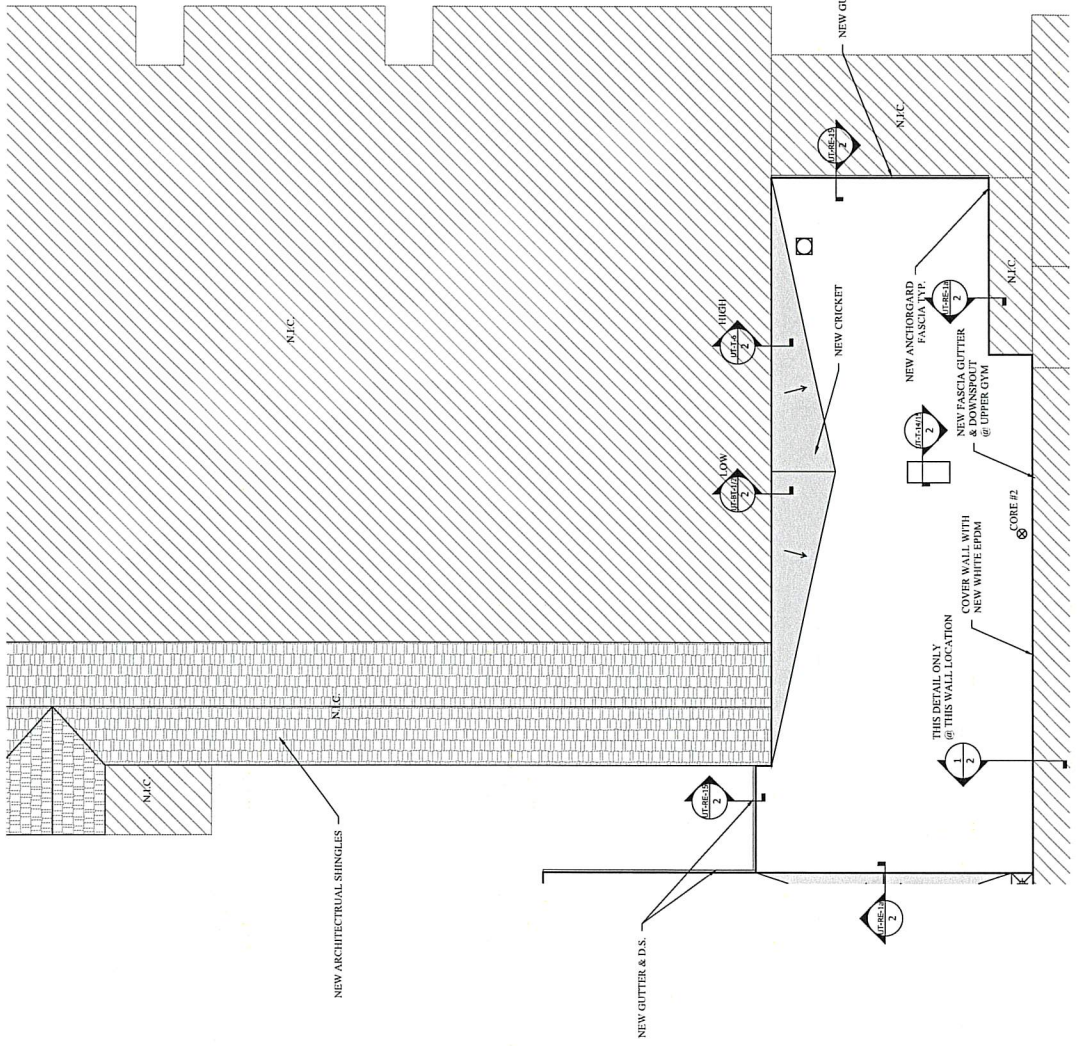
PROJECT INFORMATION

Project: BLACKHAWK MIDDLE SCHOOL
 Location: WARRENTON, MO
 Page: 1 of 2
 Date: 5/7/2020
 Drawing Scale: NTS

Contractor: _____
 Consultant: _____

SHEET NUMBER 1 of 2

This is Roofing Sales Associates interpretation of Plans, specifications, and dimensions. It is the indicated roofing contractor's responsibility for all specifications, and dimensions. Roofing Sales Associates holds no responsibility for all compliance or verification of plans, specifications, and dimensions.



Designer Information:
 Name: Davis, Jared
 E-Mail Address: jared@roofingsales.net
 Phone Number: (636) 946-0100
 Fax Number: (636) 946-0198

Firestone
 BUILDING PRODUCTS COMPANY
 NOBODY COVERS YOU BETTER.

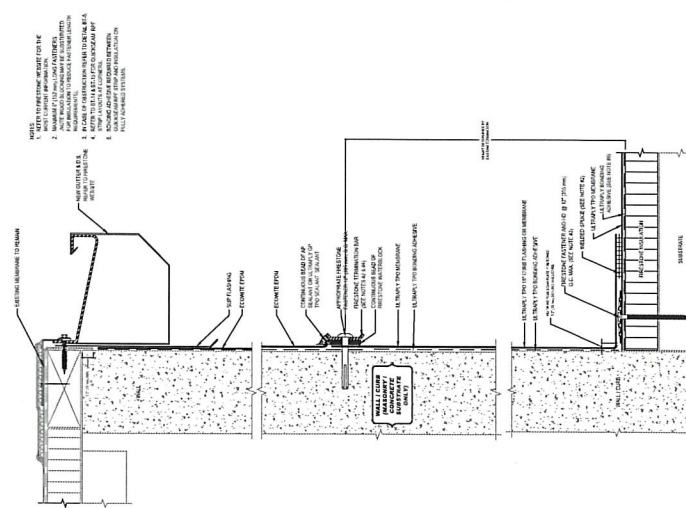
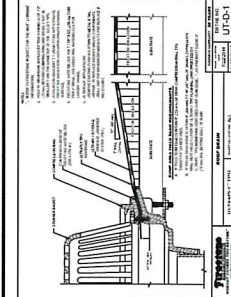
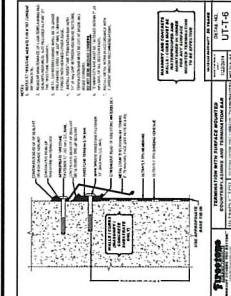
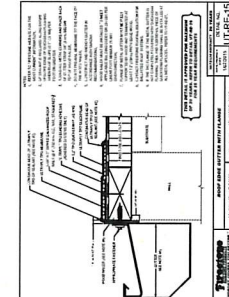
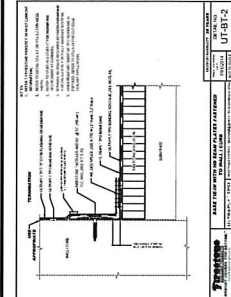
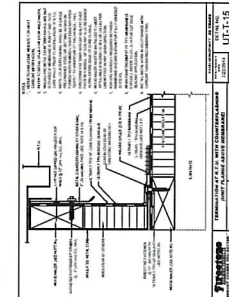
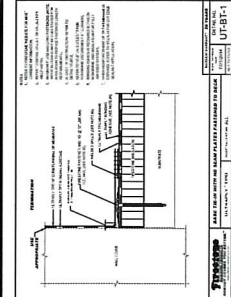
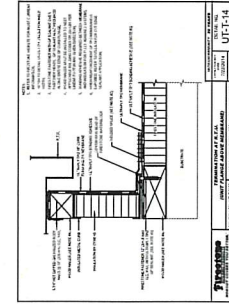
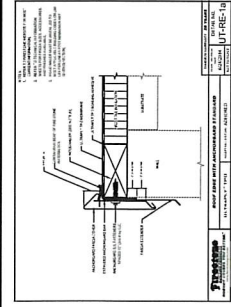
1060 COUNTRY CLUB RD.
 51 CHARLES MO 63032
 P# 636-946-0100
 FAX# 636-946-0198



Designer Information:
 Name: Davis, Jared
 E-Mail Address: jared@roofingsales.net
 Phone Number: (639) 946-0100
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 ST. CHARLES, MO 63305
 PH: 636-946-0100
 FAX: 636-946-0198



1 WALL SECTION
 Scale: NTS

PROJECT INFORMATION
 Project: BLACKHAWK MIDDLE SCHOOL
 Location: WARRENTON, MO
 Page: 2 of 2
 Date: 5/7/2010
 Drawing Scale: NTS
 Contractor: _____
 Consultant: _____

SHEET NUMBER 2 OF 2
 This is Roofing Sales Associates interpretation of plans, specifications, and dimensions. It is the indicated roofing contractor's responsibility for all specifications, and dimensions. Roofing Sales Associates holds no responsibility for all compliance or verification of plans, specifications, and dimensions.



WARREN COUNTY R-III SCHOOL DISTRICT

SCOPE

SECTION 07 5423

THERMOPLASTIC-POLYOLEFIN ROOFING (TPO)

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Thermoplastic membrane roofing system, including all components specified.
- B. Disposal of demolition debris and construction waste is the responsibility of Contractor. Perform disposal in manner complying with all applicable federal, state, and local regulations.
- C. Comply with the published recommendations and instructions of the roofing membrane manufacturer, at <http://manual.fsbp.com>.
- D. Commencement of work by Contractor shall constitute acknowledgement by Contractor that this specification can be satisfactorily executed, under the project conditions and with all necessary prerequisites for warranty acceptance by roofing membrane manufacturer. No modification of the Contract Sum will be made for failure to adequately examine the Contract Documents or the project conditions.

1.02 RELATED REQUIREMENTS

- A. Section 06 1000 - Rough Carpentry: Wood nailers associated with roofing and roof insulation.
- B. Section 07 6200 - Sheet Metal Flashing and Trim: Formed metal flashing and trim items associated with roofing.
- C. Section 07 7100 - Roof Specialties: Manufactured copings, fascias, gravel stops, and other flashing-related items.

1.03 DEFINITIONS

- A. Roofing Terminology: Refer to ASTM D1079 for definition of terms related to roofing work not otherwise defined in the section.
- B. LTTR: Long Term Thermal Resistance, as defined by CAN-ULC-S770.

1.04 REFERENCE STANDARDS

- A. ASTM C518 - Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus; 2015.
- B. ASTM C1289 - Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board; 2016.
- C. ASTM D6878/D6878M - Standard Specification for Thermoplastic Polyolefin Based Sheet Roofing; 2013.
- D. CAN-ULC-S770 - Standard Test Method Determination of L-Term Thermal Resistance Of Closed-Cell Thermal Insulating Foams; 2009.
- E. ISO 9000 - ISO Standards Compendium: ISO 9000 - Quality management; 2015.
- F. SPRI ES-1 - Wind Design Standard for Edge Systems Used with Low Slope Roofing Systems; 2011.

- G. ASTM C1177/C1177M - Standard Specification for Glass Mat Gypsum Substrate for Use as Sheathing; 2013.

1.05 ADMINISTRATIVE REQUIREMENTS

- A. Pre-Installation Conference: Before start of roofing work, Contractor shall hold a meeting to discuss the proper installation of materials and requirements to achieve the warranty.
 - 1. Require attendance with all parties directly influencing the quality of roofing work or affected by the performance of roofing work.
 - 2. Notify Owner well in advance of meeting.

1.06 SUBMITTALS

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data:
 - 1. Provide membrane manufacturer's printed data sufficient to show that all components of roofing system, including insulation and fasteners, comply with the specified requirements and with the membrane manufacturer's requirements and recommendations for the system type specified; include at least the following:
 - a. Technical data sheet for roof membrane.
 - b. Technical data sheet for each insulation type.
- C. Samples: Submit samples of at least the following:
 - 1. Sample of roof membrane.
 - 2. Sample of walkway pads.
 - 3. Sample of each insulation type.

1.07 QUALITY ASSURANCE

- A. Installer Qualifications: Roofing installer shall have the following:
 - 1. Current Licensed Contractor by Manufacturer to install 20 year full system warranties.
 - 2. Must have installed 20 similar projects.
 - 3. Have been in business for 10 years.

1.08 DELIVERY, STORAGE AND HANDLING

- A. Deliver products in manufacturer's original containers, dry and undamaged, with seals and labels intact and legible.
- B. Store materials clear of ground and moisture with weather protective covering.
- C. Keep combustible materials away from ignition sources.

1.09 WARRANTY

- A. See Section 01 7800 - Closeout Submittals, for additional warranty requirements.
- B. Comply with all warranty procedures required by manufacturer, including notifications, scheduling, and inspections.
- C. Warranty: Full System Warranty covering membrane, roof insulation, and other indicated components of the system, for the term indicated.
 - 1. Limit of Liability: No dollar limitation.
 - 2. Scope of Coverage: Repair leaks in the roofing system caused by:
 - a. Ordinary wear and tear of the elements.
 - b. Manufacturing defect in materials.
 - c. Defective workmanship used to install these materials.
 - d. Damage due to winds up to 72 mph (88 km/h).
 - 3. Not Covered:
 - a. Damage due to winds in excess of 72 mph (88 km/h).
 - b. Damage due hurricanes or tornadoes.
 - c. Hail.
 - d. Intentional damage.
 - e. Unintentional damage due to normal rooftop inspections, maintenance, or service.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Acceptable Manufacturer: Roofing System: Firestone Building Products LLC, Carmel, IN: www.firestonebpco.com.
 - 1. Roofing systems manufacture must meet the following qualifications:
 - a. Specializing in manufacturing the roofing system to be provided.
 - b. Minimum fifteen years of experience manufacturing the roofing system to be provided.
 - c. Able to provide a no dollar limit, single source roof system warranty that is backed by corporate assets in excess of one billion dollars.
 - d. ISO 9000 certified.
 - e. Able to provide isocyanurate insulation that is produced in own facilities.
 - f. Roofing systems manufactured by the companies listed below are acceptable provided they are completely equivalent in materials and warranty conditions:
 - 1) Carlisle.
 - 2) Sarnafil.
- B. Manufacturer of Cover Boards: Same manufacturer as roof membrane.
- C. Manufacturer of Metal Roof Edging: Same manufacturer as roof membrane.
 - 1. Metal roof edging products by other manufacturers are not acceptable.
 - 2. Shop-fabricated metal roof edgings are acceptable if metal is supplied by the membrane manufacturer and meets ES-1 testing.

2.02 ROOFING SYSTEM DESCRIPTION

- A. Roofing System: Thermoplastic polyolefin (TPO) single-ply membrane.
 - 1. Membrane Attachment: Fully Adhered.
 - 2. Warranty: 20 year Full System Warranty covering membrane, roof insulation, and membrane accessories.
 - 3. Comply with applicable local building code requirements.
- B. Roofing System Components: Listed in order from the top of the roof down:
 - 1. Membrane: Thickness as specified.
 - 2. Insulation Cover Board: Gypsum-based board, 1/2 inch (12 mm) thick; 2 component foam adhesive attached. Basis of Design: GP Gypsum, DensDeck® Prime Roof
 - 3. Insulation:
 - a. Maximum Board Thickness: 3 inches (75 mm); use as many layers as necessary; stagger joints in adjacent layers.
 - b. Total R-value of 30, minimum.
 - c. Top Layer: Polyisocyanurate foam board, non-composite; mechanically fastened.
 - d. Tapered: (as needed) Slope as indicated; provide minimum R-value (RSI-value) at thinnest point; place tapered layer; loose-laid, no attachment.
 - e. Bottom Layer(s), Polyisocyanurate foam board, non-composite; loose-laid, common attachment.
 - f. Crickets: Tapered insulation of same type as specified for top layer; slope as indicated.

2.03 MEMBRANE MATERIALS

- A. Membrane: Flexible, heat weldable sheet composed of thermoplastic polyolefin polymer and ethylene propylene rubber; complying with ASTM D6878-03, with polyester weft inserted reinforcement and the following additional characteristics: Self adhered membrane. Membrane is self-adhering using no primers or adhesives.
 - 1. Thickness: 0.060 inch (1.52 mm) plus/minus 10 percent, with coating thickness over reinforcement of 0.024 inch (0.61 mm) plus/minus 10 percent.
 - 2. Puncture Resistance: 265 lbf (1174 N), minimum, when tested in accordance FTM 101C Method 2031.
 - 3. Basis of Design: UltraPly TPO SA by Firestone.

- B. Fasteners: Type and size as required by roof membrane manufacturer for roofing system and warranty to be provided; use only fasteners furnished by roof membrane manufacturer.
- C. Curb and Parapet Flashing: Same material as membrane, with encapsulated edge which eliminates need for seam sealing the flashing-to-roof splice; precut to 18 inches (457 mm) wide.
- D. Formable Flashing: Non-reinforced, flexible, heat weldable sheet, composed of thermoplastic polyolefin polymer and ethylene propylene rubber.
 - 1. Thickness: 0.060 inch (1.52 mm) plus/minus 10 percent.
 - 2. Tensile Strength: 1550 psi (10.7 MPa), minimum, when tested in accordance with ASTM D638 after heat aging.
 - 3. Elongation at Break: 650 percent, minimum, when tested in accordance with ASTM D638 after heat aging.
 - 4. Tearing Strength: 12 lbf (53 N), minimum, when tested in accordance with ASTM D1004 after heat aging.
 - 5. Color: White.
- E. Tape Flashing: 5-1/2 inch (140 mm) nominal wide TPO membrane laminated to cured rubber polymer seaming tape, overall thickness 0.065 inch (1.6 mm) nominal.
- F. Pourable Sealer: Two-part polyurethane, two-color for reliable mixing.
- G. Seam Plates: Steel with barbs and Galvalume coating; corrosion-resistance complying with FM 4470.
- H. Termination Bars: Aluminum bars with integral caulk ledge; 1.3 inches (33 mm) wide by 0.10 inch (2.5 mm) thick..
- I. Cut Edge Sealant: Synthetic rubber-based, for use where membrane reinforcement is exposed.
- J. General Purpose Sealant: EPDM-based, one part, white general purpose sealant.
- K. Molded Flashing Accessories: Unreinforced TPO membrane pre-molded to suit a variety of flashing details, including pipe boots, inside corners, outside corners, etc.
- L. Roof Walkway Pads: Non-reinforced TPO walkway pads, 0.130 inch (3 mm) by 30 inches (760 mm) by 40 feet (12.19 m) long with patterned traffic bearing surface..

2.04 ROOF INSULATION AND COVER BOARDS

A. Coated Fiberglass Mat Faced Gypsum Roof Board: ASTM C1177/C1177M

- 1. Basis of Design: GP Gypsum,
 - A) ALTERNATE #1 DensDeck® Prime Roof Boards.**
- 2. Thickness: [1/2 inch (13 mm).
- 3. Size: 4 by 4 feet (1.2 by 1.2 m).
- 4. Fire-Resistance Rating: Class A in accordance with UL 790 and ASTM E108
- 5. Water Absorption (ASTM C473): Less than 5 percent of weight
- 6. Surface Water Absorption (ASTM C473): Nominal 1.0 grams.
- 7. Compressive Strength (Applicable Sections of ASTM C472): Nominal 900 pounds per square inch.
- 9. Other manufacturers meeting performance cited above are acceptable upon review.

B. Polyisocyanurate Board Insulation: Closed cell polyisocyanurate foam with black glass reinforced mat laminated to faces, complying with ASTM C1289 Type II Class 1, with the following additional characteristics:

1. Thickness: As indicated elsewhere.
2. Size: 48 inches (1220 mm) by 96 inches (2440 mm), nominal.
 - a. Exception: Insulation to be attached using adhesive or asphalt may be no larger than 48 inches (1220 mm) by 48 inches (1220 mm), nominal.
3. R-value 30 (RSI-value) (LTTR):
 - a. 2.6 inch (51 mm) Thickness: R 15, minimum.
 - b. 2.6 inch (76 mm) Thickness: R 15, minimum.
4. Compressive Strength: 20 psi (138 kPa) when tested in accordance with ASTM C1289.
5. Ozone Depletion Potential: Zero; made without CFC or HCFC blowing agents.
6. Recycled Content: 19 percent post-consumer and 15 percent pre-consumer (post-industrial), average.

PART 3 INSTALLATION

3.01 GENERAL

- A. Install roofing, insulation, flashings, and accessories in accordance with roofing manufacturer's published instructions and recommendations for the specified roofing system. Where manufacturer provides no instructions or recommendations, follow good roofing practices and industry standards. Comply with federal, state, and local regulations.
- B. Obtain all relevant instructions and maintain copies at project site for duration of installation period.
- C. Do not start work until Pre-Installation Notice has been submitted to manufacturer as notification that this project requires a manufacturer's warranty.
- D. Perform work using competent and properly equipped personnel.
- E. Temporary closures, which ensure that moisture does not damage any completed section of the new roofing system, are the responsibility of the applicator. Completion of flashings, terminations, and temporary closures shall be completed as required to provide a watertight condition.
- F. Install roofing membrane only when surfaces are clean, dry, smooth and free of snow or ice; do not apply roofing membrane during inclement weather or when ambient conditions will not allow proper application; consult manufacturer for recommended procedures during cold weather. Do not work with sealants and adhesives when material temperature is outside the range of 60 to 80 degrees F (15 to 25 degrees C).
- G. Protect adjacent construction, property, vehicles, and persons from damage related to roofing work; repair or restore damage caused by roofing work.
 1. Protect from spills and overspray from bitumen, adhesives, sealants and coatings.
 2. Particularly protect metal, glass, plastic, and painted surfaces from bitumen, adhesives, and sealants within the range of wind-borne overspray.
 3. Protect finished areas of the roofing system from roofing related work traffic and traffic by other trades.
- H. Until ready for use, keep materials in their original containers as labeled by the manufacturer.
- I. Consult membrane manufacturer's instructions, container labels, and Material Safety Data Sheets (MSDS) for specific safety instructions. Keep all adhesives, sealants, primers and cleaning materials away from all sources of ignition.

3.02 EXAMINATION

- A. Examine roof deck to determine that it is sufficiently rigid to support installers and their mechanical equipment and that deflection will not strain or rupture roof components or deform deck.
- B. Verify that surfaces and site conditions are ready to receive work. Correct defects in the substrate before commencing with roofing work.
- C. Examine roof substrate to verify that it is properly sloped to drains.
- D. Verify that the specifications and drawing details are workable and not in conflict with the roofing manufacturer's recommendations and instructions; start of work constitutes acceptable of project conditions and requirements.

3.03 PREPARATION

- A. Remove all of the existing roof system down to the roof deck including all existing composition base flashings. Dispose of all materials properly. Perform asbestos removal in accordance with federal, state and local regulations and dispose of waste in legal manner.
 - 1. At penetrations, remove all existing flashings, including lead, asphalt, mastic, etc.
 - 2. At walls, curbs, and other vertical and sloped surfaces, remove loose and unsecured flashings; remove mineral surfaced and coated flashings; remove excessive asphalt to provide a smooth, sound surface for new flashings.
- B. Take appropriate measures to ensure that fumes from adhesive solvents are not drawn into the building through air intakes.
- C. Prior to proceeding, prepare roof surface so that it is clean, dry, and smooth, and free of sharp edges, fins, roughened surfaces, loose or foreign materials, oil, grease and other materials that may damage the membrane.
- D. Fill all surface voids in the immediate substrate that are greater than 1/4 inch (6 mm) wide with fill material acceptable insulation to membrane manufacturer.
- E. Seal, grout, or tape deck joints, where needed, to prevent bitumen seepage into building.

3.04 INSULATION AND COVER BOARD INSTALLATION

- A. Install insulation in configuration and with attachment method(s) specified in PART 2, under Roofing System.
- B. Install only as much insulation as can be covered with the completed roofing system before the end of the day's work or before the onset of inclement weather.
- C. Lay roof insulation in courses parallel to roof edges.
- D. Neatly and tightly fit insulation to all penetrations, projections, and nailers, with gaps not greater than 1/4 inch (6 mm). Fill gaps greater than 1/4 inch (6 mm) with acceptable insulation. Do not leave the roofing membrane unsupported over a space greater than 1/4 inch (6 mm).

3.05 SINGLE-PLY MEMBRANE INSTALLATION

- A. Beginning at low point of roof, place membrane without stretching over substrate and allow to relax at least 30 minutes before attachment or splicing; in colder weather allow for longer relax time.
- B. Lay out the membrane pieces so that field and flashing splices are installed to shed water.
- C. Install membrane without wrinkles and without gaps or fishmouths in seams; bond and test seams and laps in accordance with membrane manufacturer's instructions and details.
- D. Install membrane fully adhered to the substrate using seam battens, fasteners, and edge securement as specified and as required by membrane manufacturers.
- E. Mechanical Attachment: Install fasteners in the seams, covered by membrane.
 - 1. Lay out fasteners in compliance with FM Class specified in PART 2, as recommended by membrane manufacturer, and as indicated, whichever is most stringent.

2. Properly engage fasteners in the deck with head flush with the countersunk portion of seam plate.
- F. Edge Securement: Secure membrane at all locations where membrane terminates or goes through an angle change greater than 2 in 12 inches (1:6) using mechanically fastened reinforced perimeter fastening strips, plates, or metal edging as indicated or as recommended by roofing manufacturer.
1. Exceptions: Round pipe penetrations less than 18 inches (460 mm) in diameter and square penetrations less than 4 inches (200 mm) square.
 2. Metal edging is not merely decorative; ensure anchorage of membrane as intended by roofing manufacturer.

3.06 FLASHING AND ACCESSORIES INSTALLATION

- A. Install flashings, including laps, splices, joints, bonding, adhesion, and attachment, as required by membrane manufacturer's recommendations and details.
- B. Metal Accessories: Install metal edgings, gravel stops, and copings in locations indicated on the drawings, with horizontal leg of edge member over membrane and flashing over metal onto membrane.
1. Follow roofing manufacturer's instructions.
 2. Remove protective plastic surface film immediately before installation.
 3. Install water block sealant under the membrane anchorage leg.
 4. Flash with manufacturer's recommended flashing sheet unless otherwise indicated.
 5. Where single application of flashing will not completely cover the metal flange, install additional piece of flashing to cover the metal edge.
 6. If the roof edge includes a gravel stop and sealant is not applied between the laps in the metal edging, install an additional piece of self-adhesive flashing membrane over the metal lap to the top of the gravel stop; apply seam edge treatment at the intersections of the two flashing sections.
 7. When the roof slope is greater than 1:12, apply seam edge treatment along the back edge of the flashing.

3.07 FINISHING AND WALKWAY INSTALLATION

- A. Install walkways at access points to the roof, around rooftop equipment that may require maintenance, and where indicated on the drawings.
- B. Walkway Pads: Adhere to the roofing membrane, spacing each pad at minimum of 1.0 inch (25 mm) and maximum of 3.0 inches (75 mm) from each other to allow for drainage.
1. If installation of walkway pads over field fabricated splices or within 6 inches (150 mm) of a splice edge cannot be avoided, adhere another layer of flashing over the splice and extending beyond the walkway pad a minimum of 6 inches (150 mm) on either side.
 2. Prime the membrane, remove the release paper on the pad, press in place, and walk on pad to ensure proper adhesion.

3.08 FIELD QUALITY CONTROL

- A. Inspection by Manufacturer: Provide final inspection of the roofing system by a Technical Representative employed by roofing system manufacturer specifically to inspect installation for warranty purposes (i.e. not a sales person).
- B. Perform all corrections necessary for issuance of warranty.

3.09 CLEANING

- A. Clean all contaminants generated by roofing work from building and surrounding areas, including bitumen, adhesives, sealants, and coatings.
- B. Repair or replace building components and finished surfaces damaged or defaced due to the work of this section; comply with recommendations of manufacturers of components and surfaces.
- C. Remove leftover materials, trash, debris, equipment from project site and surrounding areas.

3.10 PROTECTION

- A. Where construction traffic must continue over finished roof membrane, provide durable protection and replace or repair damaged roofing to original condition.

END OF SECTION