

2014 QBS
Request for Statement of Interest (SOI)
On-Call Professional Services for Building Roof Maintenance

The Kane County Division of Transportation is in need of professional services from a qualified consulting firm to provide on-call professional services for building roof maintenance.

Qualifications:

To be qualified for the above said services, any responding firm shall comply with the following:

1. Must have an Illinois licensed architect on staff.
2. Must have a minimum of 7 years' experience in roof design and installation observation.
3. Must have a minimum of 7 years' experience in roof survey, evaluation, reporting & estimating as well as roof replacement and construction oversight.
4. Must have experience with a minimum of 3 generic roof systems including (Single Ply), (Modified Bitumen) and (Built-up Asphalt with gravel).
5. Cannot be affiliated with any roofing system or product manufacture.

The attached Preliminary Scope of Services provides a summary of items that are necessary for the work.

At this time, the County anticipates starting this work on or about May 1, 2014 with a contract duration of 24 calendar months. The County reserves the right to extend this contract for a period of 12 months from the initial contract term.

The Statement of Interest (SOI) shall be a maximum of 2 pages in PDF format viewable with the latest version of Adobe Reader and submitted **VIA KDOT QBS** no later than **4:00 P.M.** on **April 9th, 2014.**

For more information regarding content and format of the SOI document, please reference our QBS document found at <http://www.co.kane.il.us/dot/consultant.aspx>.

SOI received will be used by County staff to develop a short-list of three (3) firms. The County will then submit a Request for Proposal and schedule interviews with the short-listed firms.

Short-listed firms will be posted on our website at <http://www.co.kane.il.us/dot/consultant.aspx>, then click on the link labeled "Summary Table", then click project link

A Statement of Interest (SOI) received after the above noted deadline will not be used as part of our consultant selection process.

**ON CALL PROFESSIONAL SERVICES FOR BUILDING ROOF MAINTENANCE -
PRELIMINARY SCOPE OF SERVICES**

Services to be provided shall include, but shall not be limited to, roof evaluations, reporting, replacement recommendations, budget estimating, bid specification writing including detailed drawings and roof plans, construction management and oversight, submittal development and collection including warranty documentation and enforcement. Any and all bid specifications will be required to be complete and detailed with roof plans and detailed sectional drawings specific to each existing roof and conditions.

Buildings for which the services will be performed are located at the following address:

Kane County Division of Transportation
41W011 Burlington Road
St. Charles, IL, 60175

CONTACT INFORMATION

Any questions regarding the “On Call Roof Maintenance Services” contract should be directed to Gary Voss, Maintenance Supervisor, at (630) 584-1170. Any questions regarding the Qualifications Based Selection Process should be directed to Steve Coffinbargar, Assistant Director, at (630) 584-1170.