



**Monroe Council Agenda
Regular Meeting of Council
February 11, 2025 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

City Council Minutes of January 28, 2025

Visitors

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

New Business

Resolution No. 14-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$3,825 to the Center for Local Government for the annual dues.

Sponsor: Kacey Waggaman

Strategic Priority: Good Governance

Background: A purchase order was not opened prior to receiving the invoice.

Resolution No. 15-2025. A Resolution authorizing the City Manager to enter into a professional services agreement by and between the City of Monroe and Fishbeck for the Bicentennial Commons Park Loop Trail and the Great Miami River Trail Extension.

Sponsor: Gary Morton

Strategic Priority: Parks and Connectivity



Background: RECOMMENDED ACTION: Approve professional services agreement with Fishbeck for \$93,400 for design services related to the Bicentennial Commons Park Multi-Use Loop Trail project.

The City has received a proposal from Fishbeck to provide professional design services for the Multi-Use Loop Trail at Bicentennial Commons Park. The proposed trail will follow the existing perimeter loop trail alignment and start to connect to the Great Miami River Trail system. The City is pursuing funding through ODOT's new Pedestrian & Bicycle Special Solicitation program, launched in early 2025, for two significant trail projects:

1. Bicentennial Commons Park Loop Trail
2. Great Miami River Trail Extension (approximately 2 miles of new trail construction)

These projects would allow for the relocation of US Bike Route 25, which currently runs along SR 63 within city limits, to a safer and more scenic route along the Great Miami River. This aligns with ODOT's goal of making walking and biking safe, convenient, and accessible transportation options for the public.

The Fishbeck proposal scope includes:

1. Topographic survey of approximately 1-mile trail corridor (\$11,800)
2. Trail design and construction documents following City and ODOT standards (\$56,800)
3. Optional accessible parking area design (\$7,300)
4. Optional bidding and construction phase services (\$17,500)

Key project elements include:

- Full topographic survey along existing trail alignment with 50-foot width
- Design of up to three culverts and associated drainage improvements
- Development of construction plans and technical specifications
- Erosion control and stormwater management plans
- Coordination with utility companies
- Engineer's cost estimates

The proposed timeline indicates completion of design services within 10 months of notice to proceed, with 50% plans due June 1, 2025 and 100% plans due November 1, 2025.

BUDGETARY IMPACT: Total not-to-exceed cost: \$93,400 Anticipated funding sources:

- ODOT Pedestrian & Bicycle Special Solicitation Program
- Local match requirements to be determined [Additional funding details to be completed by Finance Department]



RECOMMENDATION: Staff recommends approval of the professional services agreement with Fishbeck for design of the Bicentennial Commons Park Multi-Use Loop Trail project. This design work will support the City's application for ODOT funding and advance our goal of creating a safer, more accessible trail network for our community.

Ordinance No. 2025-02. An Ordinance amending and supplementing Sections 286-08 and 286.09 of the Codified Ordinances to change the planning, zoning, and building permit fees.

Sponsor: Tom Smith

Strategic Priority: Well Managed Services and Infrastructure

Background: The City issues service charges for building and zoning permits, plans review, inspections, and an impact fee for parks with each residential building permit issued. As a best practice it is recommended to annually update the City's residential, commercial, and zoning permit fee schedule in order to stay up to date with the cost pressures associated with professional services, Consumer Price Index-Urban Consumers (CPI-U) inflation rates, and staff time. In some cases, these costs are absorbed by the City (i.e., property maintenance code enforcement) as a service already renumeralated by a tax paying resident. In other cases, the costs associated with a service are passed through to the consumer (i.e., a plan review for a developer). These costs are payable by the consumer and would not exist but for the mandate of the service being administered. With these costs there is no profit gained, they are simply to cover the cost associated with the service, relieving the City of the expenditure.

Consideration of Motion authorizing the expenditure to Mid-Miami Roofing, Inc. for the property located at 602 South Main Street in the amount of \$934,605.10.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: Bidding was done through the Equallis Group, which meets the requirements of the ORC, so we did not have to advertise for this project bid.
Here's a comprehensive summary of the City of Monroe Roofing Project:

PROJECT OVERVIEW:

Location: 602 S Main St, Monroe, OH 45050
Project Components: Police Station and Strip Center
Total Area: 37,522 square feet
Timing: April 21, 2025 - July 31, 2025

SCOPE OF WORK



- Installation of Carlisle Sure-Seal (White) FleeceBACK Adhered Roofing System
- 20-year manufacturer's Total System Warranty
- Complete system includes:
 1. EPS Flute Fill
 2. SecurShield HD Cover Board
 3. FleeceBack membrane
 4. All necessary flashings and terminations

BID COMPARISON

1. **Roof Connect Bid #56724**
2. Base Bid: \$895,967.00
3. Standard allowances included
4. **Roof Connect Bid #56725**
5. Base Bid: \$1,091,960.00
6. Standard allowances included
7. **Mid-Miami (Local Contractor) Bid #56726 Detailed Breakdown: Police Station:**
8. Base Work: \$597,792.00
9. Allowance: \$25,000.00
10. Subtotal: \$622,792.00

Strip Center:

- Base Work: \$226,848.00
- Allowance: \$25,000.00
- Subtotal: \$251,848.00

Mid-Miami Bid Summary:

- Original Base Bid: \$899,641.00
- Less Allowance: (\$50,000.00)
- Adjusted Base Bid: \$849,641.00
- 10% Contingency (including allowance): \$89,641.10
- Final Project Total: \$934,605.10

KEY PROJECT REQUIREMENTS

1. Police station must remain operational 24/7
2. Project coordination through Gary Morton, Director of Public Works



3. All bidders using Equalis Group Cooperative Contract (COG-2133B)
4. Strict safety and access protocols required
5. Material storage restrictions within the Police Department area

ADDITIONAL FEATURES

- Optional warranty extension program offering 25% extended term
- Daily cleanup requirements
- Nightly tie-ins for water tightness
- Comprehensive warranty coverage

RECOMMENDATION Mid-Miami presents the most competitive bid with several advantages:

1. Local contractor
2. Most detailed bid breakdown
3. Lowest base bid
4. Clear project timeline
5. Transparent cost structure

All dollar amounts include materials, labor, and specified warranty coverage. Due to material volatility, prices are valid for 30 days from the bid date.

Consideration of Motion authorizing a five-year lease purchase with Ohio CAT for a Mini-Excavator for the total amount of \$96,186.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: We are looking to lease this new Cat 305 mini-excavator for 5 years. At the end of the lease, there will be a \$1.00 buyout. We are replacing a twenty-year-old machine which is no longer in service due to condition. This excavator will be used in all departments and will help efficiency by having enough equipment, so crews are able to complete assignments without having to wait for an available excavator.

Consideration of Motion authorizing a five-year lease purchase with Ohio CAT for a Rubber Tire Front-end Loader in the total amount of \$272,801.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure



Background: Our current front-end loader is a 2014 Case model. We are experiencing increasing repair costs and reliability issues, causing the machine to be unavailable when needed. The machine's usage in salt significantly shortens its lifespan, leading to corrosion of wiring and other parts, which results in expensive repairs. For these reasons, we estimate a useful life of ten years for front-end loaders. We are looking at a 5-year lease for this piece of equipment with a \$1 buyout at the end of the lease.

Consideration of Motion accepting the October, November, and December 2024, Finance Reports as submitted.

Consideration of Motion requesting a hearing for the issuance of a C1 and C2 Liquor Permit to Philly Petroleum LLC

Sponsor: Angela S. Wasson

Strategic Priority: Strategic Growth and Development

Background: Philly Petroleum LLC, located at 1502 Roden Park, for a C1 and C2 Liquor Permit.

Permit C-1 may be issued to the owner or operator of a retail store to sell beer in containers and not for consumption on the premises where sold in original containers having a capacity of not more than five and one-sixth gallons.

Permit C-2 may be issued to the owner or operator of a retail store to sell wine in sealed containers only and not for consumption on the premises where sold in original containers. The holder of this permit may also sell and distribute in original packages and not for consumption on the premises where sold or for resale, prepared and bottled highballs, cocktails, cordials, and other mixed beverages manufactured and distributed by holders of A-4 and B-4 permits, and containing not less than four per cent of alcohol by volume, and not more than twenty-one per cent of alcohol by volume.

Administrative Reports

Executive Session - Details relative to the security arrangements and emergency response protocols for a public body or public office.

Adjournment



**Monroe Council Minutes
Regular Meeting of Council
January 28, 2025 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Mayor Funk opened the regular meeting of Council at 6:30 p.m. with the Pledge of Allegiance lead by the Police Department Honor Guard.

Roll Call

Council members present: John Centers, Keith Funk, Michael Graves, Tom Hagedorn, and Christina McElfresh.

Mrs. McElfresh moved to excuse Dr. Clark and Mr. Wagner; seconded by Mr. Hagedorn. Voice vote. Motion carried.

Approval of the Minutes

Mrs. McElfresh moved to approve the Council Minutes of January 14, 2025; seconded by Mr. Graves. Voice vote. Motion carried.

Visitors

A ceremonial swearing in was held by Attorney Alex Ewing administering the Oath of Office to:

- Alicia Beacock as Police Captain
- Joshua Robertson as Police Lieutenant
- Mike Doughman as Police Sergeant
- Jacob Halsey as Patrol Officer
- Nick Davis as Patrol Officer
- James Tommer as Patrol Officer

Retired Captain Dennis “Dave” Chasteen was recognized for his years of service with the City of Monroe.

Committee Reports

None.



Old Business

Ordinance No. 2025-01. An Ordinance authorizing the City Manager to enter into an amended Planned Unit Development Agreement by and between the City of Monroe and NVR, Inc. for approximately 21 acres located at Roden Park Drive and Crossings Boulevard and further described herein. (Second Reading)

The Clerk of Council read the title of Ordinance No. 2025-01.

Mrs. McElfresh moved to adopt Ordinance No. 2025-01; seconded by Mr. Centers. Roll call vote: three ayes; two nays (Mr. Graves and Mr. Hagedorn.) Motion failed.

New Business

Resolution No. 10-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$4,925.38 to the Butler County Sheriff's office for December 2024 fire dispatch fees.

The Clerk of Council read the title of Resolution No. 10-2025.

Mrs. McElfresh moved to adopt Resolution No. 10-2025; seconded by Mr. Hagedorn. Roll call vote: five ayes. Motion carried.

Resolution No. 11-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$8,513.45 to the Butler County Emergency Management Agency for the annual dues.

The Clerk of Council read the title of Resolution No. 11-2025.

Mrs. McElfresh moved to adopt Resolution No. 11-2025; seconded by Mr. Graves. Roll call vote: five ayes. Motion carried.

Resolution No. 12-2025. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Vanguard Cleaning Systems of Ohio.

The Clerk of Council read the title of Resolution No. 12-2025.

Mr. Hagedorn asked if any other bids were sought. Mr. Morton advised this is a renewal of an existing contract with a company that has been cleaning for the last five to six years. This is just a continuation of a contract that we have had.

Mayor Funk asked how these costs compare to the previous years. Mr. Morton replied that he did not have the exact costs with him but noted it did not go up substantially. Mayor Funk asked if there were any plans to seek other bids in the future to compare what the market says. Mr. Morton indicated he could do that and pointed out companies like this are hard to find and they have been doing a good job. Mr. Morton stated this contract is getting close to what one fulltime employee



would cost, but did not know that one fulltime employee could handle all of the workload in all of the buildings.

Mrs. McElfresh moved to adopt Resolution No. 12-2025; seconded by Mr. Graves. Roll call vote: four ayes; one nay (Mr. Hagedorn). Motion carried.

Resolution No. 13-2025. A Resolution authorizing the City Manager to enter into a service agreement by and between the City of Monroe and Air Force One.

The Clerk of Council read the title of Resolution No. 13-2025.

Mr. Hagedorn asked if this was open to other companies to bid on. Mr. Morton explained that this company has been servicing the systems, and it is a large task to switch. Over the next few years, a lot of the systems are aging out and we may go with another company at that time.

Mayor Funk suggested a policy, so we look at these items periodically as not doing this is a disservice to the citizens.

Mr. Graves stated that switching HVAC services involves a huge learning curve as a company that is doing a good job, they understand all the systems.

Mrs. McElfresh asked if there was a policy that we are supposed to look at City-based vendors first. Mrs. Waggaman replied that it is in the purchasing policy and when seeking bids local vendors receive a percentage off their bid.

Mrs. McElfresh moved to adopt Resolution No. 13-2025; seconded by Mr. Graves. Roll call vote: four ayes; one nay (Mr. Hagedorn). Motion carried.

Consideration of Motion authorizing the expenditure to CivicPlus in the amount of \$16,784.56 for CivicClerk and CivicMedia.

Mrs. McElfresh asked if this was a renewal and part of the website. Mrs. Wasson advised it is only for the agenda management software and live streaming of meetings.

Mrs. McElfresh moved to authorize the expenditure to CivicPlus in the amount of \$16,784.56 for CivicClerk and CivicMedia; seconded by Mr. Centers. Voice vote. Motion carried.

Administrative Reports

Executive Session – to consider the employment of a public employee and the compensation of a public employee and public officials.

Mrs. McElfresh moved to adjourn into executive session to consider the employment of a public employee and the compensation of a public employee and public officials; seconded by Mr. Graves. Roll call vote: five ayes. Motion carried.



Council adjourned into executive session at 7:11 p.m. *Mr. Graves was excused by the Mayor for the remainder of the meeting at this time.

Mrs. McElfresh moved to reconvene into regular session; seconded by Mr. Hagedorn. Voice vote. Motion carried.

Council reconvened into regular session at 8:04 p.m.

Adjournment

Mrs. McElfresh moved to adjourn the regular meeting of Council; seconded by Mr. Hagedorn. Voice vote. Motion carried.

The regular meeting of Council adjourned at 8:04 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

RESOLUTION NO. 14-2025

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF \$3,825 TO THE CENTER FOR LOCAL GOVERNMENT FOR THE ANNUAL DUES.

WHEREAS, the invoice was received prior to a purchase order being opened.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: A Then-and-Now Certificate in the amount of \$3,825 to the Center for Local Government for the annual dues.

SECTION 2: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

RESOLUTION NO. 15-2025

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF MONROE AND FISHBECK FOR THE BICENTENNIAL COMMONS PARK LOOP TRAIL AND THE GREAT MIAMI RIVER TRAIL EXTENSION.

WHEREAS, the Bicentennial Commons Park Loop Trail and the Great Miami River Trail Extension will allow for the relocation of US Bike Route 25, which currently runs along State Route 63, to a safer and more scenic route along the Great Miami River; and

WHEREAS, said projects align with the Ohio Department of Transportation's goal of making walking and biking safe, convenient, and accessible transportation options for the public.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The City Manager is hereby authorized to enter into a professional services agreement by and between the City of Monroe and Fishbeck for the Bicentennial Commons Park Loop Trail and the Great Miami River Trail Extension. The terms and conditions of said agreement are set forth on Exhibit "A" attached hereto and made a part hereof.

SECTION 2: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

December 9, 2024

Gary Morton
Public Works Director
City of Monroe
233 South Main Street
Monroe, OH 45050

Proposal for Professional Services
Bicentennial Commons Park – Multi-Use Loop Trail

Fishbeck is pleased to provide this proposal for professional services to assist the City of Monroe (City) with design of the proposed Multi-Use Loop Trail at Bicentennial Commons Park. This proposal includes a statement of understanding, scope of services, schedule, and professional services fees.

Statement of Understanding

The City is constructing the Bicentennial Commons Park on the grounds of an amusement park formerly known as Americana, and prior to that LeSourdsville Lake. The amusement park property consists of approximately 40 acres and is bordered by the Great Miami River to the north and west; Gregory Creek to the south and a single railroad track owned by CSX Transportation along the eastern boundary. Between 2006 and 2018, the amusement park was demolished and much of the former lake area was filled in.

In 2017, Butler Tech purchased a portion of the property east of the railroad tracks to construct a new vocational school, while the portion west of the railroad tracks was donated to the City for the construction of a park and bicycle trail. Access to the park requires crossing of the railroad track. We understand that the City has evaluated site access and has implemented procedures for entry to the park. Additional consideration for park access is therefore not a part of Fishbeck's scope of services.

In 2018, the City produced the *Bicentennial Commons Park Master Plan* for the development of the park. It is our understanding that the proposed Multi-Use Loop Trail will follow an alignment along the existing perimeter loop trail and that the section along Gregory Creek and the Great Miami River will be designed for pedestrian and bicycle use as part of the Great Miami River Trail.

On March 22, 2024, Fishbeck provided the City with a *Drainage Study and Stormwater Plan* for the park. Based on subsequent discussions with the City, stormwater improvements at the park will be made in accordance with the phased approach described in Alternative 3 of this report. As such, the trail project will include up to three culverts and associated grading within 20 feet of the trail. The locations and sizing of these culverts will be based on the results of the *Drainage Study and Stormwater Plan* and, if necessary, revised based on the topographic data gathered as part of the Multi-Use Loop Trail project. It is our understanding, the other elements of the *Drainage Study and Stormwater Plan*, such as drainage improvements at the carousel area and bioretention features, will not be included with this trail project.

Scope of Services

Based upon our understanding of the project, Fishbeck offers the following scope of services for the Bicentennial Commons Multi-Use Loop Trail project:

Task 1: Topographic Survey

1. Contact Ohio Utilities Protection Services (OUPS) to mark buried utilities and obtain plans, as well as locate marked utilities and features that may conflict with construction of the proposed work.
2. Provide full topographic survey along a route following the existing trail alignment (approximately 1 mile in length). The path to be surveyed is further shown in Attachment 2 in red.
 - a. Lateral limits 25 feet each side of desired path alignment (total of 50-feet in width).
 - b. Existing structures, tree lines, and water edge will be identified; however, individual trees will not be marked. Since this trail follows an existing alignment, we do not anticipate tree removal as a part of this project.
 - c. Permanent control network and benchmarks that were established as part of the drainage study for this site will be utilized for this project, if feasible. Replacement or additional horizontal and vertical control points will be established, if necessary, for this topographic survey and during construction, which will be considered at a future time.
3. Prepare an AutoCAD base map containing existing conditions surveyed, including resolved utilities.
4. Conduct field check of topographic survey.

Task 2: Trail Design and Plan Development

1. Develop detailed design construction plans and technical specifications following City and ODOT standards.
2. Fishbeck will provide front-end documents suitable for bidding. ODOT and City technical specifications will be utilized and only supplemented as-needed.
3. Perform basic utility coordination through the survey and design process. Design submittals will also be sent to utility contacts that have facilities within the project corridor for utility review and verification, along with each deliverable to the City.
4. Provide a soil erosion and sedimentation control plan for the trail improvements.
5. Adjust the alignment as necessary to avoid placement of fill within the floodway of the Great Miami River.
6. Develop an engineer's opinion of probable construction cost to be submitted with each plan submittal.
7. Anticipated plan submittals are as follows:
 - a. 50% plans – June 1, 2025
 - b. 100% plans – November 1, 2025
8. Conduct internal QA/QC to ensure a high quality of work.
9. Fishbeck assumes one meeting with the City after the 50% submittal.
10. Prepare disposition to the City and address comments after each plan review.

Task 3: Accessible Parking Area (if authorized)

The City also expressed interest in improving the accessible parking for the park on the west side of the railroad tracks, south of the existing entrance. The following services have been separated out in this proposal as "if-authorized" and will only be completed upon authorization by the City:

1. Obtain additional topographic survey data for an approximately 0.5-acre proposed parking location.
2. Develop drawings for the paving and marking of these parking spaces in compliance with the Americans with Disabilities Act. We have assumed that up to 10 parking spaces will be provided, as well as the repaving of approximately 400 linear feet of the access road from the entrance to this location. The plan will also include

the appropriate signage for these parking spaces and a paved connection to the multi-use trail. Two signs on the east side of the tracks will be provided to direct traffic to these additional parking spaces.

3. It is our understanding the City eventually plans to provide a picnic shelter and other amenities at this location; however, the design of these amenities has not been included in the scope of this project.

Task 4: Bidding and Construction Phase Services (if Authorized)

Based on conversations with the City, we anticipate that the City will bid the project with as-needed support from Fishbeck. We also understand that City staff will be utilized to oversee the construction of this project. Fishbeck is prepared to support the City during the construction phase of the project, with the following services offered on an as-needed basis:

1. Respond to bidders' questions and issue addenda as necessary.
2. Attend a pre-construction meeting and review Contractor's submittal of the construction schedule for execution of the Work and completion dates. We have assumed a construction duration of no more than six months.
3. Review up to ten Contractor submittals for adherence to the project specifications. These submittals will include the project schedule, schedule of values, materials, and shop drawings.
4. Respond to up to five Contractor's Requests for Information and two Requests for Change Order as necessary.
5. Make up to five visits to the project site at appropriate intervals to observe the progress of the work, particularly installation of the culverts and connections to the existing trails.
6. Provide a punch list and final completion inspections.

Assumptions

1. This project does not include design of extensions to the Great Miami River Trail to the south across Gregory Creek or north of the existing park loop trail. In addition, this project does not include other trails within the loop that are shown on the current version of the park site plan.
2. We have included fees for the project manager to attend a kickoff meeting onsite, as well as virtual review meetings for the 50% and 100% submittals for each phase.
3. We have assumed that the soil borings obtained during the drainage study will be sufficient for verifying pavement design for the trail and that no additional soil testing will be required as part of our proposed services.
4. Since the property is already owned by the City, preparation of easement drawings or other legal documents have not been included.
5. Fishbeck has assumed that local permits will not be necessary.
6. We have assumed that the City will review and approve contractor pay requests.
7. We have not included the preparation of record drawings for the trail.

Schedule

Fishbeck will begin scheduling work immediately upon receiving a notice to proceed. We anticipate completion of the design services described in this proposal within ten months of receiving a notice to proceed. The schedule for the construction phase services will be determined by the City's bidding schedule and contractor availability.

Professional Services Fees

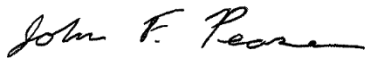
We propose to complete the above Scope of Services for an hourly not-to-exceed basis, with the estimated fees shown below, including expenses.

Task	Description	Fee
1	Topographic Survey	\$11,800
2	Trail Design and Construction Documents	\$56,800
3	Accessible Parking Area Design (if Authorized)	\$7,300
4	Bidding and Construction Phase Services (If Authorized)	\$17,500
	Total	\$93,400

Attached is our Professional Services Agreement. If you concur with our Scope of Services, please sign in the space provided and return the executed contract to the attention of Dawn M. Smith (dmsmith@fishbeck.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt.

Thank you for the opportunity to present this proposal for your consideration; If you have any questions or require additional information, please contact me at 513.247.8577 or jpease@fishbeck.com.

Sincerely,



John F. Pease, PE
Senior Water & Wastewater Engineer



Allen J. Aspacher, PE
Vice President/Senior Project Manager

Attachments
By email
Copy: Robert Rusnak, PE – Fishbeck

Professional Services Agreement

PROJECT NAME: Bicentennial Commons Park – Multi-Use Loop Trail
PROJECT LOCATION: City of Monroe
FISHBECK CONTACT: John Pease, PE
CLIENT CONTACT: Gary Morton
CLIENT: City of Monroe, 233 South Main Street, Monroe, OH 45050

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES: Professional services in accordance with Fishbeck's December 9, 2024, letter proposal

AGREEMENT. The Agreement consists of this page and the documents that are checked:

- ☒ Terms and Conditions for Professional Services
- ☒ Proposal Dated: December 9, 2024
- ☐ Other:

METHOD OF COMPENSATION:

- ☐ Lump Sum for Defined Scope of Services
- ☒ Hourly Billing Rates Plus Reimbursable Expenses
- ☐ Other:

Budget for Above Scope of Services:

Task	Description	Fee	Authorized
1	Topographic Survey	\$11,800	☐
2	Trail Design and Construction Documents	\$56,800	☐
3	Accessible Parking Area Design	\$7,300	☐
4	Bidding and Construction Phase Services	\$17,500	☐
	Total	\$93,400	☐

ADDITIONAL PROVISIONS (IF ANY): N/A

APPROVED FOR:

SIGNATURE: _____
NAME: _____
TITLE: _____
DATE: _____

ACCEPTED FOR:

Fishbeck

SIGNATURE:  _____
NAME: Allen J. Aspacher, PE
TITLE: Vice President
DATE: December 9, 2024

1. **METHOD OF AUTHORIZATION.** Client may authorize Fishbeck to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method of authorization, these Terms and Conditions shall prevail as the basis of Client's Agreement with Fishbeck. Any Client document or communication in addition to or in conflict with these Terms and Conditions is rejected.
2. **CLIENT RESPONSIBILITIES.** Client shall provide all requirements, criteria, data, and information for the Project and designate in writing a person with authority to act on Client's behalf on all matters concerning the Project. If Fishbeck's services under this Agreement do not include construction observation or review of Contractor's performance, Client shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against Fishbeck that may be in any way connected thereto.
3. **HOURLY BILLING RATES.** Unless stipulated otherwise, Client shall compensate Fishbeck at hourly billing rates in effect when services are provided by Fishbeck employees of various classifications.
4. **REIMBURSABLE EXPENSES.** Client shall reimburse Fishbeck for costs incurred on or directly for Client's Project. Reimbursements shall be at Fishbeck's current rate for mileage for vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent.
5. **OPINIONS OF COST.** Any opinions or estimates provided by Fishbeck as to probable construction costs or total project costs will be based on Fishbeck's experience, judgment, qualifications, and general familiarity with the construction industry. Because Fishbeck has no control over market conditions or bidding procedures, Fishbeck does not warrant that actual bids, construction costs, or total project costs will not vary from Fishbeck's opinions or estimates.
6. **PROFESSIONAL STANDARDS.** The standard of care for services performed or furnished by Fishbeck will be the care and skill ordinarily used by members of the subject professional discipline practicing under similar circumstances at the same time and in the same locality. Fishbeck may use or rely upon design elements and information customarily provided by others. Fishbeck makes no warranties, express or implied, under this Agreement or otherwise, in connection with Fishbeck's services.
7. **TERMINATION.** Either Client or Fishbeck may terminate this Agreement by giving ten days' written notice to the other party. In such event, Client shall pay Fishbeck in full for all work performed prior to the effective date of termination, plus (at the discretion of Fishbeck) a reasonable termination charge for services and costs attributable to termination and costs necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, Fishbeck will return to Client all documents and information which are the property of Client.
8. **SUBCONTRACTORS.** Fishbeck may engage subcontractors on behalf of Client to perform any portion of the services to be provided by Fishbeck hereunder.
9. **PAYMENT TO FISHBECK.** Invoices will be issued every 4 weeks, and will be due and payable upon receipt, unless otherwise agreed. Amounts not paid within 28 days from date of invoice shall accrue interest at a rate of 1 percent per 4-week period. Payments made thereafter will be applied first to accrued interest, and then to unpaid principal. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on Fishbeck by any governmental entity.

If Client directs Fishbeck to invoice another, Fishbeck will do so, but Client agrees to be ultimately responsible for Fishbeck's compensation until Client provides Fishbeck with that third party's written acceptance of all terms of this Agreement and until Fishbeck agrees to the substitution.

In addition to any other remedies Fishbeck may have, Fishbeck shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

10. **HAZARDOUS WASTE.** Fishbeck has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Fishbeck shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of Fishbeck.
11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of \$250,000 or the amount of the fee earned under this Agreement.

To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims for which Fishbeck is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to Fishbeck by Fishbeck's insurers in settlement or satisfaction of Client's claims under the terms and conditions of Fishbeck's insurance policies applicable thereto.

Higher limits of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.

12. **DELEGATED DESIGN.** Client recognizes and holds Fishbeck harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.
13. **INSURANCE.** Client shall cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by Client which are applicable to the Project. Client shall also provide workers' compensation insurance for Client's employees. Client agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.

Client shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

14. **INDEMNIFICATION.** Fishbeck will indemnify and hold Client harmless from any third party claim, damage, or liability for injury or loss sustained by any third party, for which Client is legally obligated to pay, to the extent caused by Fishbeck's negligence. Client will defend, indemnify, and hold Fishbeck harmless from any claim, damage, liability, or defense cost arising from this Agreement for injury or loss sustained by any third party except to the extent caused by the negligence of Fishbeck. These indemnities are subject to specific limitations provided for in this Agreement.
15. **CONSEQUENTIAL DAMAGES.** To the fullest extent permitted by law, Client and Fishbeck waive special, incidental, indirect, and consequential damages for claims arising out of, resulting from, or in any way relating to this Agreement or the Project, including, but not limited to, loss of business, use, income, profit, financing, productivity, and reputation.
16. **LEGAL EXPENSES.** If either Client or Fishbeck makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney's fees. If Fishbeck brings a lawsuit against Client to collect invoiced fees and expenses, Client agrees to pay Fishbeck's reasonable collection expenses including attorney's fees.

17. OWNERSHIP OF WORK PRODUCT. Fishbeck shall remain the owner of all drawings, reports, and other material provided to Client, whether in hard copy or electronic media form. Client shall be authorized to use the copies provided by Fishbeck only in connection with the Project. Any other use or reuse by Client or others for any purpose whatsoever shall be at Client's risk and full legal responsibility, without liability to Fishbeck, and Client shall defend, indemnify, and hold Fishbeck harmless from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom.
18. ELECTRONIC MEDIA. Data, reports, drawings, specifications, and other material and deliverables will be transmitted to Client in either hard copy, digital, or both formats. If a discrepancy or conflict with the transmitted version occurs, the version of the material or document residing on Fishbeck's computer network shall govern. Fishbeck cannot guarantee the longevity of any material transmitted electronically nor can Fishbeck guarantee the ability of the Client to open and use the digital versions of the documents in the future.
19. GENERAL CONSIDERATIONS. Client and Fishbeck each are hereby bound, and the partners, successors, executors, administrators, and legal representatives of Client and Fishbeck are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither Client nor Fishbeck may assign this Agreement without the written consent of the other.

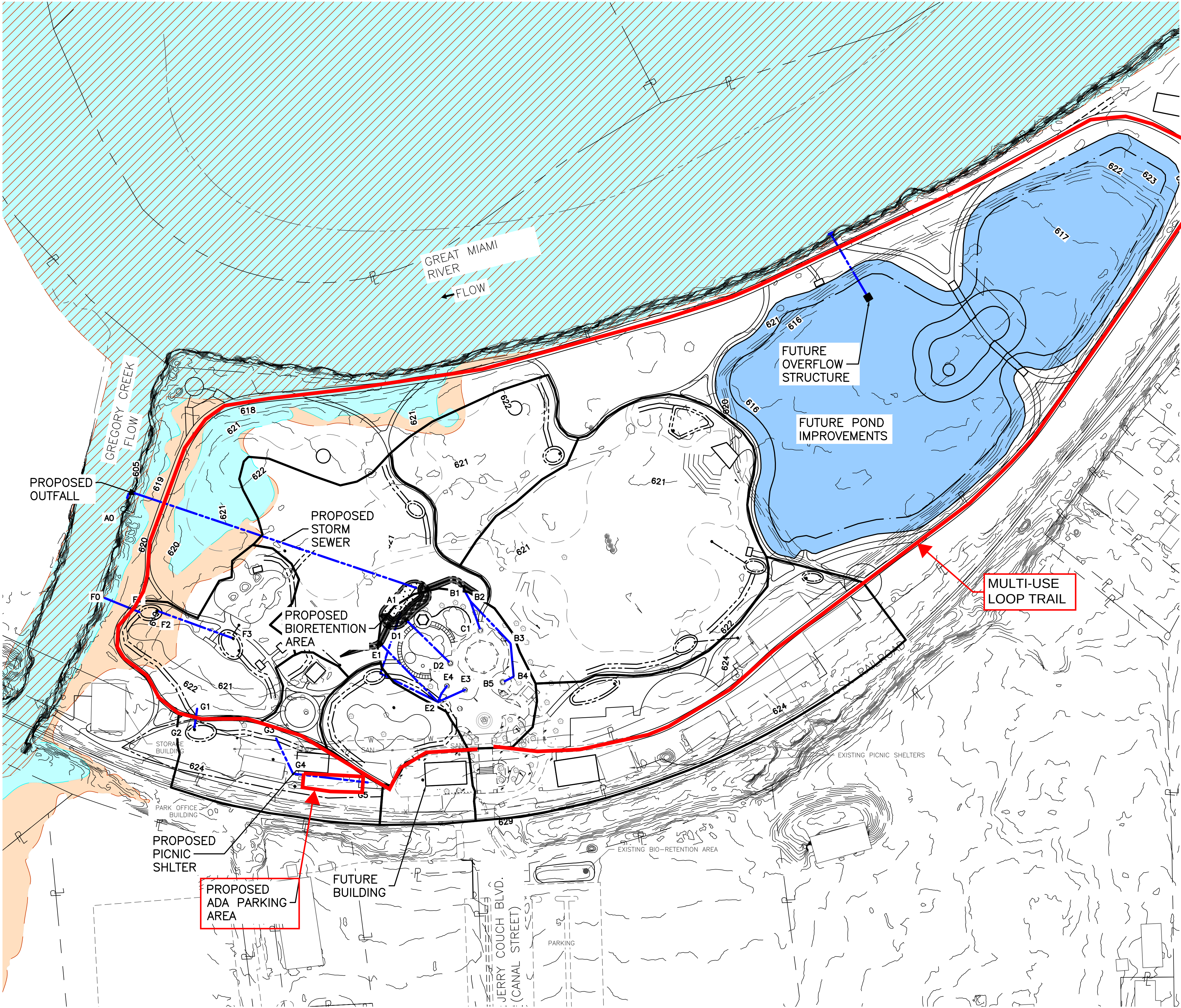
Neither Client nor Fishbeck will have any liability for nonperformance caused in whole or in part by causes beyond Fishbeck's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

This Agreement shall be governed exclusively by the laws of the State of Michigan, and any action arising out of or in connection with Agreement shall occur in the state or federal courts located in Grand Rapids, Michigan.

This Agreement constitutes the entire agreement between Client and Fishbeck and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

PLOT INFO: 2/2023/230741/CAD/PRECIS/STORMWATER MANAGEMENT EXHIBIT.DWG LAYOUT: ALT 3 DATE: 3/20/2024 TIME: 2:30:20 PM USER: MGINN



STORMWATER MANAGEMENT PLAN - ALTERNATIVE 3

SCALE: 1" = 100'
0' 50' 100' 200'

UNDERGROUND UTILITIES

Contact Two Working Days
Before You Dig

OHIO811.org
Before You Dig

OHIO811, 8-1-1, or 1-800-362-2764
(Non-members must be called directly)

LEGEND

- W

EXISTING WATER
- SAN

EXISTING SANITARY
- X

EXISTING PROPERTY LINE
- X

EXISTING FENCE
- X

EXISTING PAVEMENT
- X

EXISTING RAILROAD
- X

EDGE OF WATER
- 925

EXISTING MAJOR CONTOUR
- 924

EXISTING MINOR CONTOUR
- 924

PROPOSED CONTOUR
- 924

PROPOSED TOP OF BANK
- 924

PROPOSED BOTTOM OF BANK
- 924

PROPOSED POND
- 924

FEMA REGULATORY FLOODWAY
- 924

FEMA 1% ANNUAL CHANCE FLOOD HAZARD AREA, ZONE AE
- 924

FEMA 0.2% ANNUAL CHANCE FLOOD HAZARD, ZONE X

PROPOSED STORM

- 924

PHASE 1 IMPROVEMENTS
- 924

PROPOSED SUBCATCHMENTS
- 924

BIORETENTION VEGETATED SWALE
- 924

BIORETENTION AREA

GREAT MIAMI RIVER FLOOD STAGES

RETURN EVENT	AT WET POND	AT CONFLUENCE WITH GREGORY CREEK
10%	619.25	618.40
2%	620.10	618.85
1%	620.60	619.50
0.2%	621.50	620.40

fishbeck

Engineers | Architects | Scientists | Constructors

City of Monroe

Monroe, Butler County Ohio

Bicentennial Commons Park Stormwater Plan

NOT FOR
CONSTRUCTION

Drawn By TAK
Designer JFP
Reviewer JFP
Manager JFP

Hard copy is intended to be 22"x34" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

PROJECT NO.
230741

ATTACHMENT
2

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ORDINANCE NO. 2025-02

AN ORDINANCE AMENDING AND SUPPLEMENTING SECTIONS 286.08 AND 286.09 OF THE CODIFIED ORDINANCES TO CHANGE THE PLANNING, ZONING, AND BUILDING PERMIT FEES.

WHEREAS, as best practice the City's residential, commercial, and zoning permit fee schedules should be reviewed annually to stay up to date with the costs associated with professional services, Consumer Price Index-Urban Consumers inflation rates, and staff time.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: Section 286.08 of the Codified Ordinances is hereby amended and supplemented to read as follows:

“286.08. Planning and Zoning Code.

Fees for applications and requests under the provisions of this Planning and Zoning Code shall be as follows:

Subdivisions: (Residential and Commercial)

A. Minor Subdivision (3-5 lots, excluding extension of construction of public roadway)

Site Plan Review	\$75/lot
Construction Drawings Review and Site Inspections	1.5% of Engineers Estimate
Bonds (Performance/Maintenance)	Based on Engineers Estimate
Amendments to Plat (prior to recording of original submission)	50% of original site plan review fee

B. Major Subdivision (6 lots and above and/or extension or construction of public roadway)

Preliminary Plat Review	\$75/lot
Construction Drawings Review and Site Inspections	1.5% of Engineers Estimate
Bonds (Performance/Maintenance)	Based on Engineers Estimate
Final Plat Review	\$75/lot
Amendments to Preliminary or Final Plat (prior to recording of original submission)	50% of original preliminary plat review fee

Site Plan Review

Residential:

Site Plan review for detached single unit dwelling (new construction) \$100.00

Site Plan review for all other housing types (new construction), per unit \$80.00

Commercial:

Review and inspection fees (based upon estimated real property improvement value, not including land):

\$0 to \$250,000.00 - \$3,200.00

\$250,001.00 to \$500,000.00 - \$4,300.00

\$500,001.00 to \$1,000,000.00 - \$6,500.00

\$1,000,001.00 to \$10,000,000.00 - \$7,600.00

\$10,000,001.00 to \$20,000,000.00 - \$9,800.00

\$20,000,000.00 to \$50,000,000.00 - \$11,000.00

\$50,000,001.00 and over - \$21,000.00

plus \$0.01 per square foot of structure

Subject Matter Experts

When any application has been submitted to the City for permits, certificate, or approval that involves the submission of technical information by the applicant, it is recognized that the City may need to incur expenses for the expertise of engineers and other subject matter experts to evaluate such technical data. As a condition of the City agreeing to consider any such application, the applicant must agree to reimburse the City at once for any such expenses. That reimbursement must be received by the City before any such permit, certificate or approval is issued. Services for subject matter experts may include but are not limited to engineering reviews, engineering studies and/or reports (related to traffic and storm water), inspections, GIS surveying and mapping of improvements, and legal services.

Development Agreements

When an application has been submitted requiring a development agreement, the City and the applicant shall establish a Memorandum of Understanding for the creation of the development agreement in accordance with section 1205.12 of the Planning and Zoning Code. As a condition of the City agreeing to consider any such application requiring a development agreement, the applicant must agree to reimburse the City at once for any such expenses related to the creation of the development agreement. Expenses may include but are not limited to services for legal and engineering reviews. Said reimbursement must be received by the City before any such permit, certificate, or approval is issued.

Planned Unit Development

Planned Unit Development \$500.00 (Residential and Commercial)

Planned Unit Development Amendments \$500.00

When an application has been submitted to the City for a Planned Unit Development, a development agreement shall be created. The City and the applicant shall establish a Memorandum of Understanding for the creation of the development agreement in accordance with section 1205.12 of the Planning and Zoning Code. As a condition of the City agreeing to consider any such application, the applicant must agree to reimburse the City at once for any such expenses

related to the creation of the development agreement. Expenses may include but are not limited to legal and engineering reviews. Said reimbursement must be received by the City before any such permit, certificate or approval is issued.

Signage

\$75.00 (permanent or face change)

Zoning

Zoning Map or Text Amendment \$500.00

Home occupation (non-profit organizations shall be exempt from a permit fee) \$75.00

Accessory use or structure zoning review \$30.00

Zoning review for new business/use \$100.00

Fence permit \$30.00 (residential and commercial)

Temporary Use \$30.00

Addition/Extension \$100

Certificate of Zoning Compliance

- Residential \$100.00 plus \$0.01 per sq. ft.
- Commercial/Industrial \$200.00 plus \$0.01 per sq. ft.

Zoning Verification \$50.00

Variance:

- Residential/Agricultural \$300.00
- Commercial/Industrial \$500.00

Conditional Use \$300.00

Lot consolidation or lot split:

- 2 lots (Residential and Commercial), excluding construction of public roadway. \$50.00

Demolition

- Residential \$50.00
- Commercial \$100.00

Administrative Appeal to the Board of Zoning Appeals \$300.00

Administrative Adjustment \$50.00

Public hearing notification Total Actual cost of publication and mailing”

SECTION 2: Section 286.09 of the Codified Ordinances is hereby amended and supplemented to read as follows:

“286.09. Building permit fees.

- (a) One-, Two- and Three-Family Residential Building permit applications shall be accompanied by a fee of \$260.00.
- (b) Residential building permit applications (other than (a) above) shall be accompanied by a fee of \$100.00.
- (c) Commercial building permit applications shall be accompanied by a fee of \$500.00.
- (d) The commercial building plan and inspection fee scheduled shall be based upon the following schedule:

Commercial and industrial buildings (OBC)		
Minimum building fee		\$500.00
Use groups A-Assembly, B-Business, E-Education, I-Institutional, M-Mercantile and R-Residential (excluding 1, 2 and 3 family structures) per the Ohio Building Code		
Structural fees:		
Base Fee		\$275.00
New construction/addition	multiply the sq. ft. times	\$0.45
Or, partial permits:		
Footing/foundation	multiply the sq. ft. times	\$0.17
Shell	multiply the sq. ft. times	\$0.17
Interior finish	multiply the sq. ft. times	\$0.20
Use groups F-Factory, H-High Hazard, S-Storage and U-Utility/Miscellaneous Per Ohio Building Code		
Structural Fees:		
Base Fee		\$275.00
New construction/addition	multiply the sq. ft. (up to 100,000 sq. ft.) times	\$0.25
Multiply sq. ft. of the portion of building over 100,000 sq. ft.		\$0.17
Or partial permits:		
Footing/foundation	multiply the sq. ft. (up to 100,000 sq. ft.) times	\$0.15
Multiply sq. ft. of the portion of building over 100,000 sq. ft.		\$0.12
Shell	multiply the sq. ft. times	\$0.15
Multiply sq. ft. of the portion of building over 100,000 sq. ft.		\$0.12
Interior finish	multiply the sq. ft. of finished area times	\$0.07
Multiply sq. ft. of the portion of building over 100,000 sq. ft.		\$0.07
Warehouses without changes after shell approval		\$500.00 + plan review fee
Electrical fees: minimum base fee		\$275.00 plus \$6.50 per 100

		sq. ft. of total floor area
Vehicle Charging		\$275.00 plus \$175.00 for additional changes on same permit
Electric for Solar Panels		\$275.00 plus \$5.00 per panel
Mechanical fees: Use groups A.B.E.I.M.R. minimum base fee		\$275.00 plus \$6.50 per 100 sq. ft. of total floor area
For Use Groups F, H, S, U,		\$275.00 plus \$200.00 per unit (no duct work)
If adding duct work to existing shell approval		\$275.00 plus \$3.00 per sq. ft. of duct work
Fire suppression fees: minimum base fee		\$275.00 plus \$6.50 per 100 sq. ft. of total floor area
Fire alarm fee: minimum base fee		\$275.00 plus \$6.50 per device
Minor alteration: per each type of permit		\$100.00 (Bldg, Elec, HVAC, Gas, Fire Protection)
Permanent signs: under 30 sq. ft.	structural	\$100.00
	electrical	\$100.00
Over 30 sq. ft.	structural	\$185.00
	electrical	\$185.00
Demolition permit: per building		\$100.00
Special inspection		\$100.00
Re-inspection fee		\$100.00
Permit renewal fee		\$100.00
Certificate of occupancy		\$300.00
Temporary certificate of occupancy		\$500.00

Occupying without certificate of occupancy	\$500.00
Commercial plan review fees: per hour	\$80.00
Commercial revision fee (base fee plus plan review fees)	\$200.00
Starting work without permits	\$200.00 or double the fees, whichever is greater.
Unspecified permit fee—For any permit type, not specifically listed in this fee schedule, the fee shall be calculated to the most similar permit type at the discretion of the Building Official.	
Board assessment	
Pursuant to Ohio R.C. 3781.102(F)(1) an assessment equal to three (3) percent of those fees imposed for plans and specifications and inspection approvals in connection with non-residential buildings shall be collected and remitted to the Ohio Board of Building Standards.	

- (e) The residential building plan and inspection fees shall be based upon the following schedule:

Residential One, Two and Three Family Buildings (RCO):	
Building fees:	
Base fee—New homes, additions and alterations	\$100.00 plus \$0.35 per sq. ft.
Electric fees:	
Base fee:	\$100.00 plus \$0.06 per sq. ft.
Construction temporary	\$100.00
Service entrance only	\$75.00
Service and additional wiring	\$100.00
Swimming pool	\$100.00
Electric Vehicle Chargers	\$100.00
Generator	\$100.00
Solar Array (Bldg. and Electric)	\$90.00 plus \$6.00 per panel

Solar Array with Battery Storage	\$125.00 plus \$6.00 per panel
Mechanical (HVAC) Fees:	
Base fee: new, addition, remodel	\$100.00 plus \$0.05 per sq. ft.
Each additional unit	\$50.00
Duct extension only	\$50.00
Replacement heating and A/C (combined)	\$100.00
Replacement heating or A/C	\$75.00
Gas piping inspection	\$75.00
Accessory structure fees:	
120 sq. ft. or less	No permit required
121 sq. ft. or greater	\$100 + \$0.25 per sq. ft.
Decks	\$100.00 + \$0.25 per sq. ft.
Swimming pools	\$100.00
Demolition permit:	
Per building	\$80.00
Administrative fees:	
Permit renewal fee	\$100.00
Re-inspection fee (3 rd and subsequent)	\$90.00
Special inspection	\$75.00
Residential revision fee	\$150.00
Minor revision	\$80.00
Certificate of occupancy	\$100.00
Copy set of residential plans/re-stamp plans	Actual Cost
Occupying without certificate of occupancy	\$500.00
Missed inspection	\$150.00
Temporary certificate of occupancy (30 days)	\$125.00
Starting work without permits	\$100.00 or double the fees, whichever is greater.
Non-permit inspection request	\$80.00
Temporary Tent 400-699 sq. ft with sides	\$80.00 plus 0.15 per sq. ft.

Temporary Tent 700 sq. ft or more with or without sides	\$100.00 plus 0.12 per sq. ft.
Fence over six feet tall	\$75.00
Board assessment	
Pursuant to Ohio R.C. 3781.102(F)(2) an assessment equal to one (1) percent of those fees imposed for plans and specifications and inspection approvals in connection with residential buildings shall be collected and remitted to the Ohio Board of Building Standards.	

(f) Special building permit fees.

- (1) A fee of \$816.14 per single-family residence will be charged at the time a new building permit is issued. This is to be a one-time fee charged only on the initial permit for the dwelling.
- (2) A fee of \$816.14 per individual family unit will be charged on all building permits for new multi-family construction.
- (3) A fee of \$816.14 will be charged on each commercial and industrial building permit at the time of issuance. This fee will be charged only once for each structure.

Effective January 1, 2009, and every January 1 thereafter, the fees required in division (a) of this section shall be increased by the annual CPI-U inflationary index as published by The United States Bureau of Labor Statistics.”

SECTION 3: This measure shall take effect and be in full force from and after earliest period allowed by law.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

First Reading: _____



RoofConnect®
NATIONAL ROOFING SERVICES

Date: 1/15/2025
City of Monroe

City of Monroe, OH Police Station (Monroe, OH) Main Roof
602 S Main St
Monroe, OH
45050

Bid #: BID-56726
Equalis Contract #:
COG-2133B

Kris Costas
kris.costas@roofconnect.com
717-571-9088

The proposed prices are based on current material and energy costs, current production schedule and all noted assumptions made herein. Some of these factors are very volatile and represent significant factors that influence the proposed prices.

SCOPE OF WORK

Base Bid:

- Fleeceback adhered roof membrane system
- 20-year manufacturer's Total System Warranty
- Approximate square feet: 37,522
- Projected Start Date: April 21, 2025
- Substantial Completion Date: July 31, 2025

Safety and Project Preparation:

- Perform a pre-job meeting to determine jobsite logistics and safety requirements.
- Furnish proposed construction schedule, if needed.
- Furnish and install proper safety equipment.
- Furnish and install warning lines to identified areas associated with ground related roofing activities.
- Clean existing roof free from debris and contaminates.

System Application:

- Apply the FleeceBACK Adhered Roofing System in conjunction with cover board and EPS Flute Fill over the existing metal roof.
- Contractor to adhere a layer of Expanded Polystyrene 1# density and the ½" SecurShield HD Cover Board over the existing metal deck at a rate of 12" on center in the field and 6" on center at perimeters and corners. Fully adhere the FleeceBack membrane to the cover board.

Miscellaneous

- Nightly tie-ins will be performed to ensure watertight integrity during project.
- Job site will be cleaned daily during the project and at the completion of the project.

Warranty

- Once final inspection is performed and final payment is received, provide a 20-year manufacturer's Total System Warranty.

BASE BID TOTAL: \$849,641.00* Accepted: ☐

*See all terms, conditions, & exclusions.

Schedule of Reimbursement – To be determined.

Notes:

- The above work including insurance, warranties, hosting, and all safety equipment are included in this proposal.

Exclusions:

- Bonds, permits, and taxes are not included in the price unless stated above.
- Attic insulation, Wood Nailers, Curbs, Soffit, Fascia, Ladders and Vents are excluded. Only sheet metal associated with Roofing is included, unless otherwise stated above.
- RoofConnect is not responsible for Plumbing, Electrical, HVAC, and Containers which may be necessary to complete the project, unless otherwise stated above. RoofConnect is not responsible for Interpretation of Local Building Code.
- This proposal is based upon current, applicable Design Standards and Suitable Decking System for Roof System proposed on this Project. This Proposal is valid for 30 days from above Date.
- Decking, Decking Support Structure, Skylight/Smoke/Hatch Attachment, Mechanical, Plumbing, Electrical, Sheathing, Framing, Bonding, Interior work or protection, Night Work, Additional Mobilizations, Exterior Cladding are excluded.



ACCEPTANCE

As authorized representative of City of Monroe, I hereby accept the above proposal, summarized as follows: Pricing is only valid for 30 days due to material volatility.

Proposed Item	Price	Accepted
Base Bid	\$849,641.00	☐
Allowance for wood nailer/blocking	\$50,000.00	☐
Allowance for Contingency	\$40,000.00	☐
Warranty Extension Program	\$ per annual	☐

ACCEPTANCE: The undersigned Customer hereby accepts this Proposal/Contract and, intending to be legally bound hereby, agrees that this writing, including the terms and conditions and documents incorporated herein, shall be a binding contract and shall constitute the entire contract upon execution of this Contract by Customer and RoofConnect. Any additional or different terms and conditions set forth in the Customer's purchase order or any other agreement between Customer and RoofConnect are expressly rejected by RoofConnect and shall not be binding upon RoofConnect. Any modification to this Proposal/Contract, including the terms and conditions and documents incorporated herein, must be in writing, signed by both parties, and it must expressly state that it is intended to modify this Proposal/Contract and its terms and conditions or documents incorporated herein.

ACCEPTED BY:

Name: _____
Signature: _____
Date: _____
Approved Contract Amount: \$ _____
Purchase Order Number: _____

PROJECT AGREEMENT TERMS AND CONDITIONS

Nature of Work. The construction services will be performed by a roofing contractor member of RoofConnect (hereinafter referred to as the "Roofing Contractor") who is qualified and licensed to perform the construction work and services referenced in this Proposal/Contract. The Roofing Contractor shall furnish the labor and material to perform the Work described herein and/or in the referenced contract documents. Neither RoofConnect nor the Roofing Contractor provide design, engineering or architectural services. It is Customer's responsibility to retain a licensed architect or engineer to determine proper design and code compliance, including a determination as to whether and what type of a vapor or air retarder is needed. If plans, specifications or other design documents have been furnished by Customer, Customer warrants that they are sufficient and conform to all applicable laws and building codes. Customer or its licensed architect or engineer is responsible for any loss, damage or expense due to defects in plans or specifications or building code violations, unless such damage results from a deviation by Roofing Contractor from what is specified. Customer is responsible for any losses due to condensation, moisture migration from the building interior or other building components, location or size of roof drains, adequacy of drainage, ponding on the roof, structural conditions or the properties of the roof deck or substrate on which the Roofing Contractor's roofing Work is installed.

Deck. Customer warrants that structures on which the Roofing Contractor is to work are in sound condition and capable of withstanding roof construction, equipment and operations. Commencement of roof installation indicates only that the surface of the roof deck appears satisfactory to attach roofing materials and that no visible defects were apparent. Customer and/or its designers and other contractors are responsible for the structural sufficiency, quality of construction (including compliance with FMG criteria), undulations, fastening and moisture content of the roof deck. Customer is responsible to test or assess moisture content of the roof deck or substrate.

Asbestos and Toxic Materials. This Proposal/Contract is based on not coming into contact with asbestos-containing or toxic materials ("ACM"). Customer is responsible for expenses, claims or damages arising out of the presence, disturbance or removal of ACM. The Contract Price shall be increased for additional expenses resulting from the presence of ACM. Customer shall indemnify RoofConnect and Roofing Contractor from and against any liability, damages, losses, claims, demands or citations arising out of the presence of ACM.

Payment. Unless stated otherwise on the face of this Proposal/Contract, within ten (10) days of substantial completion of the Work, Customer shall pay RoofConnect the Contract Price plus any additional charges for changed or extra work. If completion of the Work extends beyond one month, Customer shall make monthly progress payments to RoofConnect by the fifth (5th) day of the month for the value of Work completed during the preceding month, plus the value of materials suitably stored for the project. All sums not paid when due shall earn interest at the rate of 1% per month (12% per year). RoofConnect shall be entitled to recover from Customer all costs of collection incurred by RoofConnect, including attorneys' fees, resulting from Customer's failure to make proper payment when due. Customer's acceptance of the Work and payment from Customer is not dependent upon criteria promulgated by Factory Mutual Global, including wind uplift testing. Customer acknowledges that RoofConnect is not an insurance adjuster and that RoofConnect cannot and will not negotiate directly with Customer's insurance carriers on Customer's behalf. Customer shall be solely responsible for payment in full to RoofConnect and any reimbursement to Customer by an insurance carrier shall be Customer's sole responsibility to negotiate and resolve.

Right to Stop Work. The failure of Customer to make proper payment when due shall, in addition to all other rights, constitute a material breach of contract and shall entitle RoofConnect, at its discretion, to direct Roofing Contractor to suspend all Work and shipments, including furnishing warranty, until full payment is made. The time period to perform the Work shall be extended for a period equal to the period during which the Work was suspended, and the Contract Price shall be increased by the amount of reasonable costs of shut-down, delay and start-up.

Insurance. RoofConnect shall require its Roofing Contractor to carry workers' compensation and commercial general liability insurance. Upon request by Customer, RoofConnect will furnish to Customer a Certificate of Insurance showing the Roofing Contractor's insurance coverage. Customer shall purchase and maintain builder's risk and property insurance sufficient to cover the total value of the entire Project on a replacement cost basis, including labor and materials furnished, covering fire, extended coverage, malicious mischief, vandalism and theft on the premises to protect against loss or damage to material and partially completed Work until the job is completed and accepted. Moneys owed to RoofConnect shall not be withheld by reason of any damage or claim that is covered by liability, property or builder's risk insurance.

Additional Insured. If Customer requires that Customer or others be listed as additional insureds on the liability insurance policy, Customer agrees that the naming of Customer or others as additional insureds is intended to apply to claims made against the additional insured only to the extent the claim is due to the negligence of the Roofing Contractor and it does not apply to or make the insurer liable for claims that are due to the fault of the additional insured.

Clean-up; Interior Protection. Customer acknowledges that re-roofing of an existing building may cause disturbance, dust, debris or fireproofing to fall into the interior depending on existing building conditions. Customer agrees to remove or protect property directly below the roof in order to minimize potential interior damage. Customer shall be responsible for clean-up, disturbance, damage or loss to interior property that Customer did not remove or protect prior to commencement of roofing operations. Customer shall notify tenants of re-roofing and the need to provide protection underneath areas being re-roofed. Customer agrees to hold harmless RoofConnect and Roofing Contractor from claims of tenants who were not so notified and did not provide protection. Unless otherwise specified on the face of this Proposal/Contract, Customer shall provide all trash dumpsters for disposal of roofing materials during performance of the Work.

Deck Repairs and Unforeseen Conditions. Any work required to replace rotten or missing wood or deteriorated decking to make the deck suitable for roof installation shall be done on a labor and material or unit price basis as an extra unless specifically included in the Scope of Work. Deck repairs or replacement shall be performed as needed to provide an adequate substrate for the roofing materials. Unforeseen conditions that may affect the Work will be reported to Customer and authorization requested prior to permanent repairs being performed.

Schedule. Any dates provided in this Proposal/Contract for commencement and progress of the Work are estimated and subject to change. RoofConnect will promptly notify Customer of any changes in the date of commencement or estimated date of completion of the Work.

Damages and Delays/Force Majeure. Customer shall coordinate the Project so that the Project proceeds in an orderly and customary manner and so as to avoid newly installed roofing being used as a surface for on-going construction work. If others damage the Work, including damage to temporary tie-ins and punctures, cuts and tears in the roof membrane or flashings, Customer agrees to backcharge those causing the damage. Any repairing of the same will be charged as an extra on a time and materials basis, and the time for performance shall be extended for a time sufficient to make such repairs. For damage or delay caused by circumstances beyond the control of the parties, including but not limited to acts of God, pandemics, epidemics, quarantines, accidents, unavoidable casualties, snow, ice dams, fire, adverse weather, vandalism, regulation, strikes, jurisdictional disputes, disruption in supply chains, failure or delay of transportation, shortage of or inability to obtain materials or equipment or labor and delays caused by others, the time for performance of the Work shall be extended and the Contract Price shall be increased for additional costs of performing the Work due to such circumstance(s).

Roof Projections. The Work includes flashing roof projections that are in place prior to installation of roofing or shown on the architectural plans provided by Customer. Penetrations not shown on the plans provided by Customer prior to submittal of this Proposal/Contract or required after installation of roofing shall be considered an order for extra work, and the Contract Price shall be increased based on time and material rates for additional expenses resulting from additional penetrations.

Changes in the Work and Extra Work. Customer shall be entitled to request in writing extra or changed work that is not part of the original Scope of Work, and the total Contract Price shall be adjusted accordingly. Customer shall not give orders for work that is required to be performed at that time and then refuse to make payment on the grounds that a Change Order was not executed at the time the work was performed or Customer's representative was not authorized to order the change. This Proposal/Contract is based upon all Work being performed during regular working hours. Extra charges will be made for overtime and Work performed outside of regular working hours, if required by Customer.

Wind Loads or Uplift Pressures. Design Professional is responsible to design the Work to be in compliance with applicable codes and regulations and to specify or show the work that is to be performed, including calculation or verification of wind-load design. To the extent minimum wind loads or uplift pressures are required, the Contract Price is based solely on manufacturer's printed test results. No representations are made regarding wind uplift capacity.

Tolerances. All labor and materials shall be furnished in accordance with normal industry standards and industry tolerances for uniformity, color, variation, thickness, size, weight, finish and texture. Specified quantities are intended to represent an average over the entire roof area.

Fumes and Emissions. Customer acknowledges that odors and emissions from roofing products will be released as part of the roofing operations. Customer shall be responsible for interior air quality, including controlling mechanical equipment, HVAC units, intake vents, wall vents, windows, doors and other openings to prevent fumes and odors from entering the building. Customer is aware that roofing products emit fumes, vapors and odors during the application process. Some people are more sensitive to these emissions than others. Customer shall hold RoofConnect and Roofing Contractor harmless from claims from third parties relating to fumes and odors that are emitted during the normal roofing process.

Material Cost Escalation. Steel products, asphalt, polyisocyanurate and other roofing products are sometimes subject to unusual price volatility due to conditions that are beyond the control of the parties. If there is an increase in these or other roofing products between the date of this Proposal/Contract and the time when the Work is to be performed, the Contract Price may be increased to reflect the additional cost, upon submittal of written documentation and advance notice.

Backcharges. No backcharges or claims for payment of services rendered or materials and equipment furnished by Customer shall be valid unless previously authorized in writing by RoofConnect and unless written notice is given to RoofConnect within five (5) days of the event, act or omission which is the basis of the backcharge.

Roof Top Safety. Customer warrants there will be no live power lines on or near the roof servicing the building where the Work will be performed and that Customer will turn off any such power supplies to avoid an electrocution risk. Customer will indemnify Roofing Contractor and RoofConnect from personal injury and other claims and expenses if Customer fails to turn-off power so as to avoid injury resulting from the presence of concealed electrical conduit and live electrical power. Customer is responsible for costs of repair or damages, including disruption of service, resulting from damage to undisclosed or concealed electrical or other utility lines. Customer shall shut down roof located electronic equipment that emits or receives radio frequency waves while the Work is being performed on the roof so that workers will not be subject to radio frequency waves or electromagnetic radiation while working on the roof and shall indemnify and hold harmless RoofConnect and Roofing Contractor from any personal injury claims resulting from a failure by Customer to do so. Except for workers performing the Work, Customer is responsible for the safety of persons or entities whom Customer allows or authorizes to be on the roof. Customer agrees to and shall indemnify and hold Roofing Contractor and RoofConnect harmless, including attorneys' fees, from claims for personal injury by persons or entities whom Customer has allowed or authorized to be on the roof.

Conduit and Materials Attached to Deck. The Contract Price is based upon there not being electrical conduit, cables, wires or other materials embedded within the roof assembly or attached directly to the underside or topside of the roof deck upon which the new roof will be installed. Customer is responsible for all loss and damage caused by conduit, wires, cables, pipes, fireproofing or any objects attached to the underside of the roof decking which could be damaged during installation of the new roof system or repairs.

Availability of Site. Customer shall provide direct access to the work site for the passage of trucks and materials and direct access to the roof. The raising, disconnection, re-connection, or relocation of any mechanical equipment on the roof that may be necessary to perform the roofing work shall be performed by others or treated as an extra. The Work shall not be required to begin until underlying areas are ready and acceptable to receive the Work and sufficient areas of roof deck are clear and available and free from snow, water or debris to allow for continuous full operation. The expense of any extra trips to and from the job as a result of the job not being ready for the Work after Customer has provided notice to proceed will be charged as an extra. Customer shall provide at the worksite sufficient storage room for all materials and reasonable use of such facilities as scaffolding, elevators, and such other equipment as may be available for handling materials. Customer shall permit the use of driveways and paved areas leading to or adjacent to the worksite for equipment without liability occasioned by such use. Customer shall supply at the worksite for performance of the Work: water, power, site security, and clear access to work area.

Warranty. A manufacturer's warranty shall be furnished to Customer if a manufacturer's warranty is called for on the face of this Proposal/Contract. It is expressly agreed that in the event of alleged defects in the materials furnished, Customer shall have recourse only against the manufacturer of such material. The Roofing Contractor's workmanship warranty, which shall warrant the workmanship for a period of 12 months from completion of the Work, shall be furnished to the Customer. The workmanship warranty will not extend to conditions, leaks or damages caused by (1) abuse, misuse, vandalism, lack of maintenance, accident or negligence in maintaining the roof by Customer or others; (2) lightning, hail, windstorm, hurricane, earthquake, thermal shock or other acts of God; (3) other building components, including solar equipment, building movement, cracking, settlement, deflection of roof deck, dry rot, deterioration of walls, water entry through masonry or other building components, vapor condensation from below, and defects in the materials used as a base under the roof; (4) faulty vents, equipment supports, and other penetrations of the roof work and edge conditions, unless such items were included in the Work; (5) installation, service or maintenance of roof top equipment, solar equipment, plant media, overburden or traffic of any nature on the roof by Customer or others; (6) acts or omissions of Customer or others; (7) movement of metal work; (8) ponding of water; (9) discharge of oils, greases, solvents or chemicals; (10) damage caused by termites, insects, birds or animals; (11) penetration of the roofing from beneath by nails or other fasteners; (12) ice dams; or (13) blockage of roof drains or gutters. If, during the term of the workmanship warranty, the subject property is exposed to tornadoes, hurricanes, or earthquakes, the warranty will be void and cancelled. **ALL IMPLIED WARRANTIES AND SPECIFICALLY THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED.**

Existing Conditions. Customer is responsible for leakage through the existing roof or other portions of the building that have not yet been reroofed by Roofing Contractor.

Mold. Customer agrees to act promptly so that roof leaks are not a source of potential interior mold growth. Customer will make periodic inspections for signs of water intrusion and act promptly including prompt notice to RoofConnect if Customer believes there are roof leaks. Repairs to deficient workmanship shall be made promptly after RoofConnect receives written notice of leaks. Customer is responsible for monitoring any leak areas and for indoor air quality. Customer shall hold harmless and indemnify RoofConnect and Roofing Contractor from claims due to indoor air quality and resulting from a failure by Customer to maintain the building in a manner to avoid growth of mold.

Material References. Technical specifications (i.e., R-value, ASTM or UL compliance) of materials used are represented as such by the material manufacturers. RoofConnect and its Roofing Contractor are not responsible for verifying such technical specifications.

Oil-canning. Metal roofing and wall panels, especially lengthy flat-span sheet-metal panels, often will exhibit waviness, commonly referred to as "oil-canning." The degree of oil-canning and the appearance of the panels will vary depending on factor such as the length and color of the panels, alloy, gauge, galvanizing process, substrate condition, and exposure to sunlight. Oil-canning pertains to aesthetics and not the performance of the panels and is not controlled by the roofing work performed. The type of metal roofing or wall panels specified can affect the degree of oil-canning. Oil-canning shall not be grounds to withhold payment or reject panels of the type specified.

Specific Exclusions. Unless specifically included in the Scope of Work on the face of this Proposal/Contract, the following items are expressly excluded from the Work: (1) bonds of any kind; (2) costs for permits and third-party inspections; (3) overtime, after-hours work, and work on any legally recognized holiday; (4) LEED Certification or any other type of green building certification; (5) repair of any damaged landscaping and repair or painting of other property; (6) abatement of asbestos and any other hazardous material; (7) labor and materials not specifically described on the face of this Proposal/Contract; and (8) security services.

Dispute Resolution. If a dispute arises between the parties with respect to any matters or questions arising out of or relating to this Contract or the breach thereof, the parties will seek to mediate the dispute. If mediation is unsuccessful, arbitration shall be administered by and conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association unless the parties mutually agree otherwise. Customer agrees to the joinder of any third parties, including Roofing Contractor, in the arbitration proceeding at the request of RoofConnect. The location of such arbitration shall be Little Rock, Arkansas or such other location as agreed by the parties. This agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in any court having jurisdiction thereof. Any legal claim against RoofConnect must be initiated no later than two (2) years after completion of the Work. Collection matters may be processed through litigation or arbitration at the discretion of RoofConnect.

Governing Law. This Contract/Proposal shall be governed by the laws of the State of Arkansas.

Limitation of Liability. ROOFCONNECT SHALL NOT IN ANY CIRCUMSTANCE, INCLUDING, BUT NOT LIMITED TO, BREACH OF CONTRACT, BREACH OF WARRANTY, TORT CLAIMS (INCLUDING NEGLIGENCE) OR OTHER GROUNDS, BE LIABLE FOR PUNITIVE, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, SUCH AS LOST PROFITS, LOSS OF REVENUE, BUSINESS INTERRUPTION, LOSS OF PRODUCT OR PRODUCTION AND SIMILAR LOSSES. TO THE FULLEST EXTENT PERMITTED BY LAW, ROOFCONNECT'S LIABILITY FOR DAMAGES ARISING OUT OF THIS PROPOSAL/CONTRACT AND/OR THE WORK, WHETHER SUCH DAMAGES ARE BASED ON BREACH OF CONTRACT, BREACH OF WARRANTY, TORTS (INCLUDING NEGLIGENCE) OR OTHER GROUNDS, SHALL NOT EXCEED TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OR THE CONTRACT PRICE, WHICHEVER IS LESS. Customer acknowledges and agrees that any advice or other assistance furnished by RoofConnect regarding any labor, equipment, goods, materials, or systems, whether or not furnished hereunder, is provided solely in RoofConnect's capacity as manager of a network of roofing contractors and shall not be construed as advice or assistance of a professional consultant, engineer or designer; therefore, RoofConnect shall have no liability to Customer or others with respect to any such advice or assistance.

Status of RoofConnect. It is understood by the parties that RoofConnect itself is not a licensed construction contractor and will not itself perform the construction services referenced in this Proposal/Contract. RoofConnect provides a network of leading professional roofing contractors operating throughout the United States. The construction services will be performed by a Roofing Contractor member of RoofConnect who is qualified and licensed to perform the construction work and services referenced in this Proposal/Contract.

Entire Agreement. This Proposal/Contract, including these Terms and Conditions and documents specifically listed as Contract Documents on the Proposal/Contract, constitutes the entire agreement between the parties with respect to the subject matter herein.

The National Roofing Contractors Association (NRCA) performed a study comparing three roof maintenance philosophies and their impact on roof life. Their findings showed the following:

Maintenance Type	Average Life Span
Unmaintained	10 to 14 years
Maintained	14 to 20 years
Managed	20 to 35 years

ROOFING TOTAL COST OF OWNERSHIP REACTIVE VS. PREVENTATIVE MAINTENANCE

IN GENERAL, MAINTENANCE FALLS INTO TWO CATEGORIES: REACTIVE OR PREVENTATIVE.

REACTIVE MAINTENANCE focuses on repairing an asset once failure occurs. **PREVENTATIVE MAINTENANCE**, however, focuses on avoiding repairs and asset failure through preventative and predictive methods.

THE BENEFITS OF PREVENTATIVE MAINTENANCE

Preventative maintenance is a management strategy to provide and maintain serviceable roofing assets. It is a multi-year planned strategy to select most effective treatments to preserve your roof, to impede their future deterioration and to maintain or to improve their functional condition while maintaining a safe and dry building interior.



A study on repair costs was performed by the country's largest roofing manufacturer. They found the average cost to maintain a roof as part of an asset management program to be \$0.04 per square foot. The average cost of repairs performed on a reactive basis was four times as much at \$0.16 per square foot! While these studies can provide an idea of the costs associated with reactive repairs, they did not include the hidden costs resulting from the need for roof repair. These include damage to insulation (loss of energy efficiency), deck degradation (structural concerns), damage to ceiling tiles, business disruptions, product loss, and slip & fall litigation.

TOTAL COST OF OWNERSHIP

Choosing to pursue a preventative maintenance plan can save you money and extend the life of your roof. In the example in Figure 2, a case study was performed, comparing total cost of ownership when a preventative maintenance plan is enacted versus the cost of maintaining your roof asset reactively.

THE PREVENTATIVE MAINTENANCE PLAN NOT ONLY EXTENDS THE LIFE OF YOUR ROOF BUT SAVES YOU 43% OF THE TOTAL COST PER YEAR!

REACTIVE MAINTENANCE		PREVENTATIVE MAINTENANCE	
Roof Installation Cost	\$265,000.00	Roof Installation Cost	\$265,000.00
		PM Cost (annual inspection/maintenance)	\$85,000.00
Leak Service	\$48,000.00	Leak Service	\$10,000.00
Repair Cost	<u>\$15,000.00</u>	Repair Cost	<u>\$15,000.00</u>
Total Cost Roof #1	\$328,000.00	Total Cost	\$375,000.00
Life of Roof (years)	12	Life of Roof (years)	24
Re-roof Installation Cost	\$265,000.00		
Leak Service	\$48,000.00		
Repair Cost	<u>\$15,000.00</u>		
Total Cost of Roof #2	\$328,000.00		
Total Cost Over 24 Years	\$656,000.00	Total Cost Over 24 Years	\$375,000.00
Total Cost of Ownership (per year)	<u>\$23,333.00</u>	Total Cost of Ownership (per year)	<u>\$15,625.00</u>

CITY OF MONROE POLICE STATION REROOFING PROJECT

November 2024

PART 1 GENERAL

1.01 DESCRIPTION

A. The CITY OF MONROE POLICE STATION REROOFING PROJECT is located at 602 S, Main St in Monroe, OH. 45050. Gary Morton, Director of Public Works, is the Owner's Representative and may be contacted regarding any questions or for a pre-bid job site inspection, phone 513-.727-8953 or via email at mortong@monroehio.gov.

B. This will be a RoofConnect Project utilizing the Equalis Group Cooperative Contract. Contract #: **COG-2133B. Questions related to the Cooperative Contract will be directed to Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com.**

C. The project consists of installing Carlisle's Sure-Seal (White) FleeceBACK Adhered Roofing System in conjunction with Flexible FAST Adhesive as outlined below:

Apply the FleeceBACK Adhered Roofing System in conjunction with cover board and EPS Flute Fill over the existing metal roof. Project size is approximately 25,722 sf on the Police Station and 11,800 sf on the retail/mixed use of the building. The project will be phased in a manner to avoid any disruption to the operations of the Police Department and current tenants.

Contractor to adhere a layer of Expanded Polystyrene 1# density and the 1/2" SecurShield HD Cover Board over the existing metal deck at a rate 6" on center in the field and 6" on center at perimeters and corners. Fully adhere the FleeceBack membrane to the cover board at a rate of 4" on center.

D. Contractor is responsible for the removal, re-installation, and re-certification of the lightning protection for the entire building. Lightning Protection Contractor is to be an certified Lightning Protection installer.

E. Provide and install new sheet metal items, including wind-rated copings, bib flashing, edge/gravel stop metal, vent flashings, termination bars and counter- flashings all fabricated and tested by ANSI/SPRI. Contractor to provide current documentation of testing with their bid. The existing coping is to be removed and replaced with new 24 gauge coping. An allowance of \$50,000 will be included with the bid for wood nailer/blocking replacement where needed on this project. Installation of new fire treated wood blocking is to be secured per FM 1-49.

F. Installation of new gutters and downspouts with a color selected by the owner. Downspout locations to remain and tie-in to the existing storm line locations. Downspouts and gutters will be engineered and sized to properly manage drainage runoff requirements.

G. Installation of new membrane flashings and roof accessories/specialties. Include new metal flashing and new expansion joints on masonry wall conditions. Details will be required for the high parapets at the Police Station entrance and the ACM panels.

H. Contractor is to furnish and install a crossover between the 2 roof levels. Crossover to be a hot dip galvanized unit made to size. See the attached drawing prepared by Safety Rail Company, LLC, phone number 513-375-7852.

I. Installation of new tapered insulation behind all curbs/units as necessary.

J. Installation of walk pads around mechanical equipment, including walk paths between equipment and from roof access point.

- K. Access to the Police Station including rear building access will be maintained throughout the project.
- L. The Contractor shall be required to apply for all permits and inspections, however, the City will waive all fees for permits and inspections. National Inspection Corp. handles all permit review, issuance and inspections.

1.02 EXTENT OF WORK

- A. Provide all labor, material, tools, equipment, and supervision necessary to complete the installation of a Sure-Seal FleeceBACK Adhered Roofing System including flashings and insulation as specified herein and as indicated on the drawings provided by RoofConnect in accordance with the manufacturer's most current specifications and details.
- B. The roofing contractor shall be fully knowledgeable of all requirements of the contract documents prepared by RoofConnect and shall make themselves aware of all job site conditions that will affect their work.
- C. The roofing contractor shall confirm all given information and advise the building owner, prior to bid, of any conflicts that will affect their cost proposal.
- D. Any contractor who intends to submit a bid using a roofing system other than the approved manufacturer must submit for pre-qualification in writing fourteen (14) days prior to the bid date. Any contractor who fails to submit all information as requested will be subject to rejection. Bids will be received by RoofConnect.

1.03 SUBMITTALS

- A. Prior to starting work, the roofing contractor must submit the following:
 - 1. Shop drawings showing layout, details of construction and identification of materials.
 - 2. A sample of the manufacturer's Membrane System Warranty.
 - 3. Submit a letter of certification from the manufacturer which certifies the roofing contractor is authorized to install the manufacturer's roofing system and lists foremen who have received training from the manufacturer along with the dates training was received.
 - 4. Certification of the manufacturer's warranty reserve.
- B. Upon completion of the installed work, submit copies of the manufacturer's final inspection to the specifier prior to the issuance of the manufacturer's warranty.

1.04 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver materials to the job site in the manufacturer's original, unopened containers or wrappings with the manufacturer's name, brand name and installation instructions intact and legible. Deliver in sufficient quantity to permit work to continue without interruption.
- B. Comply with the manufacturer's written instructions for proper material storage.
 - 1. Store FleeceBACK membrane in a dry area. Moisture absorbed by the fleece backing must be removed using a wet-vac system prior to membrane adhesive.
 - 2. Store other materials between 60°F and 80°F in dry areas protected from water and direct sunlight. If exposed to lower temperature, restore to 60°F minimum temperature before using.
 - 3. Store materials containing solvents in dry, well ventilated spaces with proper fire and safety precautions. Keep lids on tight. Use before expiration of their shelf life.
 - 4. Insulation/underlayment must be stored so that it is kept dry and is protected from the elements. Store bundles flat and upright with the bottom of the bundles elevated (2" or more) above the finished surface.

5. Slit the insulation bundle packaging vertically down the center of the two short sides to prevent moisture accumulation within the package. Completely cover the bundle with a waterproof tarp and secure to prevent wind damage and / or displacement. **Materials stored on site must be stored outside the fenced in area of the Police Department. Material shall not impede any of the Police Department gates 24/7.**
- C. Any materials which are found to be damaged shall be removed and replaced at the applicator's expense.

1.05 WORK SEQUENCE

- A. Schedule and execute work to prevent leaks and excessive traffic on completed roof sections. Care should be exercised to provide protection for the interior of the building and to ensure water does not flow beneath or wick into any completed sections of the membrane system.
- B. Do not disrupt activities or access in occupied spaces. Police Station is a 24/7 operation.

1.06 USE OF THE PREMISES

- A. Before beginning work, the roofing contractor must secure approval from the building owner's representative for the following:
 1. Areas permitted for personnel parking.
 2. Access to the site.
 3. Areas permitted for storage of materials and debris.
 4. Areas permitted for the location of cranes, hoists and chutes for loading and unloading materials to and from the roof.
- B. Parking or access within the Police Department limits are not permitted.

1.07 EXISTING CONDITIONS

If discrepancies are discovered between the existing conditions and those noted on the drawings, im prepared by RoofConnect, immediately notify the owner's representative in writing, via e-amil, or by phone and solicit the manufacturer's approval prior to commencing with the work. Necessary steps shall be taken to make the building watertight until the discrepancies are resolved.

1.08 PRECONSTRUCTION CONFERENCE

- A. A pre-bid meeting will be coordinated by Roofconnect and held at the job site on **Date** at **Time**. Contact Mr. Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com with any questions regarding the pre-bid meeting or bids. Contact the owner's representative, Mr. Gary Morton, Director of Public Works in writing or via e-mail (mortong@monroeohio.gov), to schedule a site visit.
- B. Prior to bid submittal, the roofing contractor should schedule a job site inspection to observe actual conditions and verify all dimensions on the roof. The job site inspection may occur on the day of the pre-bid meeting or prior to such a meeting. Should access to the roof be necessary before or after the pre-bid meeting, the contractor must contact the owner's representative Mr. Gary Morton, Director of Public Works in writing or via e-mail (mortong@monroeohio.gov), to coordinate an appropriate time.
- C. Bids must be delivered to the following individual no later than **Time** on **Date**:

Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com.

- C. Any conditions which are not shown on the shop drawings should be indicated on a copy of the shop drawing and included with bid submittal if necessary to clarify any conditions not shown.

1.09 TEMPORARY FACILITIES AND CONTROLS

A. Temporary Utilities:

1. Water, power for construction purposes and lighting are/are not available at the site and will/will not be made available to the roofing contractor.
2. Provide all hoses, valves and connections for water from a source designated by the owner when made available.
3. When available, electrical power should be extended as required from the source. Provide all trailers, connections and fused disconnects including any required temporary electrical permits from the City of Monroe, Ohio.

B. Temporary, Sanitary Facilities

Sanitary facilities will not be available at the job site. The roofing contractor shall be responsible for the provision and maintenance of portable toilets or their equal. **Sanitary facilities shall be cleaned weekly.**

C. Building Site:

1. The roofing contractor shall use reasonable care and responsibility to protect the building and site against damages. The contractor shall be responsible for the correction of any damage incurred as a result of the performance of the contract.
2. The roofing contractor shall remove all debris from the job site in a timely and legally acceptable manner so as to not detract from the aesthetics or the functions of the building.

D. Security:

Obey the owner's requirements for personnel identification, inspection and other security measures.

1.10 JOB SITE PROTECTION

- A. The roofing contractor shall adequately protect building, paved areas, service drives, lawn, shrubs, trees, etc. from damage while performing the required work. Provide canvas, boards and sheet metal (properly secured) as necessary for protection and remove protection material at completion. The contractor shall repair or be responsible for costs to repair all property damaged during the roofing application.
- B. **During the roofing contractor's performance of the work, the building owner, Police Department and tenant (s) will continue to occupy the existing building.** The contractor shall take precautions to prevent the spread of dust and debris, particularly where such material may sift into the building. The roofing contractor shall provide labor and materials to construct, maintain and remove necessary, temporary enclosures to prevent dust or debris in the construction area(s) from entering the remainder of the building.
- C. Do not overload any portion of the building, by either use of or placement of equipment, storage of debris, or storage of materials.
- D. Protect against fire and flame spread. Maintain proper and adequate fire extinguishers.
- E. Take precautions to prevent gutters and downspouts from clogging during the roofing application. Remove debris at the completion of each day's work and clean gutters and downspouts, if required. At completion, test gutters and downspouts to ensure the system is free running and drains are watertight.
- F. Store moisture susceptible materials above ground and protect with waterproof coverings.

- G. Remove all traces of piled bulk material and return the job site to its original condition upon completion of the work.

1.11 SAFETY

- A. The roofing contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state and federal requirements that are safety related. **Safety shall be the responsibility of the roofing contractor.** All related personnel shall be instructed daily to be mindful of the full time requirement to maintain a safe environment for the facility's occupants including staff, visitors, customers and the occurrence of the general public on or near the site.

1.12 WORKMANSHIP

- A. Applicators installing new roof, flashing and related work shall be factory trained and approved by the manufacturer they are representing.
- B. All work shall be of highest quality and in strict accordance with the manufacturer's published specifications and to the building owner's satisfaction.
- C. There shall be a supervisor on the job site at all times while work is in progress.

1.13 QUALITY ASSURANCE

- A. The Sure-Seal Membrane Roofing System must achieve a UL Class "A" rating.
- B. The specified roofing assembly must have been successfully tested by a qualified testing agency to resist The design uplift pressures calculated according to American Society of Civil Engineers (ASCE 7).
- C. The membrane must be manufactured by the material supplier. Manufacturer's supplying membrane made by others are not acceptable.
- D. Unless otherwise noted in this specification, the roofing contractor must strictly comply with the manufacturer's current specifications and details.
- E. The roofing system must be installed by an applicator authorized and trained by the manufacturer in compliance with shop drawings as approved by the manufacturer. The roofing applicator shall be thoroughly experienced and upon request be able to provide evidence of having at least five (5) years successful experience installing single-ply EPDM roofing systems and having installed at least one (1) roofing application or several similar systems of equal or greater size within one year.
- F. Provide adequate number of experienced workmen regularly engaged in this type of work who are skilled in the application techniques of the materials specified. Provide at least one thoroughly trained and an experienced superintendent on the job at all times roofing work is in progress.
- G. There shall be no deviations made from this specification or the approved shop drawings without the prior written approval of the specifier. Any deviation from the manufacturer's installation procedures must be supported by written certification on manufacturer's letterhead and presented for the specifier's consideration.
- H. Upon completion of the installation, the applicator shall arrange for an inspection to be made by a non-sales technical representative of the membrane manufacturer in order to determine whether or not corrective work will be required before the warranty will be issued. Notify the building owner seventy-two (72) hours prior to the manufacturer's final inspection.

1.14 JOB CONDITIONS, CAUTIONS AND WARNINGS

Refer to Carlisle's FleeceBACK Adhered Roofing System specification for General Job Site Considerations.

- A. Safety Data Sheets (SDS) must be on location at all times during the transportation, storage and application of materials.
- B. **Do not apply Flexible FAST Adhesive** when surface and/or ambient temperatures are **below 25°F. Adhesive temperature must be at 70 degrees or above to apply.**
- C. The contractor must exercise caution during when spraying adhesive to avoid overspray.

Use a non-atomizing spray tip such as the Graco Spatter Tip and reduce spray pressure to 500 – 800 psi to increase adhesive droplet size and reduce airborne mist. Maintain hand held wind screens on-site for use as necessary. Extruding Flexible FAST Adhesive is also recommended for the elimination of overspray concerns.
- D. When positioning membrane sheets, exercise care to locate all field splices away from low spots and out of drain sumps. All field splices should be shingled to prevent bucking of water.
- E. When loading materials onto the roof, the Carlisle Authorized Roofing Applicator must comply with the requirements of the building owner to prevent overloading and possible disturbance to the building structure.
- F. Proceed with roofing work only when weather conditions are in compliance with the manufacturer's recommended limitations, and when conditions will permit the work to proceed in accordance with the manufacturer's requirements and recommendations.
- G. Proceed with work so new roofing materials are not subject to construction traffic. When necessary, new roof sections shall be protected and inspected upon completion for possible damage.
- H. Provide protection, such as 3/4 inch thick plywood, for all roof areas exposed to traffic during construction. Plywood must be smooth and free of fasteners and splinters.
- I. The surface on which the insulation or roofing membrane is to be applied shall be clean, smooth, dry, and free of projections or contaminants that would prevent proper application of or be incompatible with the new installation, such as fins, sharp edges, foreign materials, oil and grease.
- J. New roofing shall be complete and weather tight at the end of the work day. Care must be taken to avoid wicking water through the fleece by properly sealing exposed edges of the membrane
- J. Contaminants such as grease, fats and oils shall not be allowed to come in direct contact with the roofing membrane.

1.15 WARRANTY

- A. Provide manufacturer's **20 year Total System Warranty** covering both labor and material with no dollar limitation. The maximum wind speed coverage shall be peak gusts of **90 mph** measured at 10 meters above ground level. Certification is required with bid submittal indicating the manufacturer has reviewed and agreed to such wind coverage.
- B. Warranty shall also cover leaks caused by accidental punctures:
 - 1. **16 man-hours per year for 115-mil FleeceBACK**
- C. Warranty shall also cover leaks caused by hail:
 - 1. **Hail up to 2" diameter hail when 115-mil FleeceBACK is installed**

- D. Pro-rated System Warranties shall not be accepted.
- E. Evidence of the manufacturer's warranty reserve shall be included as part of the project submittals for the specifier's approval.

PART 2 PRODUCTS

2.01 GENERAL

- A. All components of the specified roofing system shall be products of Carlisle SynTec or accepted by Carlisle SynTec as compatible.
- B. Unless otherwise approved by the specifier and accepted by the membrane manufacturer, all products (including adhesives, insulation, fasteners, fastening plates and edgings) must be **manufactured and supplied** by the roofing system manufacturer and covered by the warranty.

2.02 MEMBRANE

- A. Furnish Sure-Seal (White) FleeceBACK 115-mil membrane. The membrane shall conform to the minimum physical properties of ASTM D4637-96, Type III (Fabric-backed membrane). Membrane sheets are 10' wide and 50' or 100' long and incorporate factory-applied splice tape (FAT) along the length of the membrane. Smaller 5' x 40' rolls are also available in the 115-mil thicknesses.
- B. Dynamic Puncture Resistance (ASTM D5635-04a) of 20 joules for 115-mil membrane.
- C. Static Puncture Resistance (ASTM D120) of 19 lbf for 115-mil membrane.

2.03 INSULATION/UNDERLAYMENT

- A. When applicable, insulation shall be installed in multiple layers and secured with Carlisle Flexible FAST Adhesive to the substrate in accordance with manufacturer's published specifications.
- B. Insulation shall be supplied by Carlisle SynTec.
 - 1. **Carlisle SecurShield HD Cover Board**— a rigid insulation panel composed of a high-density, closed-cell polyisocyanurate foam core laminated to moisture resistant coated-glass fiber-mat facer for use as a cover board or recover board meeting ASTM 1289-06, Type II, Class 2 (109 psi max). Available 1/2" thick 4' x 8' panel weight 11 lbs with an R-value of 2.5.
 - 2. **InsulFoam I (EPS: Expanded Polystyrene)** – A closed-cell lightweight tapered expanded polystyrene (EPS) that meets ASTM C578, Type I. Nominal density of 1.0 lbs/cubic ft (pcf) available in 4' x 4' or 4' x 8' sizes with thickness from 1/4" to 40". Custom lengths and widths boards are available. Specified beneath Carlisle SecurShield HD Board.

2.04 FASTENING COMPONENTS

To be used for mechanical attachment of termination bar.

- 1. **HP Term Bar Nail-Ins:** A 1-1/4" long expansion anchor with a zinc plated steel drive pin used for fastening the Carlisle Termination Bar or Seam Fastening Plates to concrete, brick, or block walls.

2.05 ADHESIVES, CLEANERS AND SEALANTS

All products shall be furnished by Carlisle and specifically formulated for the intended purpose.

1. **Flexible FAST Adhesive:** An elongating impact resistant two component insulating urethane adhesive used to attach insulation and FleeceBACK membrane. Packaging formats include 50 and 15 gallon drums as well as Dual Tank Adhesive and 5 gallon Bag in a Box formats.
 1. Adhesive to provide 150% elongation in conjunction with fleece backed membrane – ASTM D412
 2. MDI content of Part A material less than 25%
2. **Carlisle Weathered Membrane Cleaner:** A clear, solvent-based cleaner used to loosen and remove dirt and other contaminants from the surface of exposed EPDM membrane (for repairs, etc.) prior to applying EPDM Primer. Weathered Membrane Cleaner can also be used when applying Splicing Cement. Available in 1 and 5-gallon pails.
3. **Sure-Seal SecurTAPETM:** A 6" wide (used for 20-year Warranty Systems) by 100' long splice tape used for splicing adjoining sections of EPDM membrane. Complies with the South Coast Air Quality Management District Rule 1168.
4. **Sure-Seal HP-250 Primer:** A solvent-based primer used to prepare the surface of EPDM membrane for application of Splice Tape or Pressure-Sensitive products. This Primer can also be used in conjunction with EP-95 Splicing Cement in lieu of Splice Cleaner. Available in 1 gallon pails.
5. **Lap Sealant:** A heavy-bodied material used to seal the exposed edges of a membrane splice. A pre-formed Lap Sealant tool is included in each carton of Lap Sealant. Available in tubes.
 - a. Sure-Seal Lap Sealant: White sealant for use with Sure-Seal (White) Roofing Systems.
6. **Water Cut-Off Mastic:** A one-component, low viscosity, self wetting, Butyl blend mastic used as a sealing agent between the EPDM membrane or Elastoform Flashing and applicable substrates. Available in tubes.
7. **Pourable Sealer:** A black, two-component, solvent-free, polyurethane based product used for tie-ins and as a sealant around hard-to-flash membrane penetrating objects such as clusters of pipes and for a daily seal when the completion of flashings and terminations cannot be completed by the end of each work day.
8. **One-Part Pourable Sealer:** Available in black or white, a one-component, moisture curing, elastomeric polyether sealant used for attaching lightning rod bases and ground cable clips to the membrane surface and as a sealant around hard-to-flash penetrations such as clusters of pipes.
9. **Universal Single-Ply Sealant** A one-part polyether, non-sagging sealant designed for sealing expansion joints, control joints and counterflashings. Available in white only.
10. **Carlisle CAV-GRIP III Low-VOC Aerosol Contact Adhesive/Primer:** a low-VOC, methylene chloride-free adhesive that can be used for a variety of applications including: for adhering Sure-Seal FleeceBACK membrane to vertical walls. Coverage rate is approximately 2,000-2,500 sq. ft. per #40 cylinder and 4,000-5,000 sq. ft. per #85 cylinder as a primer, in a single-sided application and 750 sq. ft. per #40 cylinder and 1,500 sq. ft. per #85 cylinder as an adhesive for vertical walls, in a double-sided application.

2.06 METAL EDGING AND MEMBRANE TERMINATIONS

- A. **General:** All metal edging shall be tested and meet ANSI/SPRI ES-1 standards and comply with International Building Code.
 - 1. **SecurEdge 400:** a coping or fascia, snap-on edge system consisting of a 22 gauge galvanized metal water dam and 24 gauge steel, Kynar 500 finish. Metal fascia color shall be as designated by the Owner's Representative. ANSI/SPRI ES-1 Certified.
 - 2. **SecurEdge 4000:** a metal fascia system with a 20 gauge steel retainer bar and 24 gauge steel, Kynar 500 finish fascia. Metal fascia color shall be as designated by the Owner's Representative. ANSI/SPRI ES-1 Certified.
- B. **Drip Edge:** A metal fascia/edge system with a 22 or 24 gauge continuous anchor cleat and 24 gauge steel fascia. Metal fascia color shall be as designated by the Owner's Representative.
- C. **SecurEdge Coping:** Incorporates a 20 gauge anchor cleat with 4 pre-slotted holes, a concealed joint cover and 10 foot continuous sections of coping cap; can accommodate minimum 5 " wide parapet walls. Metal coping cap color shall be as designated by the Owner's Representative.
- D. **Termination Bar:** A 1" wide and .098" thick extruded aluminum bar pre-punched 6" on center; incorporates a sealant ledge to support Lap Sealant and provide increased stability for membrane terminations.
- E. **SecurEdge Term Bar Fascia:** A 1.75" wide formed aluminum termination bar with pre-slotted fastening holes for ease of locating and installing. The decorative cover is available in 24-gauge galvanized steel. SecurEdge Term Bar Fascia is manufactured in 12' lengths for fewer joints/seams, fewer sections to handle and faster installation.

2.07 WALKWAYS

- A. Protective surfacing for roof traffic shall be Sure-Seal P.S. Walkway Pads (30" x 30" molded black rubber with factory applied tape) adhered to the FleeceBACK membrane after priming with HP-250 or Low VOC EPDM Primer.

PART 3 EXECUTION

3.01 GENERAL

- A. Comply with the manufacturer's published instructions for the installation of the membrane roofing system including proper substrate preparation, job site considerations and weather restrictions.
- B. Position sheets to accommodate contours of the roof deck and shingle splices to avoid bucking water.

3.02 INSULATION PLACEMENT

- A. Install insulation or membrane underlayment over the substrate with boards butted together. Fill joints or gaps greater than 1/4 inch with Flexible FAST Adhesive. Stagger joints both horizontally and vertically if multiple layers are provided.
- A. Secure insulation to the substrate with Flexible FAST Adhesive in accordance with the manufacturer's specifications.

3.03 MEMBRANE PLACEMENT AND BONDING

- A. Position and unroll successive sheets and align to provide for a minimum 3 inch wide splice. At end laps (along the width of the sheet), membrane shall be butted together and overlaid with 6" wide Sure-Seal Pressure Sensitive Cured Cover Strip or Pressure Sensitive Overlayment Strip.
- B. FleeceBACK Membrane shall be fully adhered to an acceptable substrate with Carlisle Flexible FAST Adhesive. The adhesive is spray applied or extruded to the substrate only and the membrane is rolled into the wet adhesive once it has foamed up and reached string/gel time (approximately 2 minutes). **Roll the membrane with a 30" wide, 150 lb weighted segmented steel roller to set the membrane into the adhesive.**

Note: Exercise care to prevent overspray onto the membrane. If Flexible FAST Adhesive should contaminate the splice area, immediately (while the adhesive is still in liquid form) clean with Weathered Membrane Cleaner or allow Flexible FAST Adhesive to cure and remove with a paint-type scraper.

- C. Install adjoining membrane sheets in the same manner, overlapping edges approximately 4 inches. Do not apply bonding adhesive to the splice area.

3.04 MEMBRANE SPLICING

A. General

The FleeceBACK membrane has selvage edges (the fleece-backing is discontinued) and factory-applied splice tape along the length of the sheet for membrane splicing. Selvage edges are not provided along the width of the membrane; adjoining membrane sheets are butted together and overlaid with 6" wide Pressure-Sensitive Cured Cover Strip or Pressure-Sensitive Overlayment Strip. As an option, sheets can be rotated 90 degrees to form a cap sheet to eliminate flashing overlay.

B. Membrane Splicing with Factory-Applied Splice Tape

1. Position membrane sheet to allow for required splice overlap. Mark the bottom sheets with an indelible marker approximately 1/4" to 1/2" from the top sheet edge. The pre-marked line on the membrane edge can also be used as a guide for positioning splice tape.
2. When the membrane is contaminated with dirt, fold the top sheet back and clean the dry splice area (minimum 3" wide) of both membrane sheets by scrubbing with clean natural fiber rags saturated with Sure-Seal Weathered Membrane Cleaner. When using Sure-Seal (black) PRE-KLEENED membrane, cleaning the splice area is not required unless contaminated with field dirt or other residue.
3. Apply EPDM Primer to splice area and permit to flash off.
4. When adhering Factory Applied Tape (FAT), pull the poly backing from FAT beneath the top sheet and allow the top sheet to fall freely onto the exposed primed surface. Press top sheet on to the bottom sheet using firm even hand pressure across the splice towards the splice edge.
5. For end laps, apply 6" SecurTAPE to the primed membrane surface in accordance with the manufacturer's specifications. Remove the poly backing and roll the top sheet onto the mating surface.
6. Tape splices must be a minimum of 5-1/2" wide using 6" wide SecurTAPE extending 1/8" minimum to 1/2" maximum beyond the splice edge. Field splices at roof drains must be located outside the drain sump.
7. Immediately roll the splice using positive pressure when using a 2" wide steel roller. Roll across the splice edge, not parallel to it. When FAT is used, Carlisle's Stand-Up Seam Roller can be used to roll parallel to the splice edge.
8. **At all field splice intersections**, apply Lap Sealant along the edge of the membrane splice to cover the exposed SecurTAPE 2" in each direction from the splice intersection. Install Carlisle's Pressure-

Sensitive "T" Joint Covers or a 6" wide section (with rounded corners) of Sure-Seal Pressure-Sensitive Flashing over the field splice intersection.

3.05 FLASHING

- A. Wall and curb flashing shall be cured membrane. Continue the deck membrane as wall flashing where practicable.
- B. Follow manufacturer's typical flashing procedures for all wall, curb, and penetration flashing including metal edging/coping and roof drain applications.

3.06 WALKWAYS

- A. Install walkways at all traffic concentration points (such as roof hatches, access doors, rooftop ladders, etc.) and all locations as identified on the drawing prepared by RoofConnect.
- B. Adhere walkways to the membrane in accordance with the manufacturer's specifications.

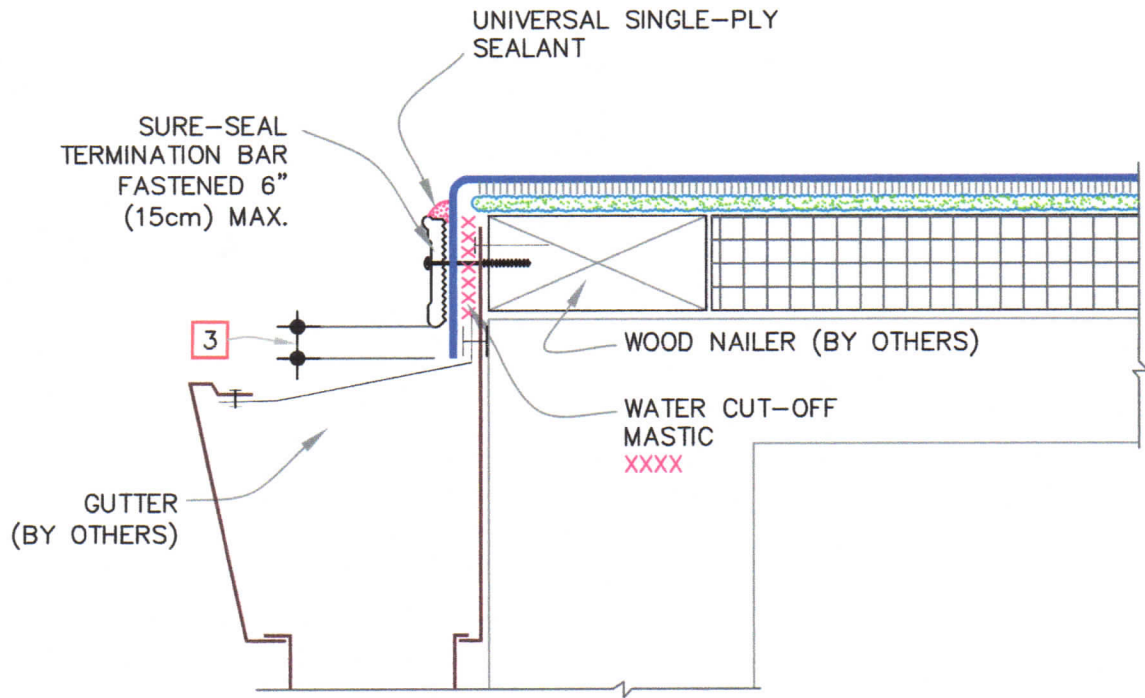
3.07 DAILY SEAL

- A. On phased roofing, when the completion of flashings and terminations is not achieved by the end of the work day, a daily seal must be performed to temporarily close the membrane to prevent water infiltration.
- B. Use Flexible FAST Adhesive or other similar material in accordance with the manufacturer's requirements.

3.08 CLEAN UP

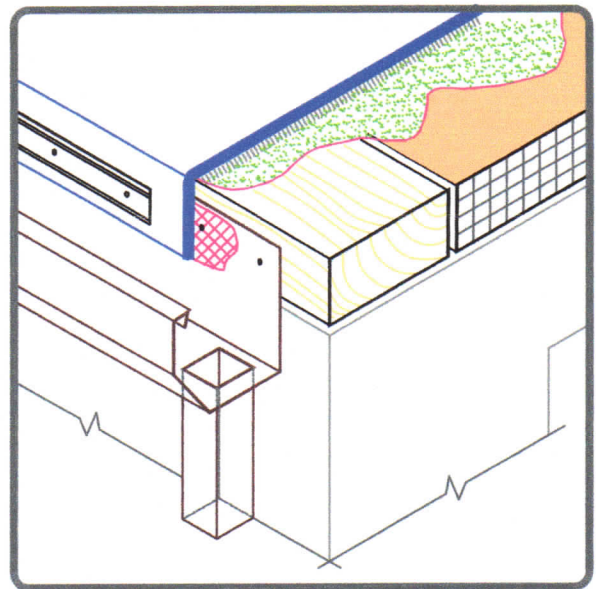
- A. Perform daily clean up to collect all wrappings, empty containers, paper, and other debris from the project site. Upon completion, all debris must be disposed of in a legally acceptable manner.
- B. Prior to the manufacturer's inspection for warranty, the applicator must perform a pre-inspection to review all work and to verify all flashing has been completed as well as the application of all caulking.

END OF SPECIFICATION



NOTES:

1. POSITION MEMBRANE WITH SELVAGE EDGE AT TERMINATION BAR LOCATION TO AVOID REMOVAL OF FLEECE BACKING.
2. FASTENING OF METAL TERMINATION BAR MUST PROVIDE CONSTANT COMPRESSION ON WATER CUT-OFF MASTIC.
3. ALLOW MEMBRANE SHEET TO EXTEND 1/2" (1.5cm) MINIMUM BELOW THE METAL TERMINATION BAR.



	— FleeceBACK MEMBRANE
	— APPROVED ADHESIVE
	— APPROVED SUBSTRATE
	— SEE NOTE(S)

METAL BAR EDGE TERMINATION

MAXIMUM WARRANTY: 30 YEARS



DETAIL NO.

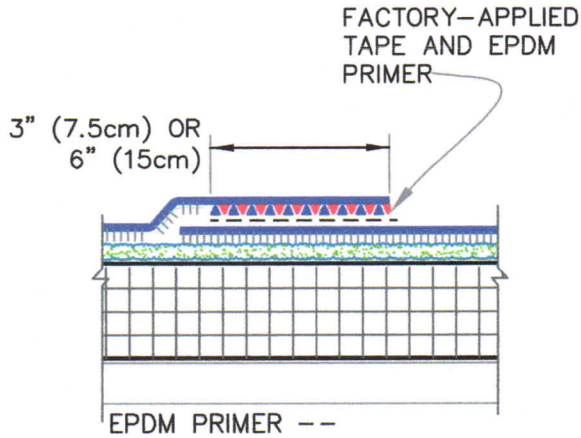
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FLEECEBACK ADHERED

CAUTION

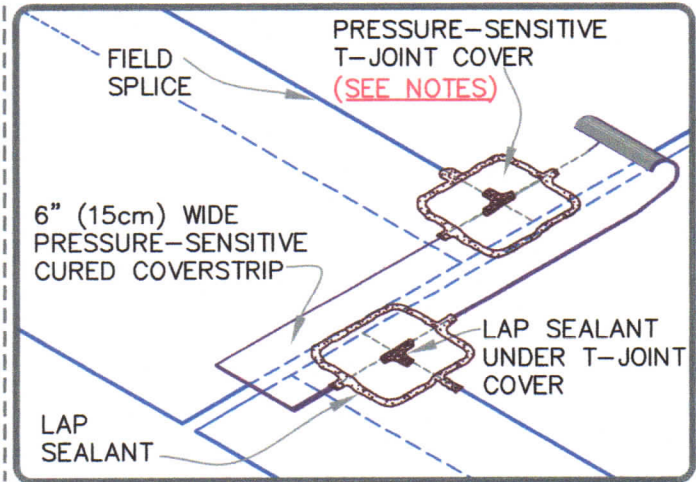
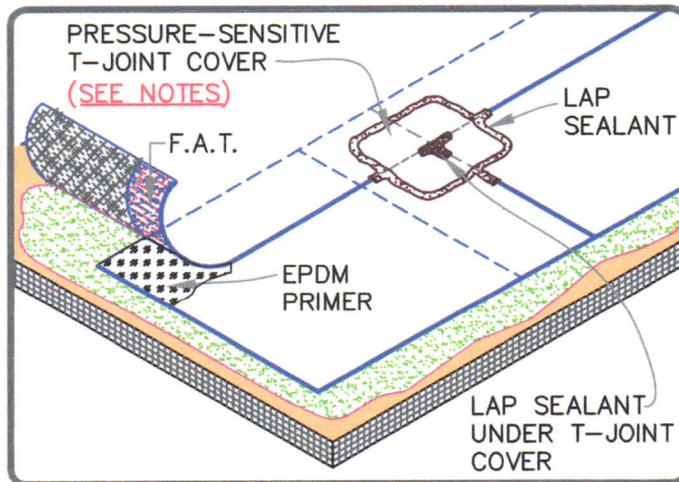
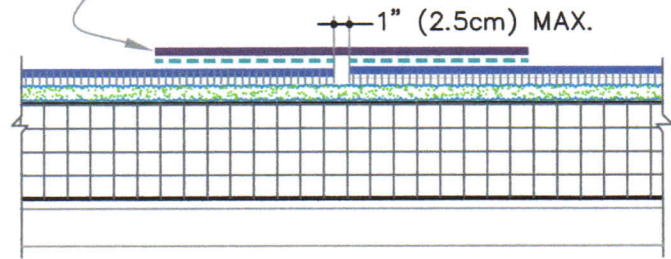
EPDM MEMBRANE SPLICES SHALL INCORPORATE 6" (15cm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 & 30-YEAR WARRANTIES.

MEMBRANE SPLICE



END LAP SPLICE

MINIMUM 6" (15cm) WIDE PRESSURE-SENSITIVE CURED COVERSTRIP WITH EPDM PRIMER CENTERED OVER BUTTED END LAPS



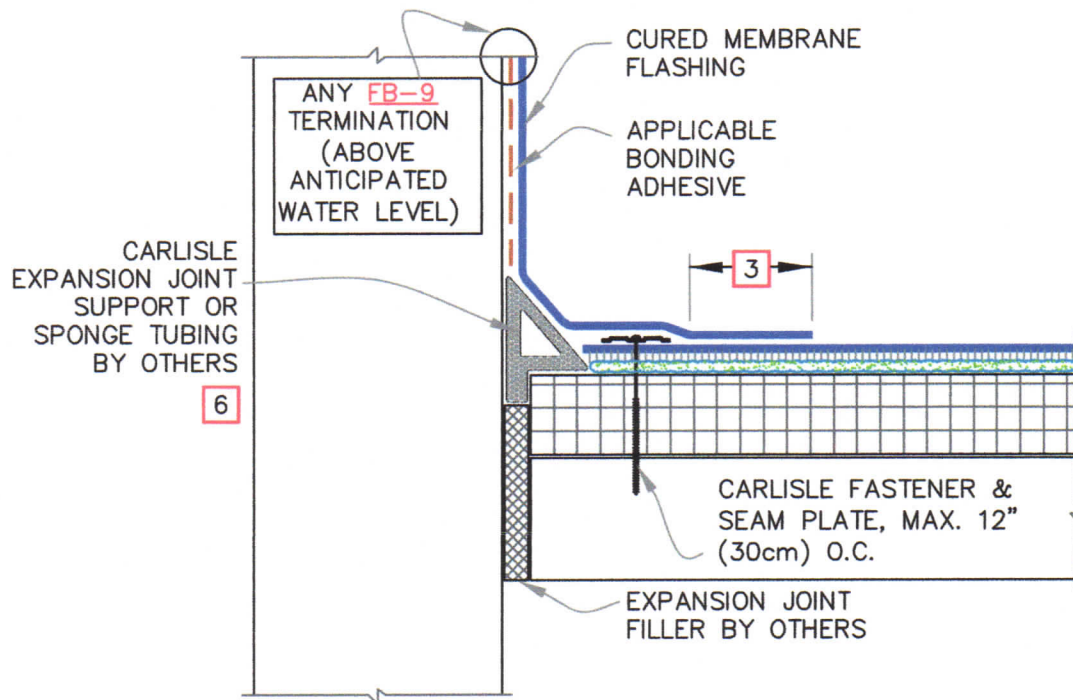
NOTES:

1. APPLY EPDM PRIMER TO MEMBRANE SURFACES PRIOR TO INSTALLING PRESSURE-SENSITIVE FLASHING AND/OR FACTORY APPLIED SecurTAPE.
2. APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE (UNDER THE 6"x6" (15cm x15cm) T-JOINT COVER) COVERING THE EXPOSED SPLICE TAPE 1/2" (1.5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION.
3. 6" (15cm) WIDE PRESSURE-SENSITIVE ELASTOFORM FLASHING MAY ALSO BE CENTERED OVER THE FIELD SPLICE INTERSECTION.

— FleeceBACK MEMBRANE — APPROVED ADHESIVE — APPROVED SUBSTRATE 0 — SEE NOTE(S)	EPDM MEMBRANE SPLICES – PROJECTS WITH 10, 15 AND 20 YEAR WARRANTIES MAXIMUM WARRANTY: 20 YEARS	DETAIL NO. FB-2A FLEECEBACK ADHERED
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CAUTION

EPDM MEMBRANE SPLICES SHALL INCORPORATE 6" (15cm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 & 30-YEAR WARRANTIES.

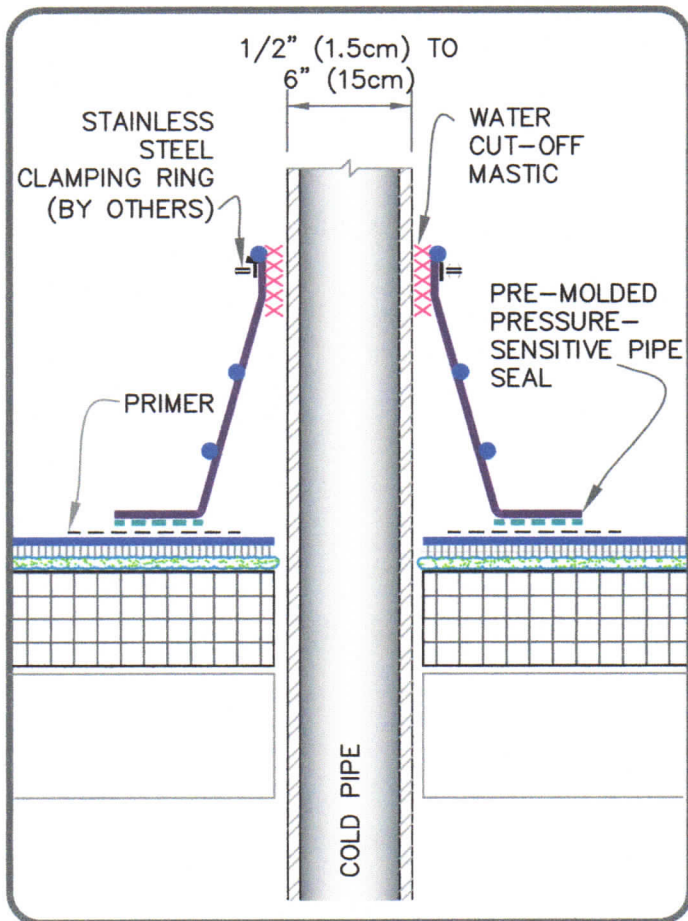


NOTES:

1. WHEN CARLISLE EXPANSION JOINT SUPPORT IS USED, WIDTH OF JOINT SHALL BE A MINIMUM OF 3/4" (2cm) AND SHALL NOT EXCEED 2" (5cm).
2. APPROXIMATELY 1/8" (0.5cm) DIAMETER BEAD OF CUT-EDGE SEALANT IS REQUIRED ON CUT EDGES OF REINFORCED TPO MEMBRANE.
3. SPLICES SHALL BE COMPLETED USING MINIMUM 3" (7.5cm) WIDE SecurTAPE/ PRIMER WITH EPDM MEMBRANE AND MINIMUM 1-1/2" (4cm) HOT AIR WELD WITH TPO/PVC.
4. WHEN USING 60 OR 80-MIL TPO AND 80-MIL PVC/KEE HP REINFORCED THERMOPLASTIC MEMBRANE FLASHING, APPLY A 4-1/2" (11cm) DIAMETER THERMOPLASTIC "T-JOINT" COVER AT ALL FIELD SPlice INTERSECTIONS.
5. ALL EPDM SPlice INTERSECTIONS MUST BE OVERLAID WITH A PRESSURE-SENSITIVE T-JOINT COVER. PRIOR TO DOING SO, APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPlice (UNDER THE 6"x6" (15cm X 15cm) T-JOINT COVER) COVERING THE EXPOSED SPlice TAPE 2" (5cm) IN EACH DIRECTION FROM THE SPlice INTERSECTION. PROJECTS WITH 25 & 30-YEAR WARRANTIES OR WHEN USING 90-MIL EPDM FLASHING, INTERSECTIONS MUST BE OVERLAID WITH TWO LAYERS OF PRESSURE-SENSITIVE ELASTOFORM FLASHING. THE BOTTOM LAYER SHALL BE 6"x6" (15cm X 15cm) COVERED WITH A 12"x12" TOP LAYER (30cm X 30cm). BOTH LAYERS SHALL BE CENTERED OVER THE SPlice INTERSECTION AND SEALED WITH CONTINUOUS LAP SEALANT, REFER TO FB-2 DETAILS.
6. ROOF MEMBRANE SHALL NOT BE ADHERED OVER THE EXPANSION JOINT SUPPORT OR SPONGE TUBING.

— FleeceBACK MEMBRANE — APPROVED ADHESIVE — APPROVED SUBSTRATE — SEE NOTE(S)	DECK-TO-WALL EXPANSION JOINT MAXIMUM WARRANTY: 30 YEARS	DETAIL NO. FB-3B.1 FLEECEBACK ADHERED
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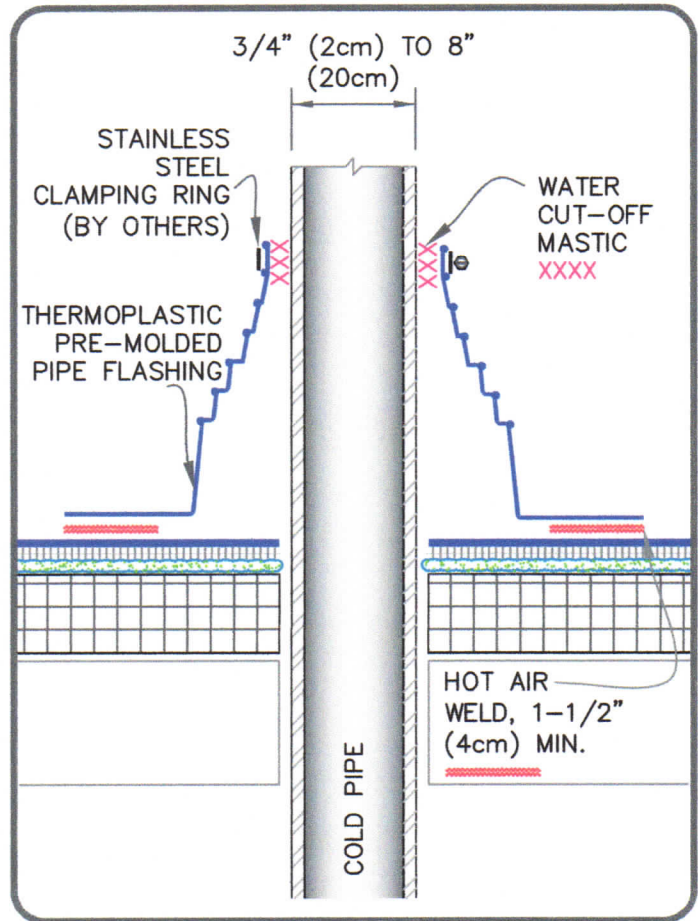
EPDM



NOTES:

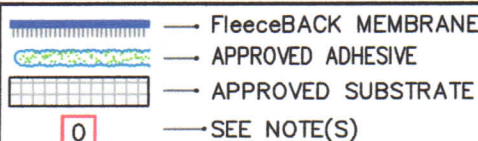
1. REMOVE ALL LEAD AND OTHER FLASHING BEFORE INSTALLING FIELD FABRICATED PIPE SEAL.
2. TEMPERATURE OF PIPE MUST NOT EXCEED 180°F (82°C).
3. APPLY EPDM PRIMER TO SPLICE AREA.
4. PRE-MOLDED PIPE FLASHING MUST HAVE INTACT RIB AT THE TOP EDGE REGARDLESS OF PIPE DIAMETER.
5. DECK FLANGES OF THE PRE-MOLDED PIPE SEAL SHALL NOT BE OVERLAPPED, CUT OR APPLIED OVER ANY ANGLE CHANGE.
6. WHEN A FIELD SPLICE INTERSECTS A PIPE SEAL, APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE COVERING THE EXPOSED SPLICE TAPE 2" (5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION & OVERLAY WITH A 6"X6" (15 X 15cm) T-JOINT COVER.

TPO/PVC/KEE HP



NOTES:

1. REMOVE ALL LEAD AND OTHER FLASHING BEFORE INSTALLING FIELD FABRICATED PIPE SEAL.
2. TEMPERATURE OF THE PIPE PENETRATION MUST NOT EXCEED 140°F (60°C) WHEN USING PVC OR KEE HP AND 160°F (71°C) WHEN USING TPO FLASHING.
3. PRE-MOLDED PIPE FLASHING MUST HAVE INTACT RIB AT THE TOP EDGE REGARDLESS OF PIPE DIAMETER.
4. DECK FLANGES OF THE PRE-MOLDED PIPE SEAL SHALL NOT BE OVERLAPPED, CUT OR APPLIED OVER ANY ANGLE CHANGE.



PRE-MOLDED PIPE SEALS

MAXIMUM WARRANTY: 30 YEARS

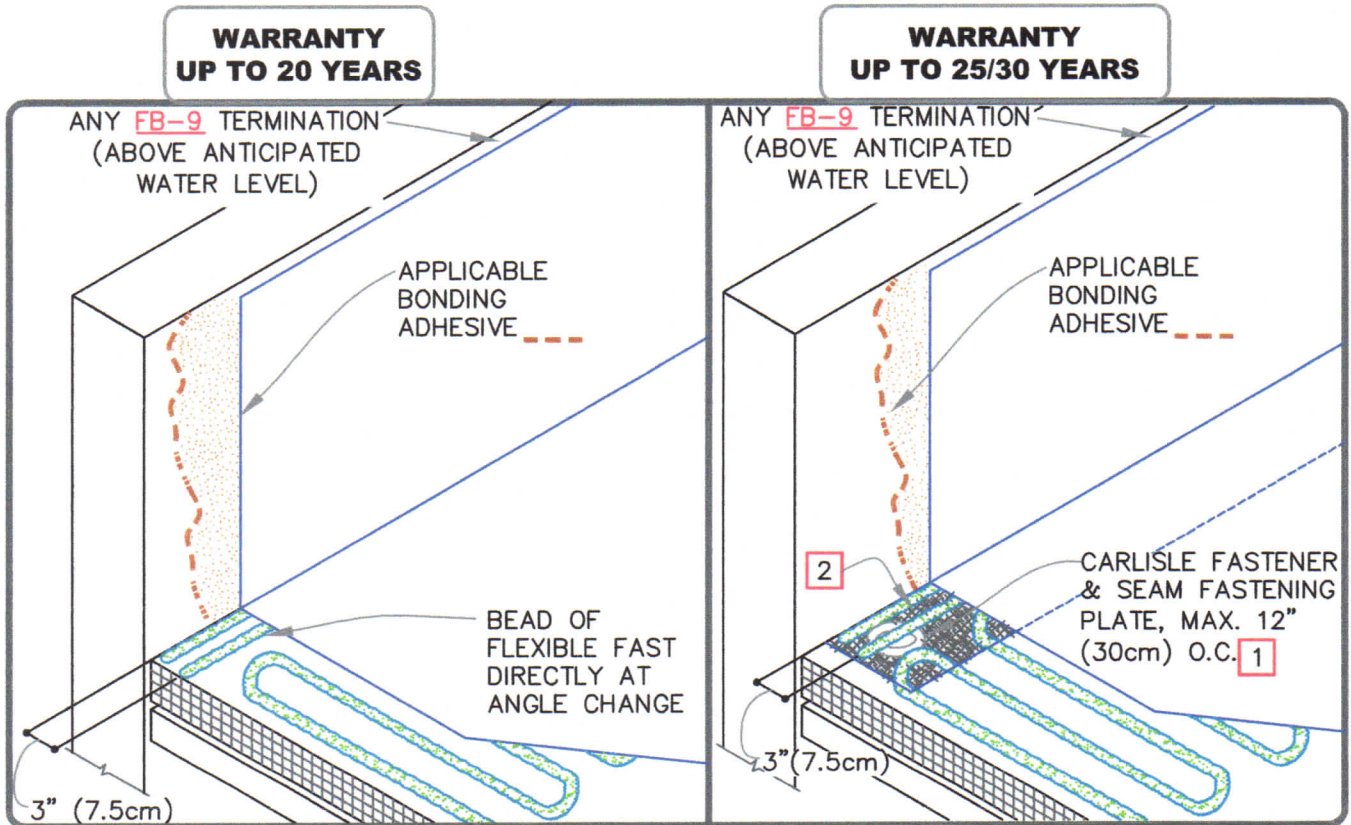


DETAIL NO.

FB-8A.1

FLEECEBACK ADHERED

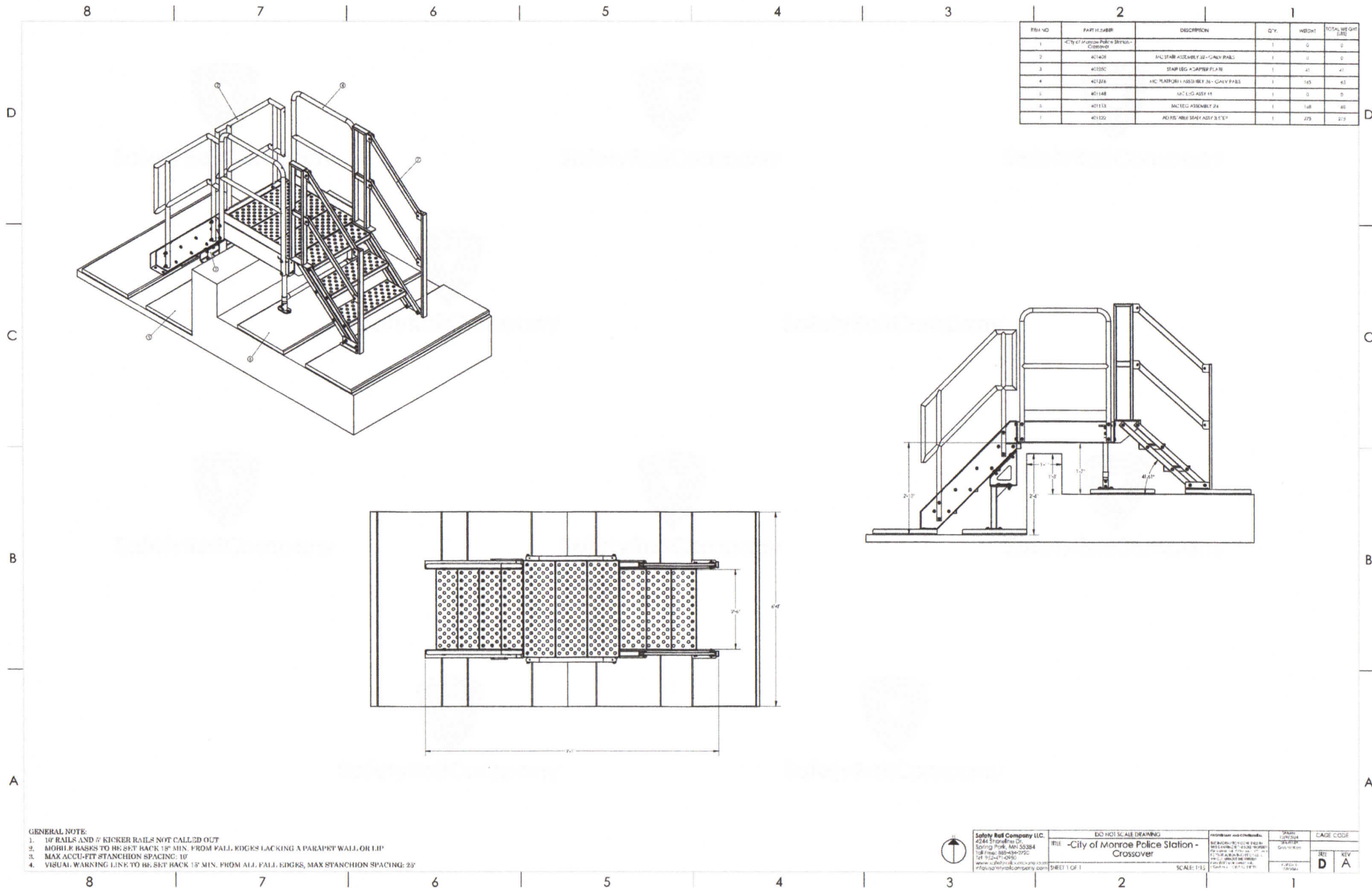
CAUTION

REFER TO [DETAIL FB-12C](#) WHEN USING AQUA BASE 120 ADHESIVE OR HYDROBOND.

NOTES:

1. MECHANICALLY FASTENED BASE SECUREMENT IS REQUIRED WHEN ANY ONE OF THE FOLLOWING MAY OCCUR:
 - 1.1. SPECIFIED WARRANTIES GREATER THAN 20-YEARS.
 - 1.2. WARRANTY WIND SPEEDS GREATER THAN 90MPH.
 - 1.3. PROJECTS WITH CONTROL OR EXPANSION JOINTS OR ANTICIPATED BUILDING MOVEMENT.
 - 1.4. WHEN FLEECEBACK MEMBRANE IS INSTALLED DIRECTLY OVER AN EXISTING SINGLE-PLY ROOF.
2. 9" (23cm) WIDE FleeceBACK MEMBRANE INSTALLED WITH FLEECE-BACKING SIDE FACING UP.
3. WHEN USING 60 OR 80-MIL REINFORCED THERMOPLASTIC MEMBRANE FLASHING, APPLY A 4-1/2" (11cm) DIAMETER THERMOPLASTIC "T-JOINT" COVER AT ALL FIELD SPLICE INTERSECTIONS.
4. ALL EPDM SPLICE INTERSECTIONS [REFER TO FB-2 DETAILS.](#)

	PARAPET/CURB WITH CONTINUOUS MEMBRANE – BEAD APPLIED MAXIMUM WARRANTY: SEE EACH DETAIL	DETAIL NO. FB-12B.1B FLEECEBACK ADHERED
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Date: 1/10/2025
City of Monroe

City of Monroe, OH Police Station (Monroe, OH) Main Roof
602 S Main St
Monroe, OH
45050

Bid #: BID-56725
Equalis Contract #:
COG-2133B

Kris Costas
kris.costas@roofconnect.com
717-571-9088

The proposed prices are based on current material and energy costs, current production schedule and all noted assumptions made herein. Some of these factors are very volatile and represent significant factors that influence the proposed prices.

SCOPE OF WORK

Base Bid:

- Fleeceback adhered roof membrane system
- 20-year manufacturer's Total System Warranty
- Approximate square feet: 37,522

Safety and Project Preparation:

- Perform a pre-job meeting to determine jobsite logistics and safety requirements.
- Furnish proposed construction schedule, if needed.
- Furnish and install proper safety equipment.
- Furnish and install warning lines to identified areas associated with ground related roofing activities.
- Clean existing roof free from debris and contaminates.

System Application:

- Apply the FleeceBACK Adhered Roofing System in conjunction with cover board and EPS Flute Fill over the existing metal roof.
- Contractor to adhere a layer of Expanded Polystyrene 1# density and the ½" SecurShield HD Cover Board over the existing metal deck at a rate of 12" on center in the field and 6" on center at perimeters and corners. Fully adhere the FleeceBack membrane to the cover board.

Miscellaneous

- Nightly tie-ins will be performed to ensure watertight integrity during project.
- Job site will be cleaned daily during the project and at the completion of the project.

Warranty

- Once final inspection is performed and final payment is received, provide a 20-year manufacturer's Total System Warranty.

BASE BID TOTAL: \$1,091,960.00* Accepted: ☐

*All applicable taxes included. See all terms, conditions, & exclusions.

Schedule of Reimbursement - To be determined.

Notes:

- The above work including insurance, warranties, hosting, and all safety equipment are included in this proposal.

Exclusions:

- Bonds, permits, and taxes are not included in the price unless stated above.
- Attic insulation, Wood Nailers, Curbs, Soffit, Fascia, Ladders and Vents are excluded. Only sheet metal associated with Roofing is included, unless otherwise stated above.
- RoofConnect is not responsible for Plumbing, Electrical, HVAC, and Containers which may be necessary to complete the project, unless otherwise stated above. RoofConnect is not responsible for Interpretation of Local Building Code.
- This proposal is based upon current, applicable Design Standards and Suitable Decking System for Roof System proposed on this Project. This Proposal is valid for 30 days from above Date.
- Decking, Decking Support Structure, Skylight/Smoke/Hatch Attachment, Mechanical, Plumbing, Electrical, Sheathing, Framing, Bonding, Interior work or protection, Night Work, Additional Mobilizations, Exterior Cladding are excluded.



ACCEPTANCE

As authorized representative of City of Monroe, I hereby accept the above proposal, summarized as follows: Pricing is only valid for 30 days due to material volatility.

Proposed Item	Price	Accepted
Base Bid	\$1,091,960.00	☐
Allowance for wood nailer/blocking	\$50,000.00	☐
Allowance for Contingency	\$40,000.00	☐
Warranty Extension Program	\$ per annual	☐

ACCEPTANCE: The undersigned Customer hereby accepts this Proposal/Contract and, intending to be legally bound hereby, agrees that this writing, including the terms and conditions and documents incorporated herein, shall be a binding contract and shall constitute the entire contract upon execution of this Contract by Customer and RoofConnect. Any additional or different terms and conditions set forth in the Customer's purchase order or any other agreement between Customer and RoofConnect are expressly rejected by RoofConnect and shall not be binding upon RoofConnect. Any modification to this Proposal/Contract, including the terms and conditions and documents incorporated herein, must be in writing, signed by both parties, and it must expressly state that it is intended to modify this Proposal/Contract and its terms and conditions or documents incorporated herein.

ACCEPTED BY:

Name: _____
Signature: _____
Date: _____
Approved Contract Amount: \$ _____
Purchase Order Number: _____

PROJECT AGREEMENT TERMS AND CONDITIONS

Nature of Work. The construction services will be performed by a roofing contractor member of RoofConnect (hereinafter referred to as the "Roofing Contractor") who is qualified and licensed to perform the construction work and services referenced in this Proposal/Contract. The Roofing Contractor shall furnish the labor and material to perform the Work described herein and/or in the referenced contract documents. Neither RoofConnect nor the Roofing Contractor provide design, engineering or architectural services. It is Customer's responsibility to retain a licensed architect or engineer to determine proper design and code compliance, including a determination as to whether and what type of a vapor or air retarder is needed. If plans, specifications or other design documents have been furnished by Customer, Customer warrants that they are sufficient and conform to all applicable laws and building codes. Customer or its licensed architect or engineer is responsible for any loss, damage or expense due to defects in plans or specifications or building code violations, unless such damage results from a deviation by Roofing Contractor from what is specified. Customer is responsible for any losses due to condensation, moisture migration from the building interior or other building components, location or size of roof drains, adequacy of drainage, ponding on the roof, structural conditions or the properties of the roof deck or substrate on which the Roofing Contractor's roofing Work is installed.

Deck. Customer warrants that structures on which the Roofing Contractor is to work are in sound condition and capable of withstanding roof construction, equipment and operations. Commencement of roof installation indicates only that the surface of the roof deck appears satisfactory to attach roofing materials and that no visible defects were apparent. Customer and/or its designers and other contractors are responsible for the structural sufficiency, quality of construction (including compliance with FMG criteria), undulations, fastening and moisture content of the roof deck. Customer is responsible to test or assess moisture content of the roof deck or substrate.

Asbestos and Toxic Materials. This Proposal/Contract is based on not coming into contact with asbestos-containing or toxic materials ("ACM"). Customer is responsible for expenses, claims or damages arising out of the presence, disturbance or removal of ACM. The Contract Price shall be increased for additional expenses resulting from the presence of ACM. Customer shall indemnify RoofConnect and Roofing Contractor from and against any liability, damages, losses, claims, demands or citations arising out of the presence of ACM.

Payment. Unless stated otherwise on the face of this Proposal/Contract, within ten (10) days of substantial completion of the Work, Customer shall pay RoofConnect the Contract Price plus any additional charges for changed or extra work. If completion of the Work extends beyond one month, Customer shall make monthly progress payments to RoofConnect by the fifth (5th) day of the month for the value of Work completed during the preceding month, plus the value of materials suitably stored for the project. All sums not paid when due shall earn interest at the rate of 1% per month (12% per year). RoofConnect shall be entitled to recover from Customer all costs of collection incurred by RoofConnect, including attorneys' fees, resulting from Customer's failure to make proper payment when due. Customer's acceptance of the Work and payment from Customer is not dependent upon criteria promulgated by Factory Mutual Global, including wind uplift testing. Customer acknowledges that RoofConnect is not an insurance adjuster and that RoofConnect cannot and will not negotiate directly with Customer's insurance carriers on Customer's behalf. Customer shall be solely responsible for payment in full to RoofConnect and any reimbursement to Customer by an insurance carrier shall be Customer's sole responsibility to negotiate and resolve.

Right to Stop Work. The failure of Customer to make proper payment when due shall, in addition to all other rights, constitute a material breach of contract and shall entitle RoofConnect, at its discretion, to direct Roofing Contractor to suspend all Work and shipments, including furnishing warranty, until full payment is made. The time period to perform the Work shall be extended for a period equal to the period during which the Work was suspended, and the Contract Price shall be increased by the amount of reasonable costs of shut-down, delay and start-up.

Insurance. RoofConnect shall require its Roofing Contractor to carry workers' compensation and commercial general liability insurance. Upon request by Customer, RoofConnect will furnish to Customer a Certificate of Insurance showing the Roofing Contractor's insurance coverage. Customer shall purchase and maintain builder's risk and property insurance sufficient to cover the total value of the entire Project on a replacement cost basis, including labor and materials furnished, covering fire, extended coverage, malicious mischief, vandalism and theft on the premises to protect against loss or damage to material and partially completed Work until the job is completed and accepted. Moneys owed to RoofConnect shall not be withheld by reason of any damage or claim that is covered by liability, property or builder's risk insurance.

Additional Insured. If Customer requires that Customer or others be listed as additional insureds on the liability insurance policy, Customer agrees that the naming of Customer or others as additional insureds is intended to apply to claims made against the additional insured only to the extent the claim is due to the negligence of the Roofing Contractor and it does not apply to or make the insurer liable for claims that are due to the fault of the additional insured.

Clean-up; Interior Protection. Customer acknowledges that re-roofing of an existing building may cause disturbance, dust, debris or fireproofing to fall into the interior depending on existing building conditions. Customer agrees to remove or protect property directly below the roof in order to minimize potential interior damage. Customer shall be responsible for clean-up, disturbance, damage or loss to interior property that Customer did not remove or protect prior to commencement of roofing operations. Customer shall notify tenants of re-roofing and the need to provide protection underneath areas being re-roofed. Customer agrees to hold harmless RoofConnect and Roofing Contractor from claims of tenants who were not so notified and did not provide protection. Unless otherwise specified on the face of this Proposal/Contract, Customer shall provide all trash dumpsters for disposal of roofing materials during performance of the Work.

Deck Repairs and Unforeseen Conditions. Any work required to replace rotten or missing wood or deteriorated decking to make the deck suitable for roof installation shall be done on a labor and material or unit price basis as an extra unless specifically included in the Scope of Work. Deck repairs or replacement shall be performed as needed to provide an adequate substrate for the roofing materials. Unforeseen conditions that may affect the Work will be reported to Customer and authorization requested prior to permanent repairs being performed.

Schedule. Any dates provided in this Proposal/Contract for commencement and progress of the Work are estimated and subject to change. RoofConnect will promptly notify Customer of any changes in the date of commencement or estimated date of completion of the Work.

Damages and Delays/Force Majeure. Customer shall coordinate the Project so that the Project proceeds in an orderly and customary manner and so as to avoid newly installed roofing being used as a surface for on-going construction work. If others damage the Work, including damage to temporary tie-ins and punctures, cuts and tears in the roof membrane or flashings, Customer agrees to backcharge those causing the damage. Any repairing of the same will be charged as an extra on a time and materials basis, and the time for performance shall be extended for a time sufficient to make such repairs. For damage or delay caused by circumstances beyond the control of the parties, including but not limited to acts of God, pandemics, epidemics, quarantines, accidents, unavoidable casualties, snow, ice dams, fire, adverse weather, vandalism, regulation, strikes, jurisdictional disputes, disruption in supply chains, failure or delay of transportation, shortage of or inability to obtain materials or equipment or labor and delays caused by others, the time for performance of the Work shall be extended and the Contract Price shall be increased for additional costs of performing the Work due to such circumstance(s).

Roof Projections. The Work includes flashing roof projections that are in place prior to installation of roofing or shown on the architectural plans provided by Customer. Penetrations not shown on the plans provided by Customer prior to submittal of this Proposal/Contract or required after installation of roofing shall be considered an order for extra work, and the Contract Price shall be increased based on time and material rates for additional expenses resulting from additional penetrations.

Changes in the Work and Extra Work. Customer shall be entitled to request in writing extra or changed work that is not part of the original Scope of Work, and the total Contract Price shall be adjusted accordingly. Customer shall not give orders for work that is required to be performed at that time and then refuse to make payment on the grounds that a Change Order was not executed at the time the work was performed or Customer's representative was not authorized to order the change. This Proposal/Contract is based upon all Work being performed during regular working hours. Extra charges will be made for overtime and Work performed outside of regular working hours, if required by Customer.

Wind Loads or Uplift Pressures. Design Professional is responsible to design the Work to be in compliance with applicable codes and regulations and to specify or show the work that is to be performed, including calculation or verification of wind-load design. To the extent minimum wind loads or uplift pressures are required, the Contract Price is based solely on manufacturer's printed test results. No representations are made regarding wind uplift capacity.

Tolerances. All labor and materials shall be furnished in accordance with normal industry standards and industry tolerances for uniformity, color, variation, thickness, size, weight, finish and texture. Specified quantities are intended to represent an average over the entire roof area.

Fumes and Emissions. Customer acknowledges that odors and emissions from roofing products will be released as part of the roofing operations. Customer shall be responsible for interior air quality, including controlling mechanical equipment, HVAC units, intake vents, wall vents, windows, doors and other openings to prevent fumes and odors from entering the building. Customer is aware that roofing products emit fumes, vapors and odors during the application process. Some people are more sensitive to these emissions than others. Customer shall hold RoofConnect and Roofing Contractor harmless from claims from third parties relating to fumes and odors that are emitted during the normal roofing process.

Material Cost Escalation. Steel products, asphalt, polyisocyanurate and other roofing products are sometimes subject to unusual price volatility due to conditions that are beyond the control of the parties. If there is an increase in these or other roofing products between the date of this Proposal/Contract and the time when the Work is to be performed, the Contract Price may be increased to reflect the additional cost, upon submittal of written documentation and advance notice.

Backcharges. No backcharges or claims for payment of services rendered or materials and equipment furnished by Customer shall be valid unless previously authorized in writing by RoofConnect and unless written notice is given to RoofConnect within five (5) days of the event, act or omission which is the basis of the backcharge.

Roof Top Safety. Customer warrants there will be no live power lines on or near the roof servicing the building where the Work will be performed and that Customer will turn off any such power supplies to avoid an electrocution risk. Customer will indemnify Roofing Contractor and RoofConnect from personal injury and other claims and expenses if Customer fails to turn-off power so as to avoid injury resulting from the presence of concealed electrical conduit and live electrical power. Customer is responsible for costs of repair or damages, including disruption of service, resulting from damage to undisclosed or concealed electrical or other utility lines. Customer shall shut down roof located electronic equipment that emits or receives radio frequency waves while the Work is being performed on the roof so that workers will not be subject to radio frequency waves or electromagnetic radiation while working on the roof and shall indemnify and hold harmless RoofConnect and Roofing Contractor from any personal injury claims resulting from a failure by Customer to do so. Except for workers performing the Work, Customer is responsible for the safety of persons or entities whom Customer allows or authorizes to be on the roof. Customer agrees to and shall indemnify and hold Roofing Contractor and RoofConnect harmless, including attorneys' fees, from claims for personal injury by persons or entities whom Customer has allowed or authorized to be on the roof.

Conduit and Materials Attached to Deck. The Contract Price is based upon there not being electrical conduit, cables, wires or other materials embedded within the roof assembly or attached directly to the underside or topside of the roof deck upon which the new roof will be installed. Customer is responsible for all loss and damage caused by conduit, wires, cables, pipes, fireproofing or any objects attached to the underside of the roof decking which could be damaged during installation of the new roof system or repairs.

Availability of Site. Customer shall provide direct access to the work site for the passage of trucks and materials and direct access to the roof. The raising, disconnection, re-connection, or relocation of any mechanical equipment on the roof that may be necessary to perform the roofing work shall be performed by others or treated as an extra. The Work shall not be required to begin until underlying areas are ready and acceptable to receive the Work and sufficient areas of roof deck are clear and available and free from snow, water or debris to allow for continuous full operation. The expense of any extra trips to and from the job as a result of the job not being ready for the Work after Customer has provided notice to proceed will be charged as an extra. Customer shall provide at the worksite sufficient storage room for all materials and reasonable use of such facilities as scaffolding, elevators, and such other equipment as may be available for handling materials. Customer shall permit the use of driveways and paved areas leading to or adjacent to the worksite for equipment without liability occasioned by such use. Customer shall supply at the worksite for performance of the Work: water, power, site security, and clear access to work area.

Warranty. A manufacturer's warranty shall be furnished to Customer if a manufacturer's warranty is called for on the face of this Proposal/Contract. It is expressly agreed that in the event of alleged defects in the materials furnished, Customer shall have recourse only against the manufacturer of such material. The Roofing Contractor's workmanship warranty, which shall warrant the workmanship for a period of 12 months from completion of the Work, shall be furnished to the Customer. The workmanship warranty will not extend to conditions, leaks or damages caused by (1) abuse, misuse, vandalism, lack of maintenance, accident or negligence in maintaining the roof by Customer or others; (2) lightning, hail, windstorm, hurricane, earthquake, thermal shock or other acts of God; (3) other building components, including solar equipment, building movement, cracking, settlement, deflection of roof deck, dry rot, deterioration of walls, water entry through masonry or other building components, vapor condensation from below, and defects in the materials used as a base under the roof; (4) faulty vents, equipment supports, and other penetrations of the roof work and edge conditions, unless such items were included in the Work; (5) installation, service or maintenance of roof top equipment, solar equipment, plant media, overburden or traffic of any nature on the roof by Customer or others; (6) acts or omissions of Customer or others; (7) movement of metal work; (8) ponding of water; (9) discharge of oils, greases, solvents or chemicals; (10) damage caused by termites, insects, birds or animals; (11) penetration of the roofing from beneath by nails or other fasteners; (12) ice dams; or (13) blockage of roof drains or gutters. If, during the term of the workmanship warranty, the subject property is exposed to tornadoes, hurricanes, or earthquakes, the warranty will be void and cancelled. **ALL IMPLIED WARRANTIES AND SPECIFICALLY THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED.**

Existing Conditions. Customer is responsible for leakage through the existing roof or other portions of the building that have not yet been reroofed by Roofing Contractor.

Mold. Customer agrees to act promptly so that roof leaks are not a source of potential interior mold growth. Customer will make periodic inspections for signs of water intrusion and act promptly including prompt notice to RoofConnect if Customer believes there are roof leaks. Repairs to deficient workmanship shall be made promptly after RoofConnect receives written notice of leaks. Customer is responsible for monitoring any leak areas and for indoor air quality. Customer shall hold harmless and indemnify RoofConnect and Roofing Contractor from claims due to indoor air quality and resulting from a failure by Customer to maintain the building in a manner to avoid growth of mold.

Material References. Technical specifications (i.e., R-value, ASTM or UL compliance) of materials used are represented as such by the material manufacturers. RoofConnect and its Roofing Contractor are not responsible for verifying such technical specifications.

Oil-canning. Metal roofing and wall panels, especially lengthy flat-span sheet-metal panels, often will exhibit waviness, commonly referred to as "oil-canning." The degree of oil-canning and the appearance of the panels will vary depending on factor such as the length and color of the panels, alloy, gauge, galvanizing process, substrate condition, and exposure to sunlight. Oil-canning pertains to aesthetics and not the performance of the panels and is not controlled by the roofing work performed. The type of metal roofing or wall panels specified can affect the degree of oil-canning. Oil-canning shall not be grounds to withhold payment or reject panels of the type specified.

Specific Exclusions. Unless specifically included in the Scope of Work on the face of this Proposal/Contract, the following items are expressly excluded from the Work: (1) bonds of any kind; (2) costs for permits and third-party inspections; (3) overtime, after-hours work, and work on any legally recognized holiday; (4) LEED Certification or any other type of green building certification; (5) repair of any damaged landscaping and repair or painting of other property; (6) abatement of asbestos and any other hazardous material; (7) labor and materials not specifically described on the face of this Proposal/Contract; and (8) security services.

Dispute Resolution. If a dispute arises between the parties with respect to any matters or questions arising out of or relating to this Contract or the breach thereof, the parties will seek to mediate the dispute. If mediation is unsuccessful, arbitration shall be administered by and conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association unless the parties mutually agree otherwise. Customer agrees to the joinder of any third parties, including Roofing Contractor, in the arbitration proceeding at the request of RoofConnect. The location of such arbitration shall be Little Rock, Arkansas or such other location as agreed by the parties. This agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in any court having jurisdiction thereof. Any legal claim against RoofConnect must be initiated no later than two (2) years after completion of the Work. Collection matters may be processed through litigation or arbitration at the discretion of RoofConnect.

Governing Law. This Contract/Proposal shall be governed by the laws of the State of Arkansas.

Limitation of Liability. ROOFCONNECT SHALL NOT IN ANY CIRCUMSTANCE, INCLUDING, BUT NOT LIMITED TO, BREACH OF CONTRACT, BREACH OF WARRANTY, TORT CLAIMS (INCLUDING NEGLIGENCE) OR OTHER GROUNDS, BE LIABLE FOR PUNITIVE, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, SUCH AS LOST PROFITS, LOSS OF REVENUE, BUSINESS INTERRUPTION, LOSS OF PRODUCT OR PRODUCTION AND SIMILAR LOSSES. TO THE FULLEST EXTENT PERMITTED BY LAW, ROOFCONNECT'S LIABILITY FOR DAMAGES ARISING OUT OF THIS PROPOSAL/CONTRACT AND/OR THE WORK, WHETHER SUCH DAMAGES ARE BASED ON BREACH OF CONTRACT, BREACH OF WARRANTY, TORTS (INCLUDING NEGLIGENCE) OR OTHER GROUNDS, SHALL NOT EXCEED TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OR THE CONTRACT PRICE, WHICHEVER IS LESS. Customer acknowledges and agrees that any advice or other assistance furnished by RoofConnect regarding any labor, equipment, goods, materials, or systems, whether or not furnished hereunder, is provided solely in RoofConnect's capacity as manager of a network of roofing contractors and shall not be construed as advice or assistance of a professional consultant, engineer or designer; therefore, RoofConnect shall have no liability to Customer or others with respect to any such advice or assistance.

Status of RoofConnect. It is understood by the parties that RoofConnect itself is not a licensed construction contractor and will not itself perform the construction services referenced in this Proposal/Contract. RoofConnect provides a network of leading professional roofing contractors operating throughout the United States. The construction services will be performed by a Roofing Contractor member of RoofConnect who is qualified and licensed to perform the construction work and services referenced in this Proposal/Contract.

Entire Agreement. This Proposal/Contract, including these Terms and Conditions and documents specifically listed as Contract Documents on the Proposal/Contract, constitutes the entire agreement between the parties with respect to the subject matter herein.

<u>Maintenance Type</u>	<u>Average Life Span</u>
Unmaintained	10 to 14 years
Maintained	14 to 20 years
Managed	20 to 35 years

ROOFING TOTAL COST OF OWNERSHIP REACTIVE VS. PREVENTATIVE MAINTENANCE

IN GENERAL, MAINTENANCE FALLS INTO TWO CATEGORIES: REACTIVE OR PREVENTATIVE.

REACTIVE MAINTENANCE focuses on repairing an asset once failure occurs. **PREVENTATIVE MAINTENANCE**, however, focuses on avoiding repairs and asset failure through preventative and predictive methods.

THE BENEFITS OF PREVENTATIVE MAINTENANCE

Preventative maintenance is a management strategy to provide and maintain serviceable roofing assets. It is a multi-year planned strategy to select most effective treatments to preserve your roof, to impede their future deterioration and to maintain or to improve their functional condition while maintaining a safe and dry building interior.



A study on repair costs was performed by the country's largest roofing manufacturer. They found the average cost to maintain a roof as part of an asset management program to be \$0.04 per square foot. The average cost of repairs performed on a reactive basis was four times as much at \$0.16 per square foot! While these studies can provide an idea of the costs associated with reactive repairs, they did not include the hidden costs resulting from the need for roof repair. These include damage to insulation (loss of energy efficiency), deck degradation (structural concerns), damage to ceiling tiles, business disruptions, product loss, and slip & fall litigation.

TOTAL COST OF OWNERSHIP

Choosing to pursue a preventative maintenance plan can save you money and extend the life of your roof. In the example in Figure 2, a case study was performed, comparing total cost of ownership when a preventative maintenance plan is enacted versus the cost of maintaining your roof asset reactively.

THE PREVENTATIVE MAINTENANCE PLAN NOT ONLY EXTENDS THE LIFE OF YOUR ROOF BUT SAVES YOU 43% OF THE TOTAL COST PER YEAR!

REACTIVE MAINTENANCE		PREVENTATIVE MAINTENANCE	
Roof Installation Cost	\$265,000.00	Roof Installation Cost	\$265,000.00
		PM Cost (annual inspection/maintenance)	\$85,000.00
Leak Service	\$48,000.00	Leak Service	\$10,000.00
Repair Cost	<u>\$15,000.00</u>	Repair Cost	<u>\$15,000.00</u>
Total Cost Roof #1	\$328,000.00	Total Cost	\$375,000.00
Life of Roof (years)	12	Life of Roof (years)	24
Re-roof Installation Cost	\$265,000.00		
Leak Service	\$48,000.00		
Repair Cost	<u>\$15,000.00</u>		
Total Cost of Roof #2	\$328,000.00		
Total Cost Over 24 Years	\$656,000.00	Total Cost Over 24 Years	\$375,000.00
Total Cost of Ownership (per year)	<u>\$23,333.00</u>	Total Cost of Ownership (per year)	<u>\$15,625.00</u>

CITY OF MONROE POLICE STATION REROOFING PROJECT

November 2024

PART 1 GENERAL

1.01 DESCRIPTION

A. The CITY OF MONROE POLICE STATION REROOFING PROJECT is located at 602 S, Main St in Monroe, OH. 45050. Gary Morton, Director of Public Works, is the Owner's Representative and may be contacted regarding any questions or for a pre-bid job site inspection, phone 513-.727-8953 or via email at mortong@monroehio.gov.

B. This will be a RoofConnect Project utilizing the Equalis Group Cooperative Contract. Contract #: **COG-2133B. Questions related to the Cooperative Contract will be directed to Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com.**

C. The project consists of installing Carlisle's Sure-Seal (White) FleeceBACK Adhered Roofing System in conjunction with Flexible FAST Adhesive as outlined below:

Apply the FleeceBACK Adhered Roofing System in conjunction with cover board and EPS Flute Fill over the existing metal roof. Project size is approximately 25,722 sf on the Police Station and 11,800 sf on the retail/mixed use of the building. The project will be phased in a manner to avoid any disruption to the operations of the Police Department and current tenants.

Contractor to adhere a layer of Expanded Polystyrene 1# density and the 1/2" SecurShield HD Cover Board over the existing metal deck at a rate 6" on center in the field and 6" on center at perimeters and corners. Fully adhere the FleeceBack membrane to the cover board at a rate of 4" on center.

D. Contractor is responsible for the removal, re-installation, and re-certification of the lightning protection for the entire building. Lightning Protection Contractor is to be an certified Lightning Protection installer.

E. Provide and install new sheet metal items, including wind-rated copings, bib flashing, edge/gravel stop metal, vent flashings, termination bars and counter- flashings all fabricated and tested by ANSI/SPRI. Contractor to provide current documentation of testing with their bid. The existing coping is to be removed and replaced with new 24 gauge coping. An allowance of \$50,000 will be included with the bid for wood nailer/blocking replacement where needed on this project. Installation of new fire treated wood blocking is to be secured per FM 1-49.

F. Installation of new gutters and downspouts with a color selected by the owner. Downspout locations to remain and tie-in to the existing storm line locations. Downspouts and gutters will be engineered and sized to properly manage drainage runoff requirements.

G. Installation of new membrane flashings and roof accessories/specialties. Include new metal flashing and new expansion joints on masonry wall conditions. Details will be required for the high parapets at the Police Station entrance and the ACM panels.

H. Contractor is to furnish and install a crossover between the 2 roof levels. Crossover to be a hot dip galvanized unit made to size. See the attached drawing prepared by Safety Rail Company, LLC, phone number 513-375-7852.

I. Installation of new tapered insulation behind all curbs/units as necessary.

J. Installation of walk pads around mechanical equipment, including walk paths between equipment and from roof access point.

- K. Access to the Police Station including rear building access will be maintained throughout the project.
- L. The Contractor shall be required to apply for all permits and inspections, however, the City will waive all fees for permits and inspections. National Inspection Corp. handles all permit review, issuance and inspections.

1.02 EXTENT OF WORK

- A. Provide all labor, material, tools, equipment, and supervision necessary to complete the installation of a Sure-Seal FleeceBACK Adhered Roofing System including flashings and insulation as specified herein and as indicated on the drawings provided by RoofConnect in accordance with the manufacturer's most current specifications and details.
- B. The roofing contractor shall be fully knowledgeable of all requirements of the contract documents prepared by RoofConnect and shall make themselves aware of all job site conditions that will affect their work.
- C. The roofing contractor shall confirm all given information and advise the building owner, prior to bid, of any conflicts that will affect their cost proposal.
- D. Any contractor who intends to submit a bid using a roofing system other than the approved manufacturer must submit for pre-qualification in writing fourteen (14) days prior to the bid date. Any contractor who fails to submit all information as requested will be subject to rejection. Bids will be received by RoofConnect.

1.03 SUBMITTALS

- A. Prior to starting work, the roofing contractor must submit the following:
 - 1. Shop drawings showing layout, details of construction and identification of materials.
 - 2. A sample of the manufacturer's Membrane System Warranty.
 - 3. Submit a letter of certification from the manufacturer which certifies the roofing contractor is authorized to install the manufacturer's roofing system and lists foremen who have received training from the manufacturer along with the dates training was received.
 - 4. Certification of the manufacturer's warranty reserve.
- B. Upon completion of the installed work, submit copies of the manufacturer's final inspection to the specifier prior to the issuance of the manufacturer's warranty.

1.04 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver materials to the job site in the manufacturer's original, unopened containers or wrappings with the manufacturer's name, brand name and installation instructions intact and legible. Deliver in sufficient quantity to permit work to continue without interruption.
- B. Comply with the manufacturer's written instructions for proper material storage.
 - 1. Store FleeceBACK membrane in a dry area. Moisture absorbed by the fleece backing must be removed using a wet-vac system prior to membrane adhesive.
 - 2. Store other materials between 60°F and 80°F in dry areas protected from water and direct sunlight. If exposed to lower temperature, restore to 60°F minimum temperature before using.
 - 3. Store materials containing solvents in dry, well ventilated spaces with proper fire and safety precautions. Keep lids on tight. Use before expiration of their shelf life.
 - 4. Insulation/underlayment must be stored so that it is kept dry and is protected from the elements. Store bundles flat and upright with the bottom of the bundles elevated (2" or more) above the finished surface.

5. Slit the insulation bundle packaging vertically down the center of the two short sides to prevent moisture accumulation within the package. Completely cover the bundle with a waterproof tarp and secure to prevent wind damage and / or displacement. **Materials stored on site must be stored outside the fenced in area of the Police Department. Material shall not impede any of the Police Department gates 24/7.**
- C. Any materials which are found to be damaged shall be removed and replaced at the applicator's expense.

1.05 WORK SEQUENCE

- A. Schedule and execute work to prevent leaks and excessive traffic on completed roof sections. Care should be exercised to provide protection for the interior of the building and to ensure water does not flow beneath or wick into any completed sections of the membrane system.
- B. Do not disrupt activities or access in occupied spaces. Police Station is a 24/7 operation.

1.06 USE OF THE PREMISES

- A. Before beginning work, the roofing contractor must secure approval from the building owner's representative for the following:
 1. Areas permitted for personnel parking.
 2. Access to the site.
 3. Areas permitted for storage of materials and debris.
 4. Areas permitted for the location of cranes, hoists and chutes for loading and unloading materials to and from the roof.
- B. Parking or access within the Police Department limits are not permitted.

1.07 EXISTING CONDITIONS

If discrepancies are discovered between the existing conditions and those noted on the drawings, im prepared by RoofConnect, immediately notify the owner's representative in writing, via e-amil, or by phone and solicit the manufacturer's approval prior to commencing with the work. Necessary steps shall be taken to make the building watertight until the discrepancies are resolved.

1.08 PRECONSTRUCTION CONFERENCE

- A. A pre-bid meeting will be coordinated by Roofconnect and held at the job site on **Date** at **Time**. Contact Mr. Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com with any questions regarding the pre-bid meeting or bids. Contact the owner's representative, Mr. Gary Morton, Director of Public Works in writing or via e-mail (mortong@monroehio.gov), to schedule a site visit.
- B. Prior to bid submittal, the roofing contractor should schedule a job site inspection to observe actual conditions and verify all dimensions on the roof. The job site inspection may occur on the day of the pre-bid meeting or prior to such a meeting. Should access to the roof be necessary before or after the pre-bid meeting, the contractor must contact the owner's representative Mr. Gary Morton, Director of Public Works in writing or via e-mail (mortong@monroehio.gov), to coordinate an appropriate time.
- C. Bids must be delivered to the following individual no later than **Time** on **Date**:

Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com.

- C. Any conditions which are not shown on the shop drawings should be indicated on a copy of the shop drawing and included with bid submittal if necessary to clarify any conditions not shown.

1.09 TEMPORARY FACILITIES AND CONTROLS

A. Temporary Utilities:

1. Water, power for construction purposes and lighting are/are not available at the site and will/will not be made available to the roofing contractor.
2. Provide all hoses, valves and connections for water from a source designated by the owner when made available.
3. When available, electrical power should be extended as required from the source. Provide all trailers, connections and fused disconnects including any required temporary electrical permits from the City of Monroe, Ohio.

B. Temporary, Sanitary Facilities

Sanitary facilities will not be available at the job site. The roofing contractor shall be responsible for the provision and maintenance of portable toilets or their equal. **Sanitary facilities shall be cleaned weekly.**

C. Building Site:

1. The roofing contractor shall use reasonable care and responsibility to protect the building and site against damages. The contractor shall be responsible for the correction of any damage incurred as a result of the performance of the contract.
2. The roofing contractor shall remove all debris from the job site in a timely and legally acceptable manner so as to not detract from the aesthetics or the functions of the building.

D. Security:

Obey the owner's requirements for personnel identification, inspection and other security measures.

1.10 JOB SITE PROTECTION

- A. The roofing contractor shall adequately protect building, paved areas, service drives, lawn, shrubs, trees, etc. from damage while performing the required work. Provide canvas, boards and sheet metal (properly secured) as necessary for protection and remove protection material at completion. The contractor shall repair or be responsible for costs to repair all property damaged during the roofing application.
- B. **During the roofing contractor's performance of the work, the building owner, Police Department and tenant (s) will continue to occupy the existing building.** The contractor shall take precautions to prevent the spread of dust and debris, particularly where such material may sift into the building. The roofing contractor shall provide labor and materials to construct, maintain and remove necessary, temporary enclosures to prevent dust or debris in the construction area(s) from entering the remainder of the building.
- C. Do not overload any portion of the building, by either use of or placement of equipment, storage of debris, or storage of materials.
- D. Protect against fire and flame spread. Maintain proper and adequate fire extinguishers.
- E. Take precautions to prevent gutters and downspouts from clogging during the roofing application. Remove debris at the completion of each day's work and clean gutters and downspouts, if required. At completion, test gutters and downspouts to ensure the system is free running and drains are watertight.
- F. Store moisture susceptible materials above ground and protect with waterproof coverings.

- G. Remove all traces of piled bulk material and return the job site to its original condition upon completion of the work.

1.11 SAFETY

- A. The roofing contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state and federal requirements that are safety related. **Safety shall be the responsibility of the roofing contractor.** All related personnel shall be instructed daily to be mindful of the full time requirement to maintain a safe environment for the facility's occupants including staff, visitors, customers and the occurrence of the general public on or near the site.

1.12 WORKMANSHIP

- A. Applicators installing new roof, flashing and related work shall be factory trained and approved by the manufacturer they are representing.
- B. All work shall be of highest quality and in strict accordance with the manufacturer's published specifications and to the building owner's satisfaction.
- C. There shall be a supervisor on the job site at all times while work is in progress.

1.13 QUALITY ASSURANCE

- A. The Sure-Seal Membrane Roofing System must achieve a UL Class "A" rating.
- B. The specified roofing assembly must have been successfully tested by a qualified testing agency to resist The design uplift pressures calculated according to American Society of Civil Engineers (ASCE 7).
- C. The membrane must be manufactured by the material supplier. Manufacturer's supplying membrane made by others are not acceptable.
- D. Unless otherwise noted in this specification, the roofing contractor must strictly comply with the manufacturer's current specifications and details.
- E. The roofing system must be installed by an applicator authorized and trained by the manufacturer in compliance with shop drawings as approved by the manufacturer. The roofing applicator shall be thoroughly experienced and upon request be able to provide evidence of having at least five (5) years successful experience installing single-ply EPDM roofing systems and having installed at least one (1) roofing application or several similar systems of equal or greater size within one year.
- F. Provide adequate number of experienced workmen regularly engaged in this type of work who are skilled in the application techniques of the materials specified. Provide at least one thoroughly trained and an experienced superintendent on the job at all times roofing work is in progress.
- G. There shall be no deviations made from this specification or the approved shop drawings without the prior written approval of the specifier. Any deviation from the manufacturer's installation procedures must be supported by written certification on manufacturer's letterhead and presented for the specifier's consideration.
- H. Upon completion of the installation, the applicator shall arrange for an inspection to be made by a non-sales technical representative of the membrane manufacturer in order to determine whether or not corrective work will be required before the warranty will be issued. Notify the building owner seventy-two (72) hours prior to the manufacturer's final inspection.

1.14 JOB CONDITIONS, CAUTIONS AND WARNINGS

Refer to Carlisle's FleeceBACK Adhered Roofing System specification for General Job Site Considerations.

- A. Safety Data Sheets (SDS) must be on location at all times during the transportation, storage and application of materials.
- B. **Do not apply Flexible FAST Adhesive** when surface and/or ambient temperatures are **below 25°F. Adhesive temperature must be at 70 degrees or above to apply.**
- C. The contractor must exercise caution during when spraying adhesive to avoid overspray.

Use a non-atomizing spray tip such as the Graco Spatter Tip and reduce spray pressure to 500 – 800 psi to increase adhesive droplet size and reduce airborne mist. Maintain hand held wind screens on-site for use as necessary. Extruding Flexible FAST Adhesive is also recommended for the elimination of overspray concerns.
- D. When positioning membrane sheets, exercise care to locate all field splices away from low spots and out of drain sumps. All field splices should be shingled to prevent bucking of water.
- E. When loading materials onto the roof, the Carlisle Authorized Roofing Applicator must comply with the requirements of the building owner to prevent overloading and possible disturbance to the building structure.
- F. Proceed with roofing work only when weather conditions are in compliance with the manufacturer's recommended limitations, and when conditions will permit the work to proceed in accordance with the manufacturer's requirements and recommendations.
- G. Proceed with work so new roofing materials are not subject to construction traffic. When necessary, new roof sections shall be protected and inspected upon completion for possible damage.
- H. Provide protection, such as 3/4 inch thick plywood, for all roof areas exposed to traffic during construction. Plywood must be smooth and free of fasteners and splinters.
- I. The surface on which the insulation or roofing membrane is to be applied shall be clean, smooth, dry, and free of projections or contaminants that would prevent proper application of or be incompatible with the new installation, such as fins, sharp edges, foreign materials, oil and grease.
- J. New roofing shall be complete and weather tight at the end of the work day. Care must be taken to avoid wicking water through the fleece by properly sealing exposed edges of the membrane
- J. Contaminants such as grease, fats and oils shall not be allowed to come in direct contact with the roofing membrane.

1.15 WARRANTY

- A. Provide manufacturer's **20 year Total System Warranty** covering both labor and material with no dollar limitation. The maximum wind speed coverage shall be peak gusts of **90 mph** measured at 10 meters above ground level. Certification is required with bid submittal indicating the manufacturer has reviewed and agreed to such wind coverage.
- B. Warranty shall also cover leaks caused by accidental punctures:
 - 1. **16 man-hours per year for 115-mil FleeceBACK**
- C. Warranty shall also cover leaks caused by hail:
 - 1. **Hail up to 2" diameter hail when 115-mil FleeceBACK is installed**

- D. Pro-rated System Warranties shall not be accepted.
- E. Evidence of the manufacturer's warranty reserve shall be included as part of the project submittals for the specifier's approval.

PART 2 PRODUCTS

2.01 GENERAL

- A. All components of the specified roofing system shall be products of Carlisle SynTec or accepted by Carlisle SynTec as compatible.
- B. Unless otherwise approved by the specifier and accepted by the membrane manufacturer, all products (including adhesives, insulation, fasteners, fastening plates and edgings) must be **manufactured and supplied** by the roofing system manufacturer and covered by the warranty.

2.02 MEMBRANE

- A. Furnish Sure-Seal (White) FleeceBACK 115-mil membrane. The membrane shall conform to the minimum physical properties of ASTM D4637-96, Type III (Fabric-backed membrane). Membrane sheets are 10' wide and 50' or 100' long and incorporate factory-applied splice tape (FAT) along the length of the membrane. Smaller 5' x 40' rolls are also available in the 115-mil thicknesses.
- B. Dynamic Puncture Resistance (ASTM D5635-04a) of 20 joules for 115-mil membrane.
- C. Static Puncture Resistance (ASTM D120) of 19 lbf for 115-mil membrane.

2.03 INSULATION/UNDERLAYMENT

- A. When applicable, insulation shall be installed in multiple layers and secured with Carlisle Flexible FAST Adhesive to the substrate in accordance with manufacturer's published specifications.
- B. Insulation shall be supplied by Carlisle SynTec.
 - 1. **Carlisle SecurShield HD Cover Board**— a rigid insulation panel composed of a high-density, closed-cell polyisocyanurate foam core laminated to moisture resistant coated-glass fiber-mat facer for use as a cover board or recover board meeting ASTM 1289-06, Type II, Class 2 (109 psi max). Available 1/2" thick 4' x 8' panel weight 11 lbs with an R-value of 2.5.
 - 2. **InsulFoam I (EPS: Expanded Polystyrene)** – A closed-cell lightweight tapered expanded polystyrene (EPS) that meets ASTM C578, Type I. Nominal density of 1.0 lbs/cubic ft (pcf) available in 4' x 4' or 4' x 8' sizes with thickness from 1/4" to 40". Custom lengths and widths boards are available. Specified beneath Carlisle SecurShield HD Board.

2.04 FASTENING COMPONENTS

To be used for mechanical attachment of termination bar.

- 1. **HP Term Bar Nail-Ins:** A 1-1/4" long expansion anchor with a zinc plated steel drive pin used for fastening the Carlisle Termination Bar or Seam Fastening Plates to concrete, brick, or block walls.

2.05 ADHESIVES, CLEANERS AND SEALANTS

All products shall be furnished by Carlisle and specifically formulated for the intended purpose.

1. **Flexible FAST Adhesive:** An elongating impact resistant two component insulating urethane adhesive used to attach insulation and FleeceBACK membrane. Packaging formats include 50 and 15 gallon drums as well as Dual Tank Adhesive and 5 gallon Bag in a Box formats.
 1. Adhesive to provide 150% elongation in conjunction with fleece backed membrane – ASTM D412
 2. MDI content of Part A material less than 25%
2. **Carlisle Weathered Membrane Cleaner:** A clear, solvent-based cleaner used to loosen and remove dirt and other contaminants from the surface of exposed EPDM membrane (for repairs, etc.) prior to applying EPDM Primer. Weathered Membrane Cleaner can also be used when applying Splicing Cement. Available in 1 and 5-gallon pails.
3. **Sure-Seal SecurTAPE™:** A 6" wide (used for 20-year Warranty Systems) by 100' long splice tape used for splicing adjoining sections of EPDM membrane. Complies with the South Coast Air Quality Management District Rule 1168.
4. **Sure-Seal HP-250 Primer:** A solvent-based primer used to prepare the surface of EPDM membrane for application of Splice Tape or Pressure-Sensitive products. This Primer can also be used in conjunction with EP-95 Splicing Cement in lieu of Splice Cleaner. Available in 1 gallon pails.
5. **Lap Sealant:** A heavy-bodied material used to seal the exposed edges of a membrane splice. A pre-formed Lap Sealant tool is included in each carton of Lap Sealant. Available in tubes.
 - a. Sure-Seal Lap Sealant: White sealant for use with Sure-Seal (White) Roofing Systems.
6. **Water Cut-Off Mastic:** A one-component, low viscosity, self wetting, Butyl blend mastic used as a sealing agent between the EPDM membrane or Elastoform Flashing and applicable substrates. Available in tubes.
7. **Pourable Sealer:** A black, two-component, solvent-free, polyurethane based product used for tie-ins and as a sealant around hard-to-flash membrane penetrating objects such as clusters of pipes and for a daily seal when the completion of flashings and terminations cannot be completed by the end of each work day.
8. **One-Part Pourable Sealer:** Available in black or white, a one-component, moisture curing, elastomeric polyether sealant used for attaching lightning rod bases and ground cable clips to the membrane surface and as a sealant around hard-to-flash penetrations such as clusters of pipes.
9. **Universal Single-Ply Sealant** A one-part polyether, non-sagging sealant designed for sealing expansion joints, control joints and counterflashings. Available in white only.
10. **Carlisle CAV-GRIP III Low-VOC Aerosol Contact Adhesive/Primer:** a low-VOC, methylene chloride-free adhesive that can be used for a variety of applications including: for adhering Sure-Seal FleeceBACK membrane to vertical walls. Coverage rate is approximately 2,000-2,500 sq. ft. per #40 cylinder and 4,000-5,000 sq. ft. per #85 cylinder as a primer, in a single-sided application and 750 sq. ft. per #40 cylinder and 1,500 sq. ft. per #85 cylinder as an adhesive for vertical walls, in a double-sided application.

2.06 METAL EDGING AND MEMBRANE TERMINATIONS

- A. **General:** All metal edging shall be tested and meet ANSI/SPRI ES-1 standards and comply with International Building Code.
 - 1. **SecurEdge 400:** a coping or fascia, snap-on edge system consisting of a 22 gauge galvanized metal water dam and 24 gauge steel, Kynar 500 finish. Metal fascia color shall be as designated by the Owner's Representative. ANSI/SPRI ES-1 Certified.
 - 2. **SecurEdge 4000:** a metal fascia system with a 20 gauge steel retainer bar and 24 gauge steel, Kynar 500 finish fascia. Metal fascia color shall be as designated by the Owner's Representative. ANSI/SPRI ES-1 Certified.
- B. **Drip Edge:** A metal fascia/edge system with a 22 or 24 gauge continuous anchor cleat and 24 gauge steel fascia. Metal fascia color shall be as designated by the Owner's Representative.
- C. **SecurEdge Coping:** Incorporates a 20 gauge anchor cleat with 4 pre-slotted holes, a concealed joint cover and 10 foot continuous sections of coping cap; can accommodate minimum 5 " wide parapet walls. Metal coping cap color shall be as designated by the Owner's Representative.
- D. **Termination Bar:** A 1" wide and .098" thick extruded aluminum bar pre-punched 6" on center; incorporates a sealant ledge to support Lap Sealant and provide increased stability for membrane terminations.
- E. **SecurEdge Term Bar Fascia:** A 1.75" wide formed aluminum termination bar with pre-slotted fastening holes for ease of locating and installing. The decorative cover is available in 24-gauge galvanized steel. SecurEdge Term Bar Fascia is manufactured in 12' lengths for fewer joints/seams, fewer sections to handle and faster installation.

2.07 WALKWAYS

- A. Protective surfacing for roof traffic shall be Sure-Seal P.S. Walkway Pads (30" x 30" molded black rubber with factory applied tape) adhered to the FleeceBACK membrane after priming with HP-250 or Low VOC EPDM Primer.

PART 3 EXECUTION

3.01 GENERAL

- A. Comply with the manufacturer's published instructions for the installation of the membrane roofing system including proper substrate preparation, job site considerations and weather restrictions.
- B. Position sheets to accommodate contours of the roof deck and shingle splices to avoid bucking water.

3.02 INSULATION PLACEMENT

- A. Install insulation or membrane underlayment over the substrate with boards butted together. Fill joints or gaps greater than 1/4 inch with Flexible FAST Adhesive. Stagger joints both horizontally and vertically if multiple layers are provided.
- A. Secure insulation to the substrate with Flexible FAST Adhesive in accordance with the manufacturer's specifications.

3.03 MEMBRANE PLACEMENT AND BONDING

- A. Position and unroll successive sheets and align to provide for a minimum 3 inch wide splice. At end laps (along the width of the sheet), membrane shall be butted together and overlaid with 6" wide Sure-Seal Pressure Sensitive Cured Cover Strip or Pressure Sensitive Overlayment Strip.
- B. FleeceBACK Membrane shall be fully adhered to an acceptable substrate with Carlisle Flexible FAST Adhesive. The adhesive is spray applied or extruded to the substrate only and the membrane is rolled into the wet adhesive once it has foamed up and reached string/gel time (approximately 2 minutes). **Roll the membrane with a 30" wide, 150 lb weighted segmented steel roller to set the membrane into the adhesive.**

Note: Exercise care to prevent overspray onto the membrane. If Flexible FAST Adhesive should contaminate the splice area, immediately (while the adhesive is still in liquid form) clean with Weathered Membrane Cleaner or allow Flexible FAST Adhesive to cure and remove with a paint-type scraper.

- C. Install adjoining membrane sheets in the same manner, overlapping edges approximately 4 inches. Do not apply bonding adhesive to the splice area.

3.04 MEMBRANE SP LICING

A. General

The FleeceBACK membrane has selvage edges (the fleece-backing is discontinued) and factory-applied splice tape along the length of the sheet for membrane splicing. Selvage edges are not provided along the width of the membrane; adjoining membrane sheets are butted together and overlaid with 6" wide Pressure-Sensitive Cured Cover Strip or Pressure-Sensitive Overlayment Strip. As an option, sheets can be rotated 90 degrees to form a cap sheet to eliminate flashing overlay.

B. Membrane Splicing with Factory-Applied Splice Tape

1. Position membrane sheet to allow for required splice overlap. Mark the bottom sheets with an indelible marker approximately 1/4" to 1/2" from the top sheet edge. The pre-marked line on the membrane edge can also be used as a guide for positioning splice tape.
2. When the membrane is contaminated with dirt, fold the top sheet back and clean the dry splice area (minimum 3" wide) of both membrane sheets by scrubbing with clean natural fiber rags saturated with Sure-Seal Weathered Membrane Cleaner. When using Sure-Seal (black) PRE-KLEENED membrane, cleaning the splice area is not required unless contaminated with field dirt or other residue.
3. Apply EPDM Primer to splice area and permit to flash off.
4. When adhering Factory Applied Tape (FAT), pull the poly backing from FAT beneath the top sheet and allow the top sheet to fall freely onto the exposed primed surface. Press top sheet on to the bottom sheet using firm even hand pressure across the splice towards the splice edge
5. For end laps, apply 6" SecurTAPE to the primed membrane surface in accordance with the manufacturer's specifications. Remove the poly backing and roll the top sheet onto the mating surface.
6. Tape splices must be a minimum of 5-1/2" wide using 6" wide SecurTAPE extending 1/8" minimum to 1/2" maximum beyond the splice edge. Field splices at roof drains must be located outside the drain sump.
7. Immediately roll the splice using positive pressure when using a 2" wide steel roller. Roll across the splice edge, not parallel to it. When FAT is used, Carlisle's Stand-Up Seam Roller can be used to roll parallel to the splice edge.
8. **At all field splice intersections**, apply Lap Sealant along the edge of the membrane splice to cover the exposed SecurTAPE 2" in each direction from the splice intersection. Install Carlisle's Pressure-

Sensitive "T" Joint Covers or a 6" wide section (with rounded corners) of Sure-Seal Pressure-Sensitive Flashing over the field splice intersection.

3.05 FLASHING

- A. Wall and curb flashing shall be cured membrane. Continue the deck membrane as wall flashing where practicable.
- B. Follow manufacturer's typical flashing procedures for all wall, curb, and penetration flashing including metal edging/coping and roof drain applications.

3.06 WALKWAYS

- A. Install walkways at all traffic concentration points (such as roof hatches, access doors, rooftop ladders, etc.) and all locations as identified on the drawing prepared by RoofConnect.
- B. Adhere walkways to the membrane in accordance with the manufacturer's specifications.

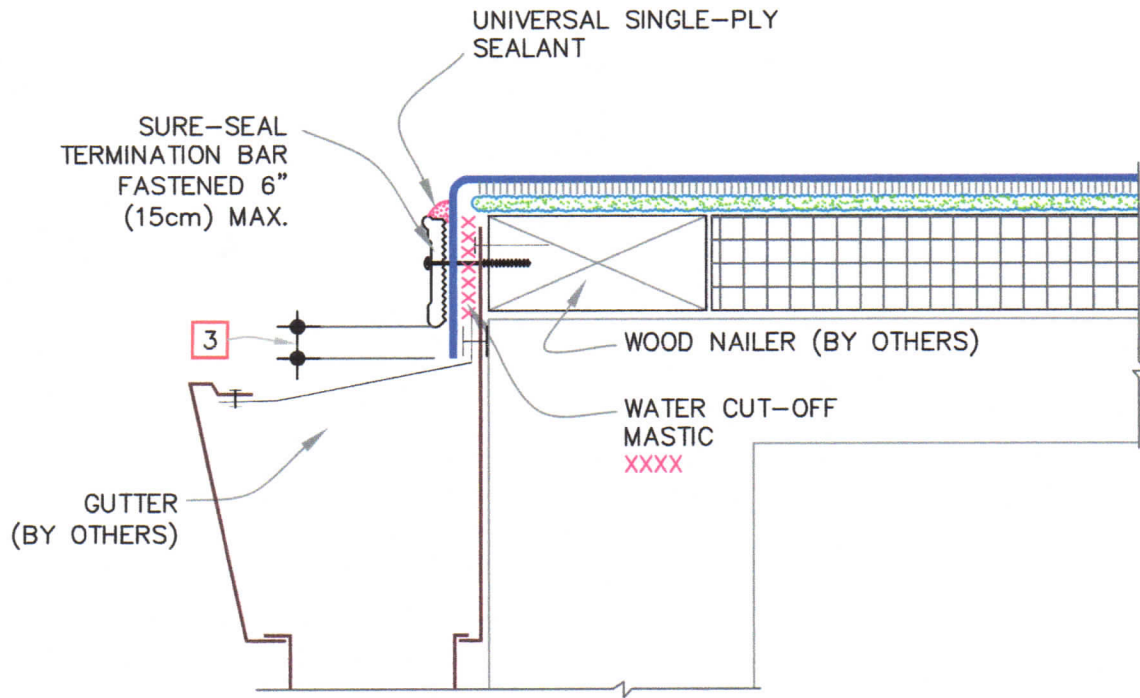
3.07 DAILY SEAL

- A. On phased roofing, when the completion of flashings and terminations is not achieved by the end of the work day, a daily seal must be performed to temporarily close the membrane to prevent water infiltration.
- B. Use Flexible FAST Adhesive or other similar material in accordance with the manufacturer's requirements.

3.08 CLEAN UP

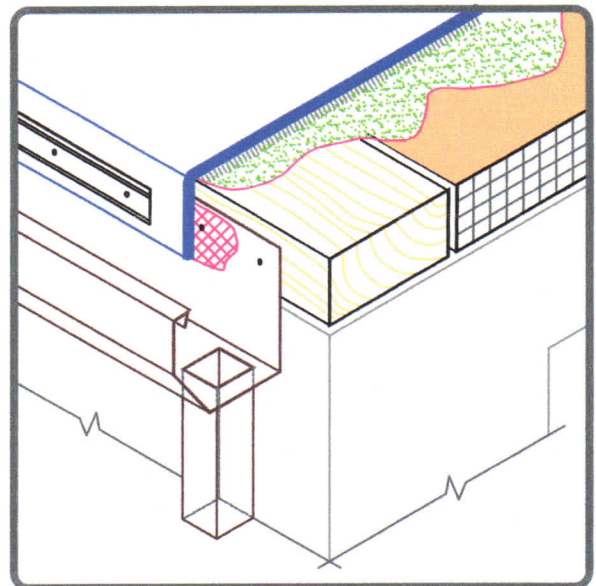
- A. Perform daily clean up to collect all wrappings, empty containers, paper, and other debris from the project site. Upon completion, all debris must be disposed of in a legally acceptable manner.
- B. Prior to the manufacturer's inspection for warranty, the applicator must perform a pre-inspection to review all work and to verify all flashing has been completed as well as the application of all caulking.

END OF SPECIFICATION



NOTES:

1. POSITION MEMBRANE WITH SELVAGE EDGE AT TERMINATION BAR LOCATION TO AVOID REMOVAL OF FLEECE BACKING.
2. FASTENING OF METAL TERMINATION BAR MUST PROVIDE CONSTANT COMPRESSION ON WATER CUT-OFF MASTIC.
3. ALLOW MEMBRANE SHEET TO EXTEND 1/2" (1.5cm) MINIMUM BELOW THE METAL TERMINATION BAR.



	— FleeceBACK MEMBRANE
	— APPROVED ADHESIVE
	— APPROVED SUBSTRATE
	— SEE NOTE(S)

METAL BAR EDGE TERMINATION

MAXIMUM WARRANTY: 30 YEARS



DETAIL NO.

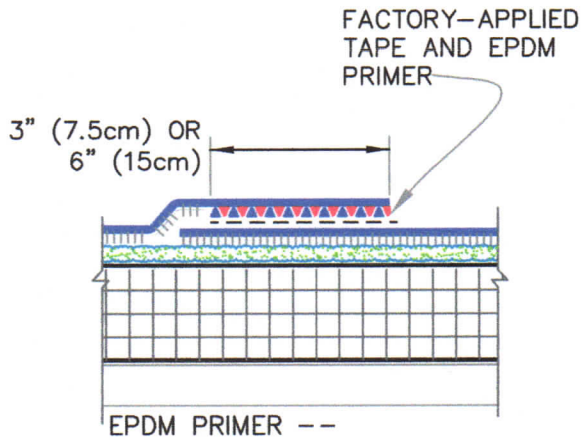
FB-1C.1

FLEECEBACK ADHERED

CAUTION

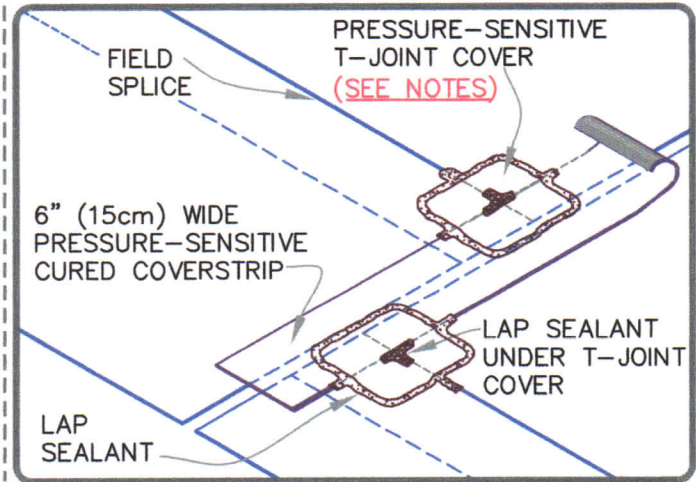
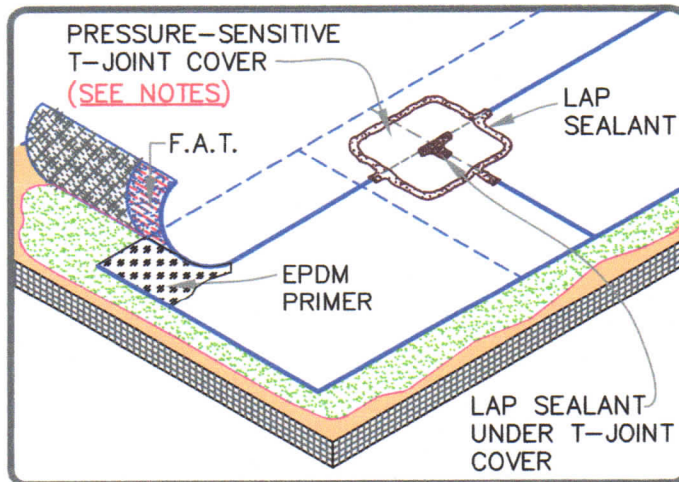
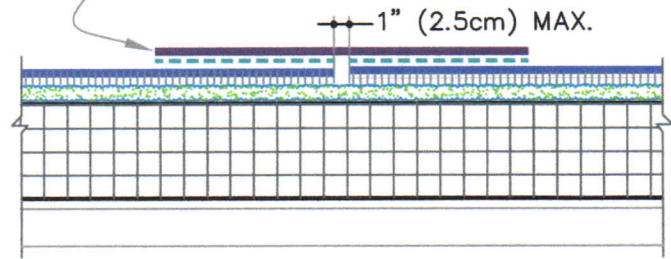
EPDM MEMBRANE SPLICES SHALL INCORPORATE 6" (15cm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 & 30-YEAR WARRANTIES.

MEMBRANE SPLICE



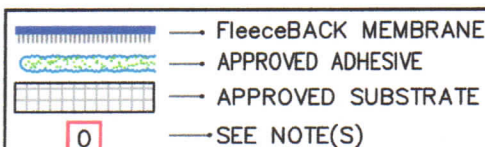
END LAP SPLICE

MINIMUM 6" (15cm) WIDE PRESSURE-SENSITIVE CURED COVERSTRIP WITH EPDM PRIMER CENTERED OVER BUTTED END LAPS



NOTES:

1. APPLY EPDM PRIMER TO MEMBRANE SURFACES PRIOR TO INSTALLING PRESSURE-SENSITIVE FLASHING AND/OR FACTORY APPLIED SecurTAPE.
2. APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE (UNDER THE 6"x6" (15cm x15cm) T-JOINT COVER) COVERING THE EXPOSED SPLICE TAPE 1/2" (1.5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION.
3. 6" (15cm) WIDE PRESSURE-SENSITIVE ELASTOFORM FLASHING MAY ALSO BE CENTERED OVER THE FIELD SPLICE INTERSECTION.



EPDM MEMBRANE SPLICES –
PROJECTS WITH 10, 15 AND 20 YEAR
WARRANTIES

MAXIMUM WARRANTY: 20 YEARS



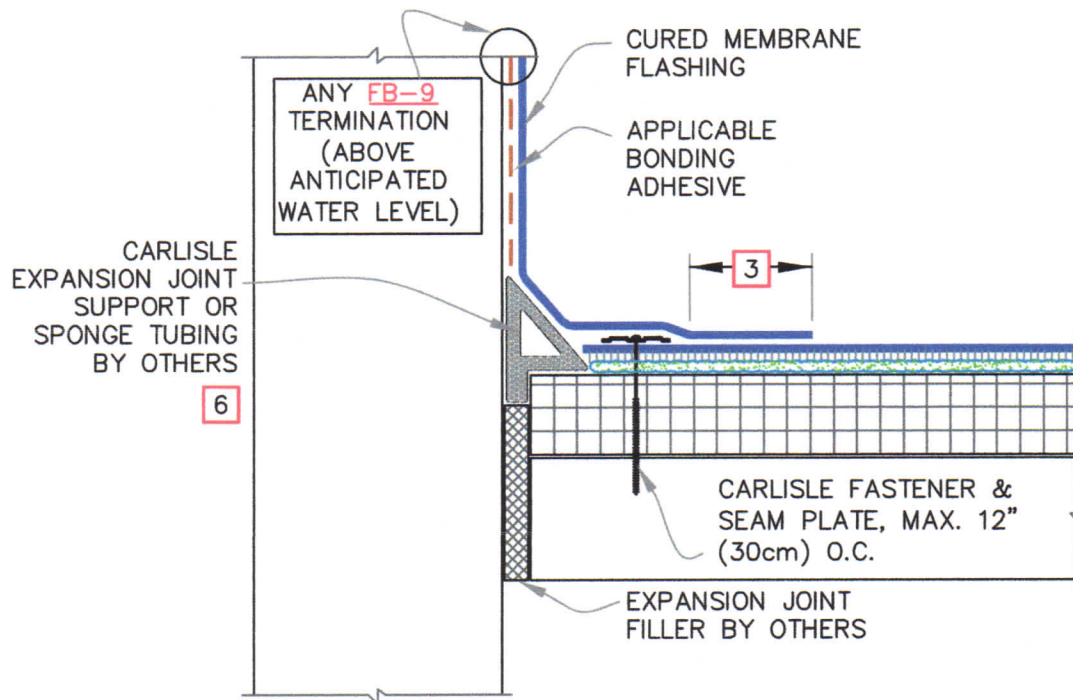
DETAIL NO.

FB-2A

FLEECEBACK ADHERED

CAUTION

EPDM MEMBRANE SPLICES SHALL INCORPORATE 6" (15cm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 & 30-YEAR WARRANTIES.

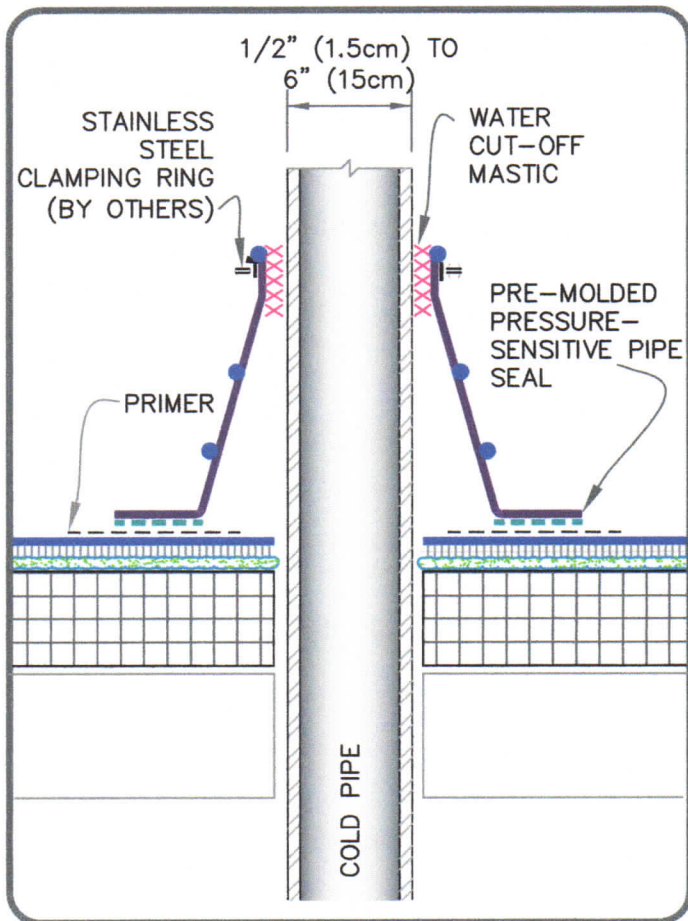


NOTES:

1. WHEN CARLISLE EXPANSION JOINT SUPPORT IS USED, WIDTH OF JOINT SHALL BE A MINIMUM OF 3/4" (2cm) AND SHALL NOT EXCEED 2" (5cm).
2. APPROXIMATELY 1/8" (0.5cm) DIAMETER BEAD OF CUT-EDGE SEALANT IS REQUIRED ON CUT EDGES OF REINFORCED TPO MEMBRANE.
3. SPLICES SHALL BE COMPLETED USING MINIMUM 3" (7.5cm) WIDE SecurTAPE/ PRIMER WITH EPDM MEMBRANE AND MINIMUM 1-1/2" (4cm) HOT AIR WELD WITH TPO/PVC.
4. WHEN USING 60 OR 80-MIL TPO AND 80-MIL PVC/KEE HP REINFORCED THERMOPLASTIC MEMBRANE FLASHING, APPLY A 4-1/2" (11cm) DIAMETER THERMOPLASTIC "T-JOINT" COVER AT ALL FIELD SPLICE INTERSECTIONS.
5. ALL EPDM SPLICE INTERSECTIONS MUST BE OVERLAID WITH A PRESSURE-SENSITIVE T-JOINT COVER. PRIOR TO DOING SO, APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE (UNDER THE 6"x6" (15cm X 15cm) T-JOINT COVER) COVERING THE EXPOSED SPLICE TAPE 2" (5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION. PROJECTS WITH 25 & 30-YEAR WARRANTIES OR WHEN USING 90-MIL EPDM FLASHING, INTERSECTIONS MUST BE OVERLAID WITH TWO LAYERS OF PRESSURE-SENSITIVE ELASTOFORM FLASHING. THE BOTTOM LAYER SHALL BE 6"X6" (15cm X 15cm) COVERED WITH A 12"X12" TOP LAYER (30cm X 30cm). BOTH LAYERS SHALL BE CENTERED OVER THE SPLICE INTERSECTION AND SEALED WITH CONTINUOUS LAP SEALANT, REFER TO FB-2 DETAILS.
6. ROOF MEMBRANE SHALL NOT BE ADHERED OVER THE EXPANSION JOINT SUPPORT OR SPONGE TUBING.

	DECK-TO-WALL EXPANSION JOINT MAXIMUM WARRANTY: 30 YEARS	DETAIL NO. FB-3B.1 FLEECEBACK ADHERED
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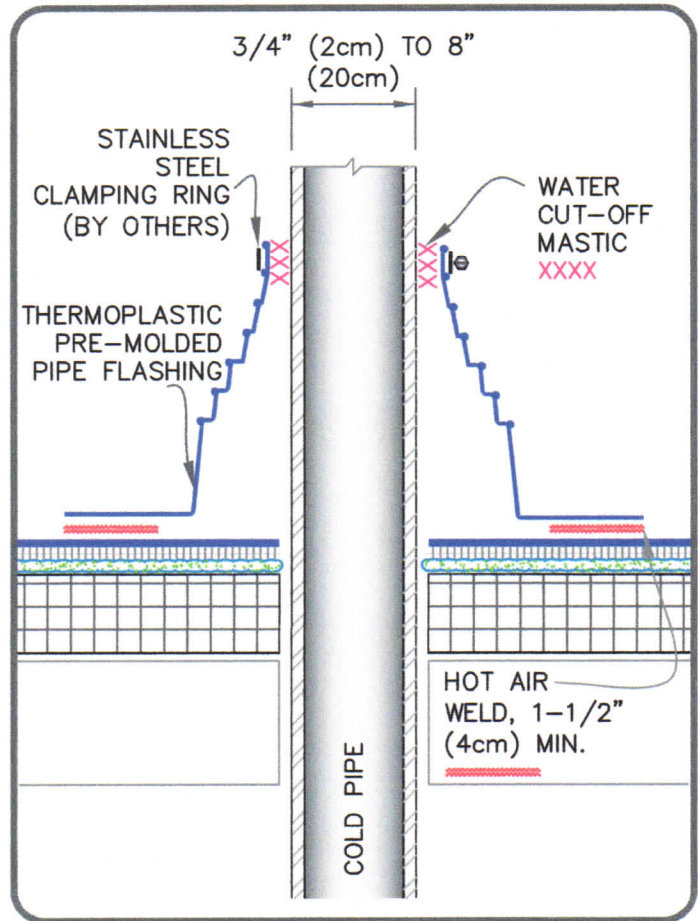
EPDM



NOTES:

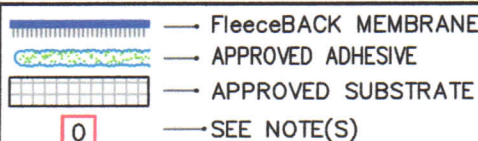
1. REMOVE ALL LEAD AND OTHER FLASHING BEFORE INSTALLING FIELD FABRICATED PIPE SEAL.
2. TEMPERATURE OF PIPE MUST NOT EXCEED 180°F (82°C).
3. APPLY EPDM PRIMER TO SPLICE AREA.
4. PRE-MOLDED PIPE FLASHING MUST HAVE INTACT RIB AT THE TOP EDGE REGARDLESS OF PIPE DIAMETER.
5. DECK FLANGES OF THE PRE-MOLDED PIPE SEAL SHALL NOT BE OVERLAPPED, CUT OR APPLIED OVER ANY ANGLE CHANGE.
6. WHEN A FIELD SPLICE INTERSECTS A PIPE SEAL, APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE COVERING THE EXPOSED SPLICE TAPE 2" (5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION & OVERLAY WITH A 6"X6" (15 X 15cm) T-JOINT COVER.

TPO/PVC/KEE HP



NOTES:

1. REMOVE ALL LEAD AND OTHER FLASHING BEFORE INSTALLING FIELD FABRICATED PIPE SEAL.
2. TEMPERATURE OF THE PIPE PENETRATION MUST NOT EXCEED 140°F (60°C) WHEN USING PVC OR KEE HP AND 160°F (71°C) WHEN USING TPO FLASHING.
3. PRE-MOLDED PIPE FLASHING MUST HAVE INTACT RIB AT THE TOP EDGE REGARDLESS OF PIPE DIAMETER.
4. DECK FLANGES OF THE PRE-MOLDED PIPE SEAL SHALL NOT BE OVERLAPPED, CUT OR APPLIED OVER ANY ANGLE CHANGE.



PRE-MOLDED PIPE SEALS

MAXIMUM WARRANTY: 30 YEARS

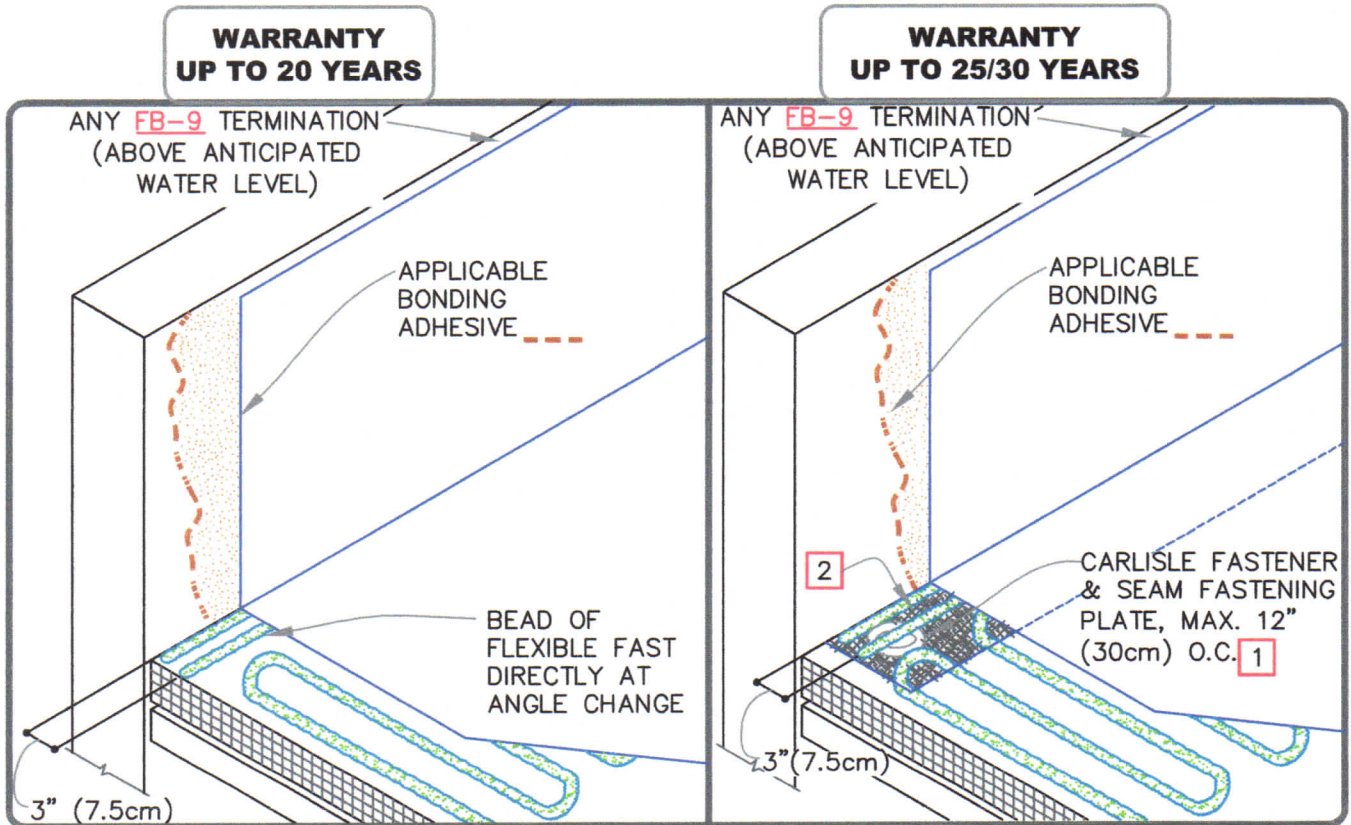


DETAIL NO.

FB-8A.1

FLEECEBACK ADHERED

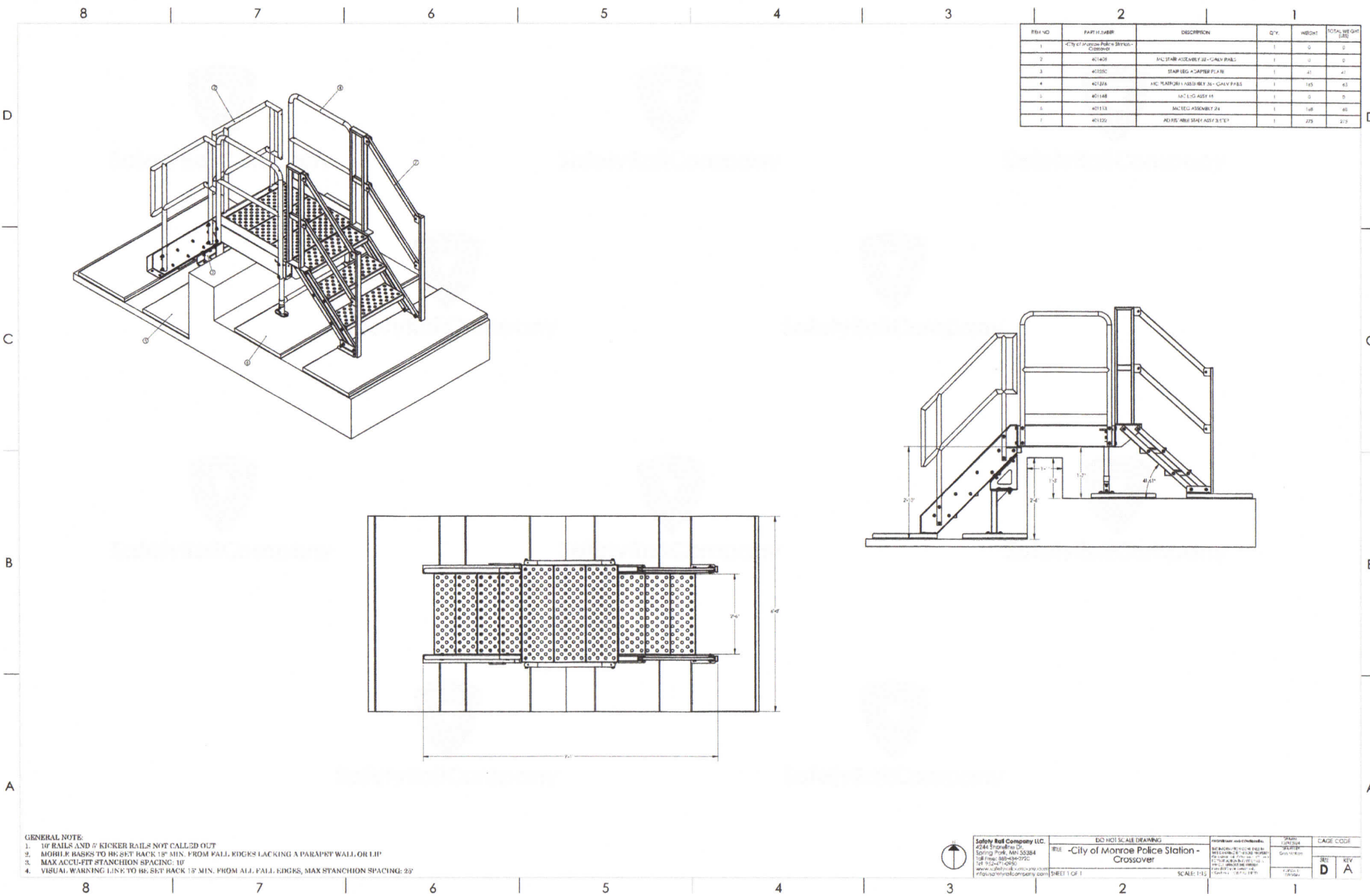
CAUTION

REFER TO [DETAIL FB-12C](#) WHEN USING AQUA BASE 120 ADHESIVE OR HYDROBOND.

NOTES:

1. MECHANICALLY FASTENED BASE SECUREMENT IS REQUIRED WHEN ANY ONE OF THE FOLLOWING MAY OCCUR:
 - 1.1. SPECIFIED WARRANTIES GREATER THAN 20-YEARS.
 - 1.2. WARRANTY WIND SPEEDS GREATER THAN 90MPH.
 - 1.3. PROJECTS WITH CONTROL OR EXPANSION JOINTS OR ANTICIPATED BUILDING MOVEMENT.
 - 1.4. WHEN FLEECEBACK MEMBRANE IS INSTALLED DIRECTLY OVER AN EXISTING SINGLE-PLY ROOF.
2. 9" (23cm) WIDE FleeceBACK MEMBRANE INSTALLED WITH FLEECE-BACKING SIDE FACING UP.
3. WHEN USING 60 OR 80-MIL REINFORCED THERMOPLASTIC MEMBRANE FLASHING, APPLY A 4-1/2" (11cm) DIAMETER THERMOPLASTIC "T-JOINT" COVER AT ALL FIELD SPLICE INTERSECTIONS.
4. ALL EPDM SPLICE INTERSECTIONS [REFER TO FB-2 DETAILS.](#)

	PARAPET/CURB WITH CONTINUOUS MEMBRANE – BEAD APPLIED MAXIMUM WARRANTY: SEE EACH DETAIL	DETAIL NO. FB-12B.1B FLEECEBACK ADHERED
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Date: 1/15/2025
City of Monroe

City of Monroe, OH Police Station (Monroe, OH) Main Roof
602 S Main St
Monroe, OH
45050

Bid #: BID-56724
Equalis Contract #:
COG-2133B

Kris Costas
kris.costas@roofconnect.com
717-571-9088

The proposed prices are based on current material and energy costs, current production schedule and all noted assumptions made herein. Some of these factors are very volatile and represent significant factors that influence the proposed prices.

SCOPE OF WORK

Base Bid:

- Fleeceback adhered roof membrane system
- 20-year manufacturer's Total System Warranty
- Approximate square feet: 37,522

Safety and Project Preparation:

- Perform a pre-job meeting to determine jobsite logistics and safety requirements.
- Furnish proposed construction schedule, if needed.
- Furnish and install proper safety equipment.
- Furnish and install warning lines to identified areas associated with ground related roofing activities.
- Clean existing roof free from debris and contaminates.

System Application:

- Apply the FleeceBACK Adhered Roofing System in conjunction with cover board and EPS Flute Fill over the existing metal roof.
- Contractor to adhere a layer of Expanded Polystyrene 1# density and the ½" SecurShield HD Cover Board over the existing metal deck at a rate of 12" on center in the field and 6" on center at perimeters and corners. Fully adhere the FleeceBack membrane to the cover board.

Miscellaneous

- Nightly tie-ins will be performed to ensure watertight integrity during project.
- Job site will be cleaned daily during the project and at the completion of the project.

Warranty

- Once final inspection is performed and final payment is received, provide a 20-year manufacturer's Total System Warranty.

 **BASE BID TOTAL: \$895,967.00*** **Accepted:** ☐

* See all terms, conditions, & exclusions.

Schedule of Reimbursement – To be determined

Notes:

- The above work including insurance, warranties, hosting, and all safety equipment are included in this proposal.

Exclusions:

- Bonds, permits, and taxes are not included in the price unless stated above.
- Attic insulation, Wood Nailers, Curbs, Soffit, Fascia, Ladders and Vents are excluded. Only sheet metal associated with Roofing is included, unless otherwise stated above.
- RoofConnect is not responsible for Plumbing, Electrical, HVAC, and Containers which may be necessary to complete the project, unless otherwise stated above. RoofConnect is not responsible for Interpretation of Local Building Code.
- This proposal is based upon current, applicable Design Standards and Suitable Decking System for Roof System proposed on this Project. This Proposal is valid for 30 days from above Date.
- Decking, Decking Support Structure, Skylight/Smoke/Hatch Attachment, Mechanical, Plumbing, Electrical, Sheathing, Framing, Bonding, Interior work or protection, Night Work, Additional Mobilizations, Exterior Cladding are excluded.



ACCEPTANCE

As authorized representative of City of Monroe, I hereby accept the above proposal, summarized as follows: Pricing is only valid for 30 days due to material volatility.

Proposed Item	Price	Accepted
Base Bid	\$895,967.00	☐
Allowance for wood nailer/blocking	\$50,000.00	☐
Allowance for Contingency	\$40,000.00	☐
Warranty Extension Program	\$ per annual	☐

ACCEPTANCE: The undersigned Customer hereby accepts this Proposal/Contract and, intending to be legally bound hereby, agrees that this writing, including the terms and conditions and documents incorporated herein, shall be a binding contract and shall constitute the entire contract upon execution of this Contract by Customer and RoofConnect. Any additional or different terms and conditions set forth in the Customer's purchase order or any other agreement between Customer and RoofConnect are expressly rejected by RoofConnect and shall not be binding upon RoofConnect. Any modification to this Proposal/Contract, including the terms and conditions and documents incorporated herein, must be in writing, signed by both parties, and it must expressly state that it is intended to modify this Proposal/Contract and its terms and conditions or documents incorporated herein.

ACCEPTED BY:

Name: _____
Signature: _____
Date: _____
Approved Contract Amount: \$ _____
Purchase Order Number: _____

PROJECT AGREEMENT TERMS AND CONDITIONS

Nature of Work. The construction services will be performed by a roofing contractor member of RoofConnect (hereinafter referred to as the "Roofing Contractor") who is qualified and licensed to perform the construction work and services referenced in this Proposal/Contract. The Roofing Contractor shall furnish the labor and material to perform the Work described herein and/or in the referenced contract documents. Neither RoofConnect nor the Roofing Contractor provide design, engineering or architectural services. It is Customer's responsibility to retain a licensed architect or engineer to determine proper design and code compliance, including a determination as to whether and what type of a vapor or air retarder is needed. If plans, specifications or other design documents have been furnished by Customer, Customer warrants that they are sufficient and conform to all applicable laws and building codes. Customer or its licensed architect or engineer is responsible for any loss, damage or expense due to defects in plans or specifications or building code violations, unless such damage results from a deviation by Roofing Contractor from what is specified. Customer is responsible for any losses due to condensation, moisture migration from the building interior or other building components, location or size of roof drains, adequacy of drainage, ponding on the roof, structural conditions or the properties of the roof deck or substrate on which the Roofing Contractor's roofing Work is installed.

Deck. Customer warrants that structures on which the Roofing Contractor is to work are in sound condition and capable of withstanding roof construction, equipment and operations. Commencement of roof installation indicates only that the surface of the roof deck appears satisfactory to attach roofing materials and that no visible defects were apparent. Customer and/or its designers and other contractors are responsible for the structural sufficiency, quality of construction (including compliance with FMG criteria), undulations, fastening and moisture content of the roof deck. Customer is responsible to test or assess moisture content of the roof deck or substrate.

Asbestos and Toxic Materials. This Proposal/Contract is based on not coming into contact with asbestos-containing or toxic materials ("ACM"). Customer is responsible for expenses, claims or damages arising out of the presence, disturbance or removal of ACM. The Contract Price shall be increased for additional expenses resulting from the presence of ACM. Customer shall indemnify RoofConnect and Roofing Contractor from and against any liability, damages, losses, claims, demands or citations arising out of the presence of ACM.

Payment. Unless stated otherwise on the face of this Proposal/Contract, within ten (10) days of substantial completion of the Work, Customer shall pay RoofConnect the Contract Price plus any additional charges for changed or extra work. If completion of the Work extends beyond one month, Customer shall make monthly progress payments to RoofConnect by the fifth (5th) day of the month for the value of Work completed during the preceding month, plus the value of materials suitably stored for the project. All sums not paid when due shall earn interest at the rate of 1% per month (12% per year). RoofConnect shall be entitled to recover from Customer all costs of collection incurred by RoofConnect, including attorneys' fees, resulting from Customer's failure to make proper payment when due. Customer's acceptance of the Work and payment from Customer is not dependent upon criteria promulgated by Factory Mutual Global, including wind uplift testing. Customer acknowledges that RoofConnect is not an insurance adjuster and that RoofConnect cannot and will not negotiate directly with Customer's insurance carriers on Customer's behalf. Customer shall be solely responsible for payment in full to RoofConnect and any reimbursement to Customer by an insurance carrier shall be Customer's sole responsibility to negotiate and resolve.

Right to Stop Work. The failure of Customer to make proper payment when due shall, in addition to all other rights, constitute a material breach of contract and shall entitle RoofConnect, at its discretion, to direct Roofing Contractor to suspend all Work and shipments, including furnishing warranty, until full payment is made. The time period to perform the Work shall be extended for a period equal to the period during which the Work was suspended, and the Contract Price shall be increased by the amount of reasonable costs of shut-down, delay and start-up.

Insurance. RoofConnect shall require its Roofing Contractor to carry workers' compensation and commercial general liability insurance. Upon request by Customer, RoofConnect will furnish to Customer a Certificate of Insurance showing the Roofing Contractor's insurance coverage. Customer shall purchase and maintain builder's risk and property insurance sufficient to cover the total value of the entire Project on a replacement cost basis, including labor and materials furnished, covering fire, extended coverage, malicious mischief, vandalism and theft on the premises to protect against loss or damage to material and partially completed Work until the job is completed and accepted. Moneys owed to RoofConnect shall not be withheld by reason of any damage or claim that is covered by liability, property or builder's risk insurance.

Additional Insured. If Customer requires that Customer or others be listed as additional insureds on the liability insurance policy, Customer agrees that the naming of Customer or others as additional insureds is intended to apply to claims made against the additional insured only to the extent the claim is due to the negligence of the Roofing Contractor and it does not apply to or make the insurer liable for claims that are due to the fault of the additional insured.

Clean-up; Interior Protection. Customer acknowledges that re-roofing of an existing building may cause disturbance, dust, debris or fireproofing to fall into the interior depending on existing building conditions. Customer agrees to remove or protect property directly below the roof in order to minimize potential interior damage. Customer shall be responsible for clean-up, disturbance, damage or loss to interior property that Customer did not remove or protect prior to commencement of roofing operations. Customer shall notify tenants of re-roofing and the need to provide protection underneath areas being re-roofed. Customer agrees to hold harmless RoofConnect and Roofing Contractor from claims of tenants who were not so notified and did not provide protection. Unless otherwise specified on the face of this Proposal/Contract, Customer shall provide all trash dumpsters for disposal of roofing materials during performance of the Work.

Deck Repairs and Unforeseen Conditions. Any work required to replace rotten or missing wood or deteriorated decking to make the deck suitable for roof installation shall be done on a labor and material or unit price basis as an extra unless specifically included in the Scope of Work. Deck repairs or replacement shall be performed as needed to provide an adequate substrate for the roofing materials. Unforeseen conditions that may affect the Work will be reported to Customer and authorization requested prior to permanent repairs being performed.

Schedule. Any dates provided in this Proposal/Contract for commencement and progress of the Work are estimated and subject to change. RoofConnect will promptly notify Customer of any changes in the date of commencement or estimated date of completion of the Work.

Damages and Delays/Force Majeure. Customer shall coordinate the Project so that the Project proceeds in an orderly and customary manner and so as to avoid newly installed roofing being used as a surface for on-going construction work. If others damage the Work, including damage to temporary tie-ins and punctures, cuts and tears in the roof membrane or flashings, Customer agrees to backcharge those causing the damage. Any repairing of the same will be charged as an extra on a time and materials basis, and the time for performance shall be extended for a time sufficient to make such repairs. For damage or delay caused by circumstances beyond the control of the parties, including but not limited to acts of God, pandemics, epidemics, quarantines, accidents, unavoidable casualties, snow, ice dams, fire, adverse weather, vandalism, regulation, strikes, jurisdictional disputes, disruption in supply chains, failure or delay of transportation, shortage of or inability to obtain materials or equipment or labor and delays caused by others, the time for performance of the Work shall be extended and the Contract Price shall be increased for additional costs of performing the Work due to such circumstance(s).

Roof Projections. The Work includes flashing roof projections that are in place prior to installation of roofing or shown on the architectural plans provided by Customer. Penetrations not shown on the plans provided by Customer prior to submittal of this Proposal/Contract or required after installation of roofing shall be considered an order for extra work, and the Contract Price shall be increased based on time and material rates for additional expenses resulting from additional penetrations.

Changes in the Work and Extra Work. Customer shall be entitled to request in writing extra or changed work that is not part of the original Scope of Work, and the total Contract Price shall be adjusted accordingly. Customer shall not give orders for work that is required to be performed at that time and then refuse to make payment on the grounds that a Change Order was not executed at the time the work was performed or Customer's representative was not authorized to order the change. This Proposal/Contract is based upon all Work being performed during regular working hours. Extra charges will be made for overtime and Work performed outside of regular working hours, if required by Customer.

Wind Loads or Uplift Pressures. Design Professional is responsible to design the Work to be in compliance with applicable codes and regulations and to specify or show the work that is to be performed, including calculation or verification of wind-load design. To the extent minimum wind loads or uplift pressures are required, the Contract Price is based solely on manufacturer's printed test results. No representations are made regarding wind uplift capacity.

Tolerances. All labor and materials shall be furnished in accordance with normal industry standards and industry tolerances for uniformity, color, variation, thickness, size, weight, finish and texture. Specified quantities are intended to represent an average over the entire roof area.

Fumes and Emissions. Customer acknowledges that odors and emissions from roofing products will be released as part of the roofing operations. Customer shall be responsible for interior air quality, including controlling mechanical equipment, HVAC units, intake vents, wall vents, windows, doors and other openings to prevent fumes and odors from entering the building. Customer is aware that roofing products emit fumes, vapors and odors during the application process. Some people are more sensitive to these emissions than others. Customer shall hold RoofConnect and Roofing Contractor harmless from claims from third parties relating to fumes and odors that are emitted during the normal roofing process.

Material Cost Escalation. Steel products, asphalt, polyisocyanurate and other roofing products are sometimes subject to unusual price volatility due to conditions that are beyond the control of the parties. If there is an increase in these or other roofing products between the date of this Proposal/Contract and the time when the Work is to be performed, the Contract Price may be increased to reflect the additional cost, upon submittal of written documentation and advance notice.

Backcharges. No backcharges or claims for payment of services rendered or materials and equipment furnished by Customer shall be valid unless previously authorized in writing by RoofConnect and unless written notice is given to RoofConnect within five (5) days of the event, act or omission which is the basis of the backcharge.

Roof Top Safety. Customer warrants there will be no live power lines on or near the roof servicing the building where the Work will be performed and that Customer will turn off any such power supplies to avoid an electrocution risk. Customer will indemnify Roofing Contractor and RoofConnect from personal injury and other claims and expenses if Customer fails to turn-off power so as to avoid injury resulting from the presence of concealed electrical conduit and live electrical power. Customer is responsible for costs of repair or damages, including disruption of service, resulting from damage to undisclosed or concealed electrical or other utility lines. Customer shall shut down roof located electronic equipment that emits or receives radio frequency waves while the Work is being performed on the roof so that workers will not be subject to radio frequency waves or electromagnetic radiation while working on the roof and shall indemnify and hold harmless RoofConnect and Roofing Contractor from any personal injury claims resulting from a failure by Customer to do so. Except for workers performing the Work, Customer is responsible for the safety of persons or entities whom Customer allows or authorizes to be on the roof. Customer agrees to and shall indemnify and hold Roofing Contractor and RoofConnect harmless, including attorneys' fees, from claims for personal injury by persons or entities whom Customer has allowed or authorized to be on the roof.

Conduit and Materials Attached to Deck. The Contract Price is based upon there not being electrical conduit, cables, wires or other materials embedded within the roof assembly or attached directly to the underside or topside of the roof deck upon which the new roof will be installed. Customer is responsible for all loss and damage caused by conduit, wires, cables, pipes, fireproofing or any objects attached to the underside of the roof decking which could be damaged during installation of the new roof system or repairs.

Availability of Site. Customer shall provide direct access to the work site for the passage of trucks and materials and direct access to the roof. The raising, disconnection, re-connection, or relocation of any mechanical equipment on the roof that may be necessary to perform the roofing work shall be performed by others or treated as an extra. The Work shall not be required to begin until underlying areas are ready and acceptable to receive the Work and sufficient areas of roof deck are clear and available and free from snow, water or debris to allow for continuous full operation. The expense of any extra trips to and from the job as a result of the job not being ready for the Work after Customer has provided notice to proceed will be charged as an extra. Customer shall provide at the worksite sufficient storage room for all materials and reasonable use of such facilities as scaffolding, elevators, and such other equipment as may be available for handling materials. Customer shall permit the use of driveways and paved areas leading to or adjacent to the worksite for equipment without liability occasioned by such use. Customer shall supply at the worksite for performance of the Work: water, power, site security, and clear access to work area.

Warranty. A manufacturer's warranty shall be furnished to Customer if a manufacturer's warranty is called for on the face of this Proposal/Contract. It is expressly agreed that in the event of alleged defects in the materials furnished, Customer shall have recourse only against the manufacturer of such material. The Roofing Contractor's workmanship warranty, which shall warrant the workmanship for a period of 12 months from completion of the Work, shall be furnished to the Customer. The workmanship warranty will not extend to conditions, leaks or damages caused by (1) abuse, misuse, vandalism, lack of maintenance, accident or negligence in maintaining the roof by Customer or others; (2) lightning, hail, windstorm, hurricane, earthquake, thermal shock or other acts of God; (3) other building components, including solar equipment, building movement, cracking, settlement, deflection of roof deck, dry rot, deterioration of walls, water entry through masonry or other building components, vapor condensation from below, and defects in the materials used as a base under the roof; (4) faulty vents, equipment supports, and other penetrations of the roof work and edge conditions, unless such items were included in the Work; (5) installation, service or maintenance of roof top equipment, solar equipment, plant media, overburden or traffic of any nature on the roof by Customer or others; (6) acts or omissions of Customer or others; (7) movement of metal work; (8) ponding of water; (9) discharge of oils, greases, solvents or chemicals; (10) damage caused by termites, insects, birds or animals; (11) penetration of the roofing from beneath by nails or other fasteners; (12) ice dams; or (13) blockage of roof drains or gutters. If, during the term of the workmanship warranty, the subject property is exposed to tornadoes, hurricanes, or earthquakes, the warranty will be void and cancelled. **ALL IMPLIED WARRANTIES AND SPECIFICALLY THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED.**

Existing Conditions. Customer is responsible for leakage through the existing roof or other portions of the building that have not yet been reroofed by Roofing Contractor.

Mold. Customer agrees to act promptly so that roof leaks are not a source of potential interior mold growth. Customer will make periodic inspections for signs of water intrusion and act promptly including prompt notice to RoofConnect if Customer believes there are roof leaks. Repairs to deficient workmanship shall be made promptly after RoofConnect receives written notice of leaks. Customer is responsible for monitoring any leak areas and for indoor air quality. Customer shall hold harmless and indemnify RoofConnect and Roofing Contractor from claims due to indoor air quality and resulting from a failure by Customer to maintain the building in a manner to avoid growth of mold.

Material References. Technical specifications (i.e., R-value, ASTM or UL compliance) of materials used are represented as such by the material manufacturers. RoofConnect and its Roofing Contractor are not responsible for verifying such technical specifications.

Oil-canning. Metal roofing and wall panels, especially lengthy flat-span sheet-metal panels, often will exhibit waviness, commonly referred to as "oil-canning." The degree of oil-canning and the appearance of the panels will vary depending on factor such as the length and color of the panels, alloy, gauge, galvanizing process, substrate condition, and exposure to sunlight. Oil-canning pertains to aesthetics and not the performance of the panels and is not controlled by the roofing work performed. The type of metal roofing or wall panels specified can affect the degree of oil-canning. Oil-canning shall not be grounds to withhold payment or reject panels of the type specified.

Specific Exclusions. Unless specifically included in the Scope of Work on the face of this Proposal/Contract, the following items are expressly excluded from the Work: (1) bonds of any kind; (2) costs for permits and third-party inspections; (3) overtime, after-hours work, and work on any legally recognized holiday; (4) LEED Certification or any other type of green building certification; (5) repair of any damaged landscaping and repair or painting of other property; (6) abatement of asbestos and any other hazardous material; (7) labor and materials not specifically described on the face of this Proposal/Contract; and (8) security services.

Dispute Resolution. If a dispute arises between the parties with respect to any matters or questions arising out of or relating to this Contract or the breach thereof, the parties will seek to mediate the dispute. If mediation is unsuccessful, arbitration shall be administered by and conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association unless the parties mutually agree otherwise. Customer agrees to the joinder of any third parties, including Roofing Contractor, in the arbitration proceeding at the request of RoofConnect. The location of such arbitration shall be Little Rock, Arkansas or such other location as agreed by the parties. This agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in any court having jurisdiction thereof. Any legal claim against RoofConnect must be initiated no later than two (2) years after completion of the Work. Collection matters may be processed through litigation or arbitration at the discretion of RoofConnect.

Governing Law. This Contract/Proposal shall be governed by the laws of the State of Arkansas.

Limitation of Liability. ROOFCONNECT SHALL NOT IN ANY CIRCUMSTANCE, INCLUDING, BUT NOT LIMITED TO, BREACH OF CONTRACT, BREACH OF WARRANTY, TORT CLAIMS (INCLUDING NEGLIGENCE) OR OTHER GROUNDS, BE LIABLE FOR PUNITIVE, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, SUCH AS LOST PROFITS, LOSS OF REVENUE, BUSINESS INTERRUPTION, LOSS OF PRODUCT OR PRODUCTION AND SIMILAR LOSSES. TO THE FULLEST EXTENT PERMITTED BY LAW, ROOFCONNECT'S LIABILITY FOR DAMAGES ARISING OUT OF THIS PROPOSAL/CONTRACT AND/OR THE WORK, WHETHER SUCH DAMAGES ARE BASED ON BREACH OF CONTRACT, BREACH OF WARRANTY, TORTS (INCLUDING NEGLIGENCE) OR OTHER GROUNDS, SHALL NOT EXCEED TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OR THE CONTRACT PRICE, WHICHEVER IS LESS. Customer acknowledges and agrees that any advice or other assistance furnished by RoofConnect regarding any labor, equipment, goods, materials, or systems, whether or not furnished hereunder, is provided solely in RoofConnect's capacity as manager of a network of roofing contractors and shall not be construed as advice or assistance of a professional consultant, engineer or designer; therefore, RoofConnect shall have no liability to Customer or others with respect to any such advice or assistance.

Status of RoofConnect. It is understood by the parties that RoofConnect itself is not a licensed construction contractor and will not itself perform the construction services referenced in this Proposal/Contract. RoofConnect provides a network of leading professional roofing contractors operating throughout the United States. The construction services will be performed by a Roofing Contractor member of RoofConnect who is qualified and licensed to perform the construction work and services referenced in this Proposal/Contract.

Entire Agreement. This Proposal/Contract, including these Terms and Conditions and documents specifically listed as Contract Documents on the Proposal/Contract, constitutes the entire agreement between the parties with respect to the subject matter herein.

The National Roofing Contractors Association (NRCA) performed a study comparing three roof maintenance philosophies and their impact on roof life. Their findings showed the following:

Maintenance Type	Average Life Span
Unmaintained	10 to 14 years
Maintained	14 to 20 years
Managed	20 to 35 years

ROOFING TOTAL COST OF OWNERSHIP REACTIVE VS. PREVENTATIVE MAINTENANCE

IN GENERAL, MAINTENANCE FALLS INTO TWO CATEGORIES: REACTIVE OR PREVENTATIVE.

REACTIVE MAINTENANCE focuses on repairing an asset once failure occurs. **PREVENTATIVE MAINTENANCE**, however, focuses on avoiding repairs and asset failure through preventative and predictive methods.

THE BENEFITS OF PREVENTATIVE MAINTENANCE

Preventative maintenance is a management strategy to provide and maintain serviceable roofing assets. It is a multi-year planned strategy to select most effective treatments to preserve your roof, to impede their future deterioration and to maintain or to improve their functional condition while maintaining a safe and dry building interior.



A study on repair costs was performed by the country's largest roofing manufacturer. They found the average cost to maintain a roof as part of an asset management program to be \$0.04 per square foot. The average cost of repairs performed on a reactive basis was four times as much at \$0.16 per square foot! While these studies can provide an idea of the costs associated with reactive repairs, they did not include the hidden costs resulting from the need for roof repair. These include damage to insulation (loss of energy efficiency), deck degradation (structural concerns), damage to ceiling tiles, business disruptions, product loss, and slip & fall litigation.

TOTAL COST OF OWNERSHIP

Choosing to pursue a preventative maintenance plan can save you money and extend the life of your roof. In the example in Figure 2, a case study was performed, comparing total cost of ownership when a preventative maintenance plan is enacted versus the cost of maintaining your roof asset reactively.

THE PREVENTATIVE MAINTENANCE PLAN NOT ONLY EXTENDS THE LIFE OF YOUR ROOF BUT SAVES YOU 43% OF THE TOTAL COST PER YEAR!

REACTIVE MAINTENANCE		PREVENTATIVE MAINTENANCE	
Roof Installation Cost	\$265,000.00	Roof Installation Cost	\$265,000.00
		PM Cost (annual inspection/maintenance)	\$85,000.00
Leak Service	\$48,000.00	Leak Service	\$10,000.00
Repair Cost	<u>\$15,000.00</u>	Repair Cost	<u>\$15,000.00</u>
Total Cost Roof #1	\$328,000.00	Total Cost	\$375,000.00
Life of Roof (years)	12	Life of Roof (years)	24
Re-roof Installation Cost	\$265,000.00		
Leak Service	\$48,000.00		
Repair Cost	<u>\$15,000.00</u>		
Total Cost of Roof #2	\$328,000.00		
Total Cost Over 24 Years	\$656,000.00	Total Cost Over 24 Years	\$375,000.00
Total Cost of Ownership (per year)	<u>\$23,333.00</u>	Total Cost of Ownership (per year)	<u>\$15,625.00</u>

CITY OF MONROE POLICE STATION REROOFING PROJECT

November 2024

PART 1 GENERAL

1.01 DESCRIPTION

A. The CITY OF MONROE POLICE STATION REROOFING PROJECT is located at 602 S, Main St in Monroe, OH. 45050. Gary Morton, Director of Public Works, is the Owner's Representative and may be contacted regarding any questions or for a pre-bid job site inspection, phone 513-.727-8953 or via email at mortong@monroehio.gov.

B. This will be a RoofConnect Project utilizing the Equalis Group Cooperative Contract. Contract #: **COG-2133B. Questions related to the Cooperative Contract will be directed to Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com.**

C. The project consists of installing Carlisle's Sure-Seal (White) FleeceBACK Adhered Roofing System in conjunction with Flexible FAST Adhesive as outlined below:

Apply the FleeceBACK Adhered Roofing System in conjunction with cover board and EPS Flute Fill over the existing metal roof. Project size is approximately 25,722 sf on the Police Station and 11,800 sf on the retail/mixed use of the building. The project will be phased in a manner to avoid any disruption to the operations of the Police Department and current tenants.

Contractor to adhere a layer of Expanded Polystyrene 1# density and the 1/2" SecurShield HD Cover Board over the existing metal deck at a rate 6" on center in the field and 6" on center at perimeters and corners. Fully adhere the FleeceBack membrane to the cover board at a rate of 4" on center.

D. Contractor is responsible for the removal, re-installation, and re-certification of the lightning protection for the entire building. Lightning Protection Contractor is to be an certified Lightning Protection installer.

E. Provide and install new sheet metal items, including wind-rated copings, bib flashing, edge/gravel stop metal, vent flashings, termination bars and counter- flashings all fabricated and tested by ANSI/SPRI. Contractor to provide current documentation of testing with their bid. The existing coping is to be removed and replaced with new 24 gauge coping. An allowance of \$50,000 will be included with the bid for wood nailer/blocking replacement where needed on this project. Installation of new fire treated wood blocking is to be secured per FM 1-49.

F. Installation of new gutters and downspouts with a color selected by the owner. Downspout locations to remain and tie-in to the existing storm line locations. Downspouts and gutters will be engineered and sized to properly manage drainage runoff requirements.

G. Installation of new membrane flashings and roof accessories/specialties. Include new metal flashing and new expansion joints on masonry wall conditions. Details will be required for the high parapets at the Police Station entrance and the ACM panels.

H. Contractor is to furnish and install a crossover between the 2 roof levels. Crossover to be a hot dip galvanized unit made to size. See the attached drawing prepared by Safety Rail Company, LLC, phone number 513-375-7852.

I. Installation of new tapered insulation behind all curbs/units as necessary.

J. Installation of walk pads around mechanical equipment, including walk paths between equipment and from roof access point.

- K. Access to the Police Station including rear building access will be maintained throughout the project.
- L. The Contractor shall be required to apply for all permits and inspections, however, the City will waive all fees for permits and inspections. National Inspection Corp. handles all permit review, issuance and inspections.

1.02 EXTENT OF WORK

- A. Provide all labor, material, tools, equipment, and supervision necessary to complete the installation of a Sure-Seal FleeceBACK Adhered Roofing System including flashings and insulation as specified herein and as indicated on the drawings provided by RoofConnect in accordance with the manufacturer's most current specifications and details.
- B. The roofing contractor shall be fully knowledgeable of all requirements of the contract documents prepared by RoofConnect and shall make themselves aware of all job site conditions that will affect their work.
- C. The roofing contractor shall confirm all given information and advise the building owner, prior to bid, of any conflicts that will affect their cost proposal.
- D. Any contractor who intends to submit a bid using a roofing system other than the approved manufacturer must submit for pre-qualification in writing fourteen (14) days prior to the bid date. Any contractor who fails to submit all information as requested will be subject to rejection. Bids will be received by RoofConnect.

1.03 SUBMITTALS

- A. Prior to starting work, the roofing contractor must submit the following:
 - 1. Shop drawings showing layout, details of construction and identification of materials.
 - 2. A sample of the manufacturer's Membrane System Warranty.
 - 3. Submit a letter of certification from the manufacturer which certifies the roofing contractor is authorized to install the manufacturer's roofing system and lists foremen who have received training from the manufacturer along with the dates training was received.
 - 4. Certification of the manufacturer's warranty reserve.
- B. Upon completion of the installed work, submit copies of the manufacturer's final inspection to the specifier prior to the issuance of the manufacturer's warranty.

1.04 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver materials to the job site in the manufacturer's original, unopened containers or wrappings with the manufacturer's name, brand name and installation instructions intact and legible. Deliver in sufficient quantity to permit work to continue without interruption.
- B. Comply with the manufacturer's written instructions for proper material storage.
 - 1. Store FleeceBACK membrane in a dry area. Moisture absorbed by the fleece backing must be removed using a wet-vac system prior to membrane adhesive.
 - 2. Store other materials between 60°F and 80°F in dry areas protected from water and direct sunlight. If exposed to lower temperature, restore to 60°F minimum temperature before using.
 - 3. Store materials containing solvents in dry, well ventilated spaces with proper fire and safety precautions. Keep lids on tight. Use before expiration of their shelf life.
 - 4. Insulation/underlayment must be stored so that it is kept dry and is protected from the elements. Store bundles flat and upright with the bottom of the bundles elevated (2" or more) above the finished surface.

5. Slit the insulation bundle packaging vertically down the center of the two short sides to prevent moisture accumulation within the package. Completely cover the bundle with a waterproof tarp and secure to prevent wind damage and / or displacement. **Materials stored on site must be stored outside the fenced in area of the Police Department. Material shall not impede any of the Police Department gates 24/7.**
- C. Any materials which are found to be damaged shall be removed and replaced at the applicator's expense.

1.05 WORK SEQUENCE

- A. Schedule and execute work to prevent leaks and excessive traffic on completed roof sections. Care should be exercised to provide protection for the interior of the building and to ensure water does not flow beneath or wick into any completed sections of the membrane system.
- B. Do not disrupt activities or access in occupied spaces. Police Station is a 24/7 operation.

1.06 USE OF THE PREMISES

- A. Before beginning work, the roofing contractor must secure approval from the building owner's representative for the following:
 1. Areas permitted for personnel parking.
 2. Access to the site.
 3. Areas permitted for storage of materials and debris.
 4. Areas permitted for the location of cranes, hoists and chutes for loading and unloading materials to and from the roof.
- B. Parking or access within the Police Department limits are not permitted.

1.07 EXISTING CONDITIONS

If discrepancies are discovered between the existing conditions and those noted on the drawings, im prepared by RoofConnect, immediately notify the owner's representative in writing, via e-amil, or by phone and solicit the manufacturer's approval prior to commencing with the work. Necessary steps shall be taken to make the building watertight until the discrepancies are resolved.

1.08 PRECONSTRUCTION CONFERENCE

- A. A pre-bid meeting will be coordinated by Roofconnect and held at the job site on **Date** at **Time**. Contact Mr. Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com with any questions regarding the pre-bid meeting or bids. Contact the owner's representative, Mr. Gary Morton, Director of Public Works in writing or via e-mail (mortong@monroeohio.gov), to schedule a site visit.
- B. Prior to bid submittal, the roofing contractor should schedule a job site inspection to observe actual conditions and verify all dimensions on the roof. The job site inspection may occur on the day of the pre-bid meeting or prior to such a meeting. Should access to the roof be necessary before or after the pre-bid meeting, the contractor must contact the owner's representative Mr. Gary Morton, Director of Public Works in writing or via e-mail (mortong@monroeohio.gov), to coordinate an appropriate time.
- C. Bids must be delivered to the following individual no later than **Time** on **Date**:

Kris Costas, phone 717-571-9088, e-mail: kris.coastas@roofconnect.com.

- C. Any conditions which are not shown on the shop drawings should be indicated on a copy of the shop drawing and included with bid submittal if necessary to clarify any conditions not shown.

1.09 TEMPORARY FACILITIES AND CONTROLS

A. Temporary Utilities:

1. Water, power for construction purposes and lighting are/are not available at the site and will/will not be made available to the roofing contractor.
2. Provide all hoses, valves and connections for water from a source designated by the owner when made available.
3. When available, electrical power should be extended as required from the source. Provide all trailers, connections and fused disconnects including any required temporary electrical permits from the City of Monroe, Ohio.

B. Temporary, Sanitary Facilities

Sanitary facilities will not be available at the job site. The roofing contractor shall be responsible for the provision and maintenance of portable toilets or their equal. **Sanitary facilities shall be cleaned weekly.**

C. Building Site:

1. The roofing contractor shall use reasonable care and responsibility to protect the building and site against damages. The contractor shall be responsible for the correction of any damage incurred as a result of the performance of the contract.
2. The roofing contractor shall remove all debris from the job site in a timely and legally acceptable manner so as to not detract from the aesthetics or the functions of the building.

D. Security:

Obey the owner's requirements for personnel identification, inspection and other security measures.

1.10 JOB SITE PROTECTION

- A. The roofing contractor shall adequately protect building, paved areas, service drives, lawn, shrubs, trees, etc. from damage while performing the required work. Provide canvas, boards and sheet metal (properly secured) as necessary for protection and remove protection material at completion. The contractor shall repair or be responsible for costs to repair all property damaged during the roofing application.
- B. **During the roofing contractor's performance of the work, the building owner, Police Department and tenant (s) will continue to occupy the existing building.** The contractor shall take precautions to prevent the spread of dust and debris, particularly where such material may sift into the building. The roofing contractor shall provide labor and materials to construct, maintain and remove necessary, temporary enclosures to prevent dust or debris in the construction area(s) from entering the remainder of the building.
- C. Do not overload any portion of the building, by either use of or placement of equipment, storage of debris, or storage of materials.
- D. Protect against fire and flame spread. Maintain proper and adequate fire extinguishers.
- E. Take precautions to prevent gutters and downspouts from clogging during the roofing application. Remove debris at the completion of each day's work and clean gutters and downspouts, if required. At completion, test gutters and downspouts to ensure the system is free running and drains are watertight.
- F. Store moisture susceptible materials above ground and protect with waterproof coverings.

- G. Remove all traces of piled bulk material and return the job site to its original condition upon completion of the work.

1.11 SAFETY

- A. The roofing contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state and federal requirements that are safety related. **Safety shall be the responsibility of the roofing contractor.** All related personnel shall be instructed daily to be mindful of the full time requirement to maintain a safe environment for the facility's occupants including staff, visitors, customers and the occurrence of the general public on or near the site.

1.12 WORKMANSHIP

- A. Applicators installing new roof, flashing and related work shall be factory trained and approved by the manufacturer they are representing.
- B. All work shall be of highest quality and in strict accordance with the manufacturer's published specifications and to the building owner's satisfaction.
- C. There shall be a supervisor on the job site at all times while work is in progress.

1.13 QUALITY ASSURANCE

- A. The Sure-Seal Membrane Roofing System must achieve a UL Class "A" rating.
- B. The specified roofing assembly must have been successfully tested by a qualified testing agency to resist The design uplift pressures calculated according to American Society of Civil Engineers (ASCE 7).
- C. The membrane must be manufactured by the material supplier. Manufacturer's supplying membrane made by others are not acceptable.
- D. Unless otherwise noted in this specification, the roofing contractor must strictly comply with the manufacturer's current specifications and details.
- E. The roofing system must be installed by an applicator authorized and trained by the manufacturer in compliance with shop drawings as approved by the manufacturer. The roofing applicator shall be thoroughly experienced and upon request be able to provide evidence of having at least five (5) years successful experience installing single-ply EPDM roofing systems and having installed at least one (1) roofing application or several similar systems of equal or greater size within one year.
- F. Provide adequate number of experienced workmen regularly engaged in this type of work who are skilled in the application techniques of the materials specified. Provide at least one thoroughly trained and an experienced superintendent on the job at all times roofing work is in progress.
- G. There shall be no deviations made from this specification or the approved shop drawings without the prior written approval of the specifier. Any deviation from the manufacturer's installation procedures must be supported by written certification on manufacturer's letterhead and presented for the specifier's consideration.
- H. Upon completion of the installation, the applicator shall arrange for an inspection to be made by a non-sales technical representative of the membrane manufacturer in order to determine whether or not corrective work will be required before the warranty will be issued. Notify the building owner seventy-two (72) hours prior to the manufacturer's final inspection.

1.14 JOB CONDITIONS, CAUTIONS AND WARNINGS

Refer to Carlisle's FleeceBACK Adhered Roofing System specification for General Job Site Considerations.

- A. Safety Data Sheets (SDS) must be on location at all times during the transportation, storage and application of materials.
- B. **Do not apply Flexible FAST Adhesive** when surface and/or ambient temperatures are **below 25°F. Adhesive temperature must be at 70 degrees or above to apply.**
- C. The contractor must exercise caution during when spraying adhesive to avoid overspray.

Use a non-atomizing spray tip such as the Graco Spatter Tip and reduce spray pressure to 500 – 800 psi to increase adhesive droplet size and reduce airborne mist. Maintain hand held wind screens on-site for use as necessary. Extruding Flexible FAST Adhesive is also recommended for the elimination of overspray concerns.
- D. When positioning membrane sheets, exercise care to locate all field splices away from low spots and out of drain sumps. All field splices should be shingled to prevent bucking of water.
- E. When loading materials onto the roof, the Carlisle Authorized Roofing Applicator must comply with the requirements of the building owner to prevent overloading and possible disturbance to the building structure.
- F. Proceed with roofing work only when weather conditions are in compliance with the manufacturer's recommended limitations, and when conditions will permit the work to proceed in accordance with the manufacturer's requirements and recommendations.
- G. Proceed with work so new roofing materials are not subject to construction traffic. When necessary, new roof sections shall be protected and inspected upon completion for possible damage.
- H. Provide protection, such as 3/4 inch thick plywood, for all roof areas exposed to traffic during construction. Plywood must be smooth and free of fasteners and splinters.
- I. The surface on which the insulation or roofing membrane is to be applied shall be clean, smooth, dry, and free of projections or contaminants that would prevent proper application of or be incompatible with the new installation, such as fins, sharp edges, foreign materials, oil and grease.
- J. New roofing shall be complete and weather tight at the end of the work day. Care must be taken to avoid wicking water through the fleece by properly sealing exposed edges of the membrane
- J. Contaminants such as grease, fats and oils shall not be allowed to come in direct contact with the roofing membrane.

1.15 WARRANTY

- A. Provide manufacturer's **20 year Total System Warranty** covering both labor and material with no dollar limitation. The maximum wind speed coverage shall be peak gusts of **90 mph** measured at 10 meters above ground level. Certification is required with bid submittal indicating the manufacturer has reviewed and agreed to such wind coverage.
- B. Warranty shall also cover leaks caused by accidental punctures:
 - 1. **16 man-hours per year for 115-mil FleeceBACK**
- C. Warranty shall also cover leaks caused by hail:
 - 1. **Hail up to 2" diameter hail when 115-mil FleeceBACK is installed**

- D. Pro-rated System Warranties shall not be accepted.
- E. Evidence of the manufacturer's warranty reserve shall be included as part of the project submittals for the specifier's approval.

PART 2 PRODUCTS

2.01 GENERAL

- A. All components of the specified roofing system shall be products of Carlisle SynTec or accepted by Carlisle SynTec as compatible.
- B. Unless otherwise approved by the specifier and accepted by the membrane manufacturer, all products (including adhesives, insulation, fasteners, fastening plates and edgings) must be **manufactured and supplied** by the roofing system manufacturer and covered by the warranty.

2.02 MEMBRANE

- A. Furnish Sure-Seal (White) FleeceBACK 115-mil membrane. The membrane shall conform to the minimum physical properties of ASTM D4637-96, Type III (Fabric-backed membrane). Membrane sheets are 10' wide and 50' or 100' long and incorporate factory-applied splice tape (FAT) along the length of the membrane. Smaller 5' x 40' rolls are also available in the 115-mil thicknesses.
- B. Dynamic Puncture Resistance (ASTM D5635-04a) of 20 joules for 115-mil membrane.
- C. Static Puncture Resistance (ASTM D120) of 19 lbf for 115-mil membrane.

2.03 INSULATION/UNDERLAYMENT

- A. When applicable, insulation shall be installed in multiple layers and secured with Carlisle Flexible FAST Adhesive to the substrate in accordance with manufacturer's published specifications.
- B. Insulation shall be supplied by Carlisle SynTec.
 - 1. **Carlisle SecurShield HD Cover Board**— a rigid insulation panel composed of a high-density, closed-cell polyisocyanurate foam core laminated to moisture resistant coated-glass fiber-mat facer for use as a cover board or recover board meeting ASTM 1289-06, Type II, Class 2 (109 psi max). Available 1/2" thick 4' x 8' panel weight 11 lbs with an R-value of 2.5.
 - 2. **InsulFoam I (EPS: Expanded Polystyrene)** – A closed-cell lightweight tapered expanded polystyrene (EPS) that meets ASTM C578, Type I. Nominal density of 1.0 lbs/cubic ft (pcf) available in 4' x 4' or 4' x 8' sizes with thickness from 1/4" to 40". Custom lengths and widths boards are available. Specified beneath Carlisle SecurShield HD Board.

2.04 FASTENING COMPONENTS

To be used for mechanical attachment of termination bar.

- 1. **HP Term Bar Nail-Ins:** A 1-1/4" long expansion anchor with a zinc plated steel drive pin used for fastening the Carlisle Termination Bar or Seam Fastening Plates to concrete, brick, or block walls.

2.05 ADHESIVES, CLEANERS AND SEALANTS

All products shall be furnished by Carlisle and specifically formulated for the intended purpose.

1. **Flexible FAST Adhesive:** An elongating impact resistant two component insulating urethane adhesive used to attach insulation and FleeceBACK membrane. Packaging formats include 50 and 15 gallon drums as well as Dual Tank Adhesive and 5 gallon Bag in a Box formats.
 1. Adhesive to provide 150% elongation in conjunction with fleece backed membrane – ASTM D412
 2. MDI content of Part A material less than 25%
2. **Carlisle Weathered Membrane Cleaner:** A clear, solvent-based cleaner used to loosen and remove dirt and other contaminants from the surface of exposed EPDM membrane (for repairs, etc.) prior to applying EPDM Primer. Weathered Membrane Cleaner can also be used when applying Splicing Cement. Available in 1 and 5-gallon pails.
3. **Sure-Seal SecurTAPETM:** A 6" wide (used for 20-year Warranty Systems) by 100' long splice tape used for splicing adjoining sections of EPDM membrane. Complies with the South Coast Air Quality Management District Rule 1168.
4. **Sure-Seal HP-250 Primer:** A solvent-based primer used to prepare the surface of EPDM membrane for application of Splice Tape or Pressure-Sensitive products. This Primer can also be used in conjunction with EP-95 Splicing Cement in lieu of Splice Cleaner. Available in 1 gallon pails.
5. **Lap Sealant:** A heavy-bodied material used to seal the exposed edges of a membrane splice. A pre-formed Lap Sealant tool is included in each carton of Lap Sealant. Available in tubes.
 - a. Sure-Seal Lap Sealant: White sealant for use with Sure-Seal (White) Roofing Systems.
6. **Water Cut-Off Mastic:** A one-component, low viscosity, self wetting, Butyl blend mastic used as a sealing agent between the EPDM membrane or Elastoform Flashing and applicable substrates. Available in tubes.
7. **Pourable Sealer:** A black, two-component, solvent-free, polyurethane based product used for tie-ins and as a sealant around hard-to-flash membrane penetrating objects such as clusters of pipes and for a daily seal when the completion of flashings and terminations cannot be completed by the end of each work day.
8. **One-Part Pourable Sealer:** Available in black or white, a one-component, moisture curing, elastomeric polyether sealant used for attaching lightning rod bases and ground cable clips to the membrane surface and as a sealant around hard-to-flash penetrations such as clusters of pipes.
9. **Universal Single-Ply Sealant** A one-part polyether, non-sagging sealant designed for sealing expansion joints, control joints and counterflashings. Available in white only.
10. **Carlisle CAV-GRIP III Low-VOC Aerosol Contact Adhesive/Primer:** a low-VOC, methylene chloride-free adhesive that can be used for a variety of applications including: for adhering Sure-Seal FleeceBACK membrane to vertical walls. Coverage rate is approximately 2,000-2,500 sq. ft. per #40 cylinder and 4,000-5,000 sq. ft. per #85 cylinder as a primer, in a single-sided application and 750 sq. ft. per #40 cylinder and 1,500 sq. ft. per #85 cylinder as an adhesive for vertical walls, in a double-sided application.

2.06 METAL EDGING AND MEMBRANE TERMINATIONS

- A. **General:** All metal edging shall be tested and meet ANSI/SPRI ES-1 standards and comply with International Building Code.
 - 1. **SecurEdge 400:** a coping or fascia, snap-on edge system consisting of a 22 gauge galvanized metal water dam and 24 gauge steel, Kynar 500 finish. Metal fascia color shall be as designated by the Owner's Representative. ANSI/SPRI ES-1 Certified.
 - 2. **SecurEdge 4000:** a metal fascia system with a 20 gauge steel retainer bar and 24 gauge steel, Kynar 500 finish fascia. Metal fascia color shall be as designated by the Owner's Representative. ANSI/SPRI ES-1 Certified.
- B. **Drip Edge:** A metal fascia/edge system with a 22 or 24 gauge continuous anchor cleat and 24 gauge steel fascia. Metal fascia color shall be as designated by the Owner's Representative.
- C. **SecurEdge Coping:** Incorporates a 20 gauge anchor cleat with 4 pre-slotted holes, a concealed joint cover and 10 foot continuous sections of coping cap; can accommodate minimum 5 " wide parapet walls. Metal coping cap color shall be as designated by the Owner's Representative.
- D. **Termination Bar:** A 1" wide and .098" thick extruded aluminum bar pre-punched 6" on center; incorporates a sealant ledge to support Lap Sealant and provide increased stability for membrane terminations.
- E. **SecurEdge Term Bar Fascia:** A 1.75" wide formed aluminum termination bar with pre-slotted fastening holes for ease of locating and installing. The decorative cover is available in 24-gauge galvanized steel. SecurEdge Term Bar Fascia is manufactured in 12' lengths for fewer joints/seams, fewer sections to handle and faster installation.

2.07 WALKWAYS

- A. Protective surfacing for roof traffic shall be Sure-Seal P.S. Walkway Pads (30" x 30" molded black rubber with factory applied tape) adhered to the FleeceBACK membrane after priming with HP-250 or Low VOC EPDM Primer.

PART 3 EXECUTION

3.01 GENERAL

- A. Comply with the manufacturer's published instructions for the installation of the membrane roofing system including proper substrate preparation, job site considerations and weather restrictions.
- B. Position sheets to accommodate contours of the roof deck and shingle splices to avoid bucking water.

3.02 INSULATION PLACEMENT

- A. Install insulation or membrane underlayment over the substrate with boards butted together. Fill joints or gaps greater than 1/4 inch with Flexible FAST Adhesive. Stagger joints both horizontally and vertically if multiple layers are provided.
- A. Secure insulation to the substrate with Flexible FAST Adhesive in accordance with the manufacturer's specifications.

3.03 MEMBRANE PLACEMENT AND BONDING

- A. Position and unroll successive sheets and align to provide for a minimum 3 inch wide splice. At end laps (along the width of the sheet), membrane shall be butted together and overlaid with 6" wide Sure-Seal Pressure Sensitive Cured Cover Strip or Pressure Sensitive Overlayment Strip.
- B. FleeceBACK Membrane shall be fully adhered to an acceptable substrate with Carlisle Flexible FAST Adhesive. The adhesive is spray applied or extruded to the substrate only and the membrane is rolled into the wet adhesive once it has foamed up and reached string/gel time (approximately 2 minutes). **Roll the membrane with a 30" wide, 150 lb weighted segmented steel roller to set the membrane into the adhesive.**

Note: Exercise care to prevent overspray onto the membrane. If Flexible FAST Adhesive should contaminate the splice area, immediately (while the adhesive is still in liquid form) clean with Weathered Membrane Cleaner or allow Flexible FAST Adhesive to cure and remove with a paint-type scraper.

- C. Install adjoining membrane sheets in the same manner, overlapping edges approximately 4 inches. Do not apply bonding adhesive to the splice area.

3.04 MEMBRANE SPlicing

A. General

The FleeceBACK membrane has selvage edges (the fleece-backing is discontinued) and factory-applied splice tape along the length of the sheet for membrane splicing. Selvage edges are not provided along the width of the membrane; adjoining membrane sheets are butted together and overlaid with 6" wide Pressure-Sensitive Cured Cover Strip or Pressure-Sensitive Overlayment Strip. As an option, sheets can be rotated 90 degrees to form a cap sheet to eliminate flashing overlay.

B. Membrane Splicing with Factory-Applied Splice Tape

1. Position membrane sheet to allow for required splice overlap. Mark the bottom sheets with an indelible marker approximately 1/4" to 1/2" from the top sheet edge. The pre-marked line on the membrane edge can also be used as a guide for positioning splice tape.
2. When the membrane is contaminated with dirt, fold the top sheet back and clean the dry splice area (minimum 3" wide) of both membrane sheets by scrubbing with clean natural fiber rags saturated with Sure-Seal Weathered Membrane Cleaner. When using Sure-Seal (black) PRE-KLEENED membrane, cleaning the splice area is not required unless contaminated with field dirt or other residue.
3. Apply EPDM Primer to splice area and permit to flash off.
4. When adhering Factory Applied Tape (FAT), pull the poly backing from FAT beneath the top sheet and allow the top sheet to fall freely onto the exposed primed surface. Press top sheet on to the bottom sheet using firm even hand pressure across the splice towards the splice edge
5. For end laps, apply 6" SecurTAPE to the primed membrane surface in accordance with the manufacturer's specifications. Remove the poly backing and roll the top sheet onto the mating surface.
6. Tape splices must be a minimum of 5-1/2" wide using 6" wide SecurTAPE extending 1/8" minimum to 1/2" maximum beyond the splice edge. Field splices at roof drains must be located outside the drain sump.
7. Immediately roll the splice using positive pressure when using a 2" wide steel roller. Roll across the splice edge, not parallel to it. When FAT is used, Carlisle's Stand-Up Seam Roller can be used to roll parallel to the splice edge.
8. **At all field splice intersections**, apply Lap Sealant along the edge of the membrane splice to cover the exposed SecurTAPE 2" in each direction from the splice intersection. Install Carlisle's Pressure-

Sensitive "T" Joint Covers or a 6" wide section (with rounded corners) of Sure-Seal Pressure-Sensitive Flashing over the field splice intersection.

3.05 FLASHING

- A. Wall and curb flashing shall be cured membrane. Continue the deck membrane as wall flashing where practicable.
- B. Follow manufacturer's typical flashing procedures for all wall, curb, and penetration flashing including metal edging/coping and roof drain applications.

3.06 WALKWAYS

- A. Install walkways at all traffic concentration points (such as roof hatches, access doors, rooftop ladders, etc.) and all locations as identified on the drawing prepared by RoofConnect.
- B. Adhere walkways to the membrane in accordance with the manufacturer's specifications.

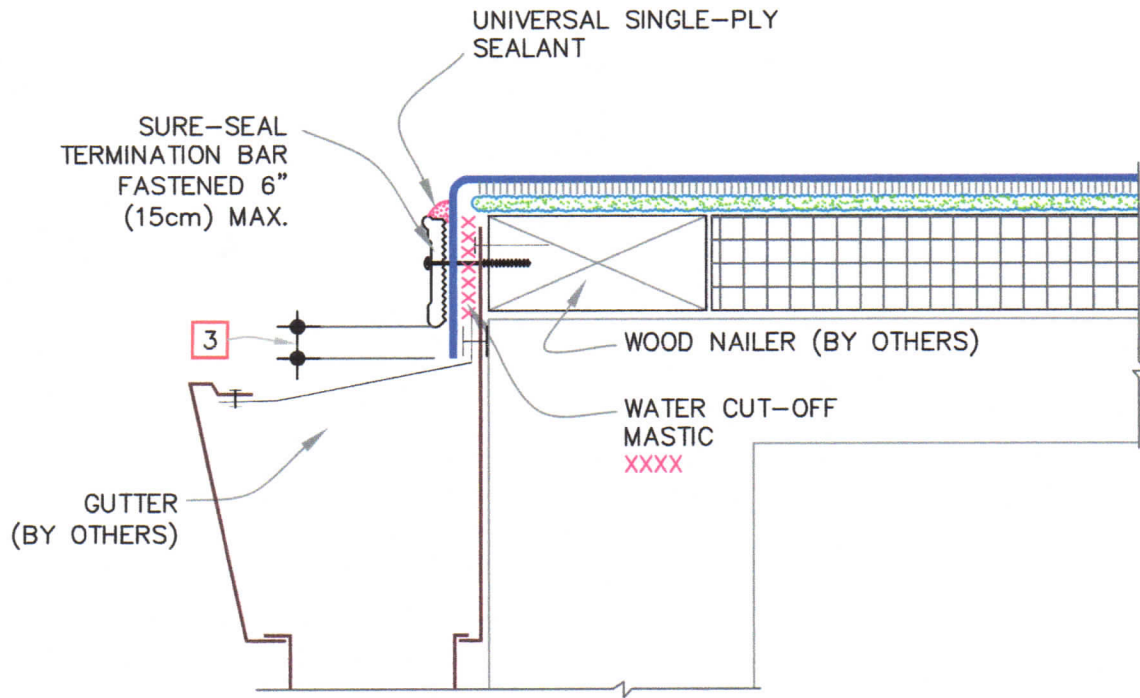
3.07 DAILY SEAL

- A. On phased roofing, when the completion of flashings and terminations is not achieved by the end of the work day, a daily seal must be performed to temporarily close the membrane to prevent water infiltration.
- B. Use Flexible FAST Adhesive or other similar material in accordance with the manufacturer's requirements.

3.08 CLEAN UP

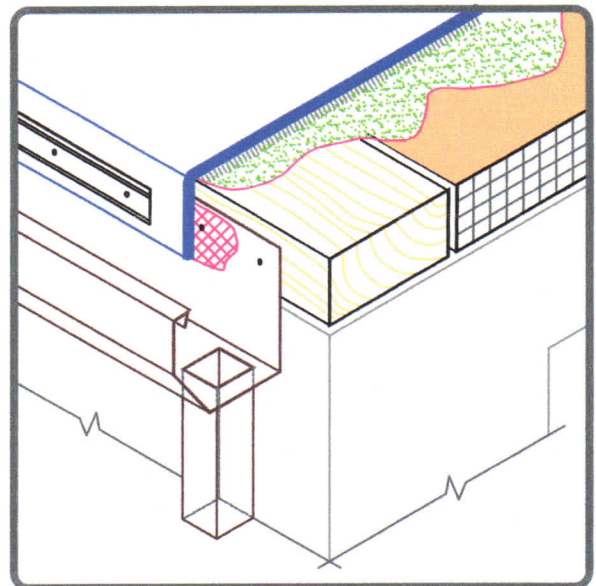
- A. Perform daily clean up to collect all wrappings, empty containers, paper, and other debris from the project site. Upon completion, all debris must be disposed of in a legally acceptable manner.
- B. Prior to the manufacturer's inspection for warranty, the applicator must perform a pre-inspection to review all work and to verify all flashing has been completed as well as the application of all caulking.

END OF SPECIFICATION



NOTES:

1. POSITION MEMBRANE WITH SELVAGE EDGE AT TERMINATION BAR LOCATION TO AVOID REMOVAL OF FLEECE BACKING.
2. FASTENING OF METAL TERMINATION BAR MUST PROVIDE CONSTANT COMPRESSION ON WATER CUT-OFF MASTIC.
3. ALLOW MEMBRANE SHEET TO EXTEND 1/2" (1.5cm) MINIMUM BELOW THE METAL TERMINATION BAR.



	— FleeceBACK MEMBRANE
	— APPROVED ADHESIVE
	— APPROVED SUBSTRATE
	— SEE NOTE(S)

METAL BAR EDGE TERMINATION

MAXIMUM WARRANTY: 30 YEARS



DETAIL NO.

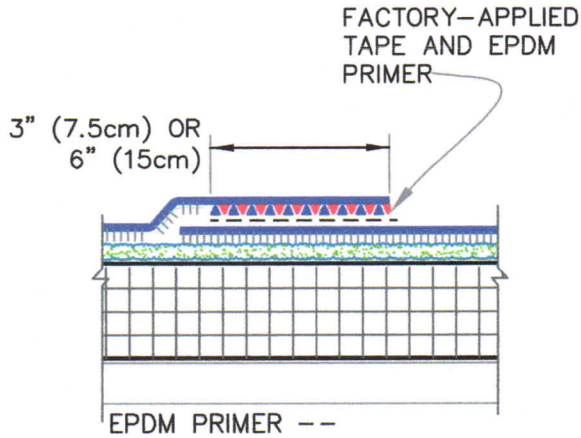
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FLEECEBACK ADHERED

CAUTION

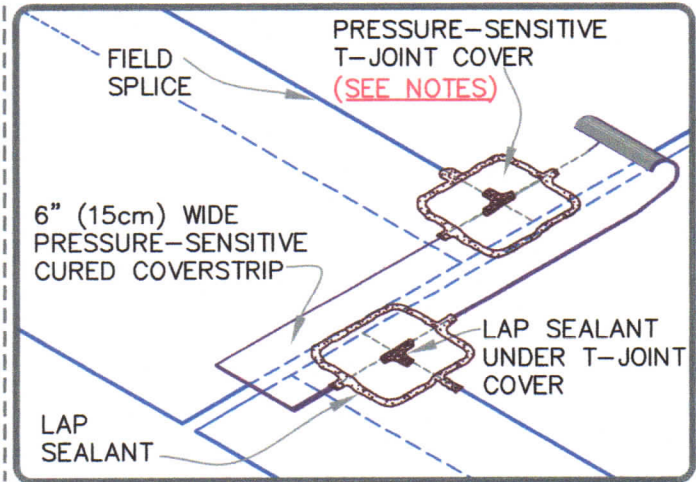
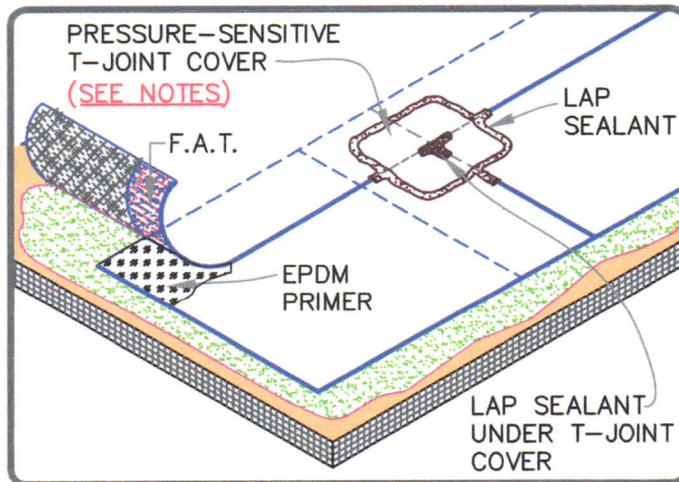
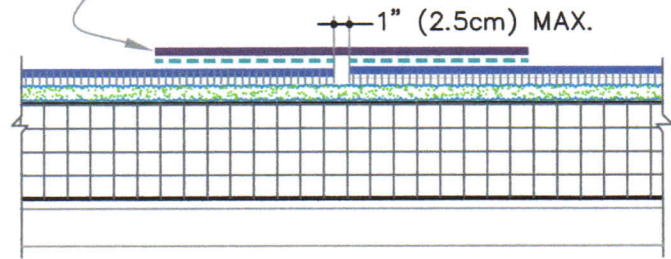
EPDM MEMBRANE SPLICES SHALL INCORPORATE 6" (15cm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 & 30-YEAR WARRANTIES.

MEMBRANE SPLICE



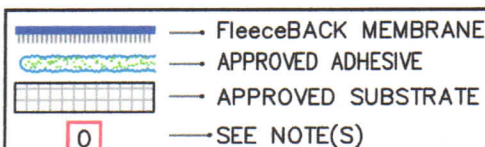
END LAP SPLICE

MINIMUM 6" (15cm) WIDE PRESSURE-SENSITIVE CURED COVERSTRIP WITH EPDM PRIMER CENTERED OVER BUTTED END LAPS



NOTES:

1. APPLY EPDM PRIMER TO MEMBRANE SURFACES PRIOR TO INSTALLING PRESSURE-SENSITIVE FLASHING AND/OR FACTORY APPLIED SecurTAPE.
2. APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE (UNDER THE 6"x6" (15cm x15cm) T-JOINT COVER) COVERING THE EXPOSED SPLICE TAPE 1/2" (1.5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION.
3. 6" (15cm) WIDE PRESSURE-SENSITIVE ELASTOFORM FLASHING MAY ALSO BE CENTERED OVER THE FIELD SPLICE INTERSECTION.



EPDM MEMBRANE SPLICES –
PROJECTS WITH 10, 15 AND 20 YEAR
WARRANTIES

MAXIMUM WARRANTY: 20 YEARS



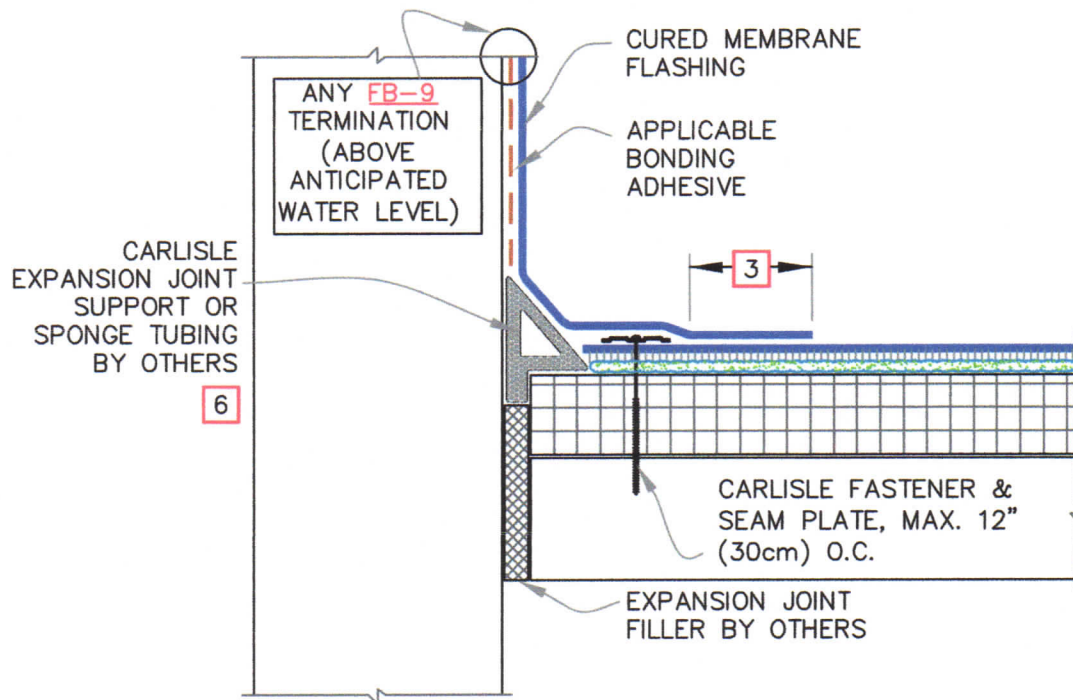
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FB-2A

FLEECEBACK ADHERED

CAUTION

EPDM MEMBRANE SPLICES SHALL INCORPORATE 6" (15cm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 & 30-YEAR WARRANTIES.

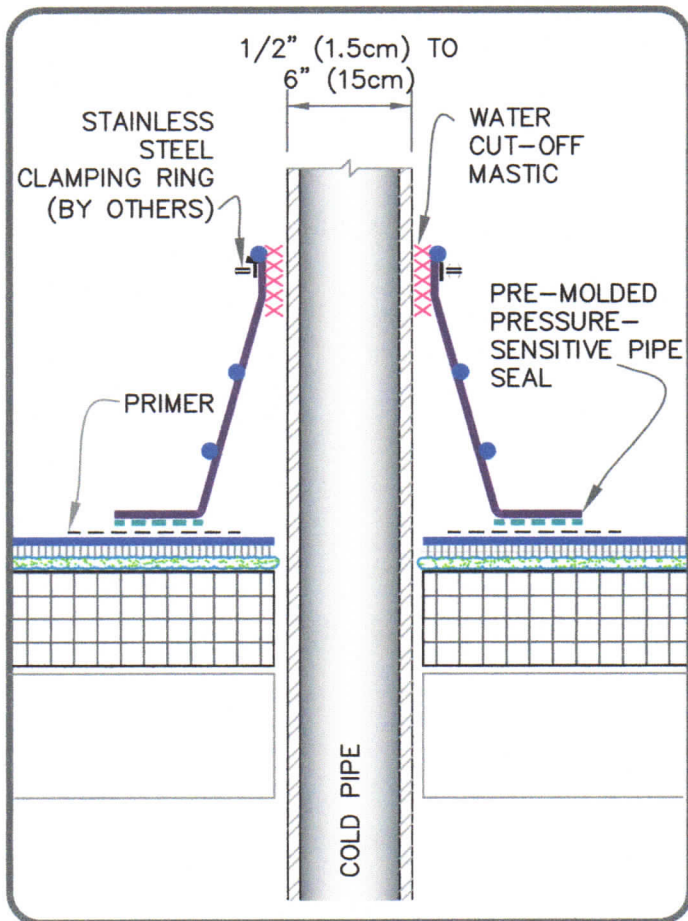


NOTES:

1. WHEN CARLISLE EXPANSION JOINT SUPPORT IS USED, WIDTH OF JOINT SHALL BE A MINIMUM OF 3/4" (2cm) AND SHALL NOT EXCEED 2" (5cm).
2. APPROXIMATELY 1/8" (0.5cm) DIAMETER BEAD OF CUT-EDGE SEALANT IS REQUIRED ON CUT EDGES OF REINFORCED TPO MEMBRANE.
3. SPLICES SHALL BE COMPLETED USING MINIMUM 3" (7.5cm) WIDE SecurTAPE/ PRIMER WITH EPDM MEMBRANE AND MINIMUM 1-1/2" (4cm) HOT AIR WELD WITH TPO/PVC.
4. WHEN USING 60 OR 80-MIL TPO AND 80-MIL PVC/KEE HP REINFORCED THERMOPLASTIC MEMBRANE FLASHING, APPLY A 4-1/2" (11cm) DIAMETER THERMOPLASTIC "T-JOINT" COVER AT ALL FIELD SPLICE INTERSECTIONS.
5. ALL EPDM SPLICE INTERSECTIONS MUST BE OVERLAID WITH A PRESSURE-SENSITIVE T-JOINT COVER. PRIOR TO DOING SO, APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE (UNDER THE 6"x6" (15cm X 15cm) T-JOINT COVER) COVERING THE EXPOSED SPLICE TAPE 2" (5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION. PROJECTS WITH 25 & 30-YEAR WARRANTIES OR WHEN USING 90-MIL EPDM FLASHING, INTERSECTIONS MUST BE OVERLAID WITH TWO LAYERS OF PRESSURE-SENSITIVE ELASTOFORM FLASHING. THE BOTTOM LAYER SHALL BE 6"X6" (15cm X 15cm) COVERED WITH A 12"X12" TOP LAYER (30cm X 30cm). BOTH LAYERS SHALL BE CENTERED OVER THE SPLICE INTERSECTION AND SEALED WITH CONTINUOUS LAP SEALANT, REFER TO FB-2 DETAILS.
6. ROOF MEMBRANE SHALL NOT BE ADHERED OVER THE EXPANSION JOINT SUPPORT OR SPONGE TUBING.

	DECK-TO-WALL EXPANSION JOINT MAXIMUM WARRANTY: 30 YEARS	DETAIL NO. FB-3B.1 FLEECEBACK ADHERED
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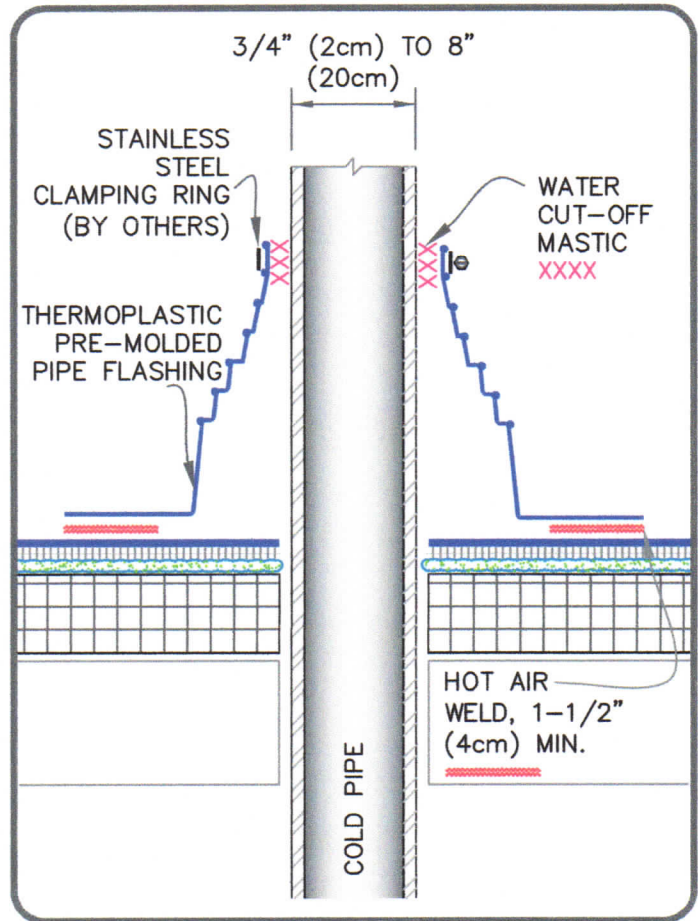
EPDM



NOTES:

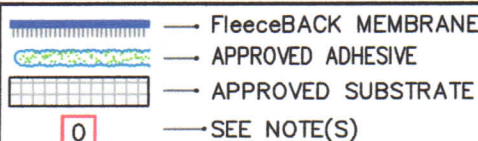
1. REMOVE ALL LEAD AND OTHER FLASHING BEFORE INSTALLING FIELD FABRICATED PIPE SEAL.
2. TEMPERATURE OF PIPE MUST NOT EXCEED 180°F (82°C).
3. APPLY EPDM PRIMER TO SPLICE AREA.
4. PRE-MOLDED PIPE FLASHING MUST HAVE INTACT RIB AT THE TOP EDGE REGARDLESS OF PIPE DIAMETER.
5. DECK FLANGES OF THE PRE-MOLDED PIPE SEAL SHALL NOT BE OVERLAPPED, CUT OR APPLIED OVER ANY ANGLE CHANGE.
6. WHEN A FIELD SPLICE INTERSECTS A PIPE SEAL, APPLY LAP SEALANT ALONG THE EDGE OF THE MEMBRANE SPLICE COVERING THE EXPOSED SPLICE TAPE 2" (5cm) IN EACH DIRECTION FROM THE SPLICE INTERSECTION & OVERLAY WITH A 6"X6" (15 X 15cm) T-JOINT COVER.

TPO/PVC/KEE HP



NOTES:

1. REMOVE ALL LEAD AND OTHER FLASHING BEFORE INSTALLING FIELD FABRICATED PIPE SEAL.
2. TEMPERATURE OF THE PIPE PENETRATION MUST NOT EXCEED 140°F (60°C) WHEN USING PVC OR KEE HP AND 160°F (71°C) WHEN USING TPO FLASHING.
3. PRE-MOLDED PIPE FLASHING MUST HAVE INTACT RIB AT THE TOP EDGE REGARDLESS OF PIPE DIAMETER.
4. DECK FLANGES OF THE PRE-MOLDED PIPE SEAL SHALL NOT BE OVERLAPPED, CUT OR APPLIED OVER ANY ANGLE CHANGE.



PRE-MOLDED PIPE SEALS

MAXIMUM WARRANTY: 30 YEARS

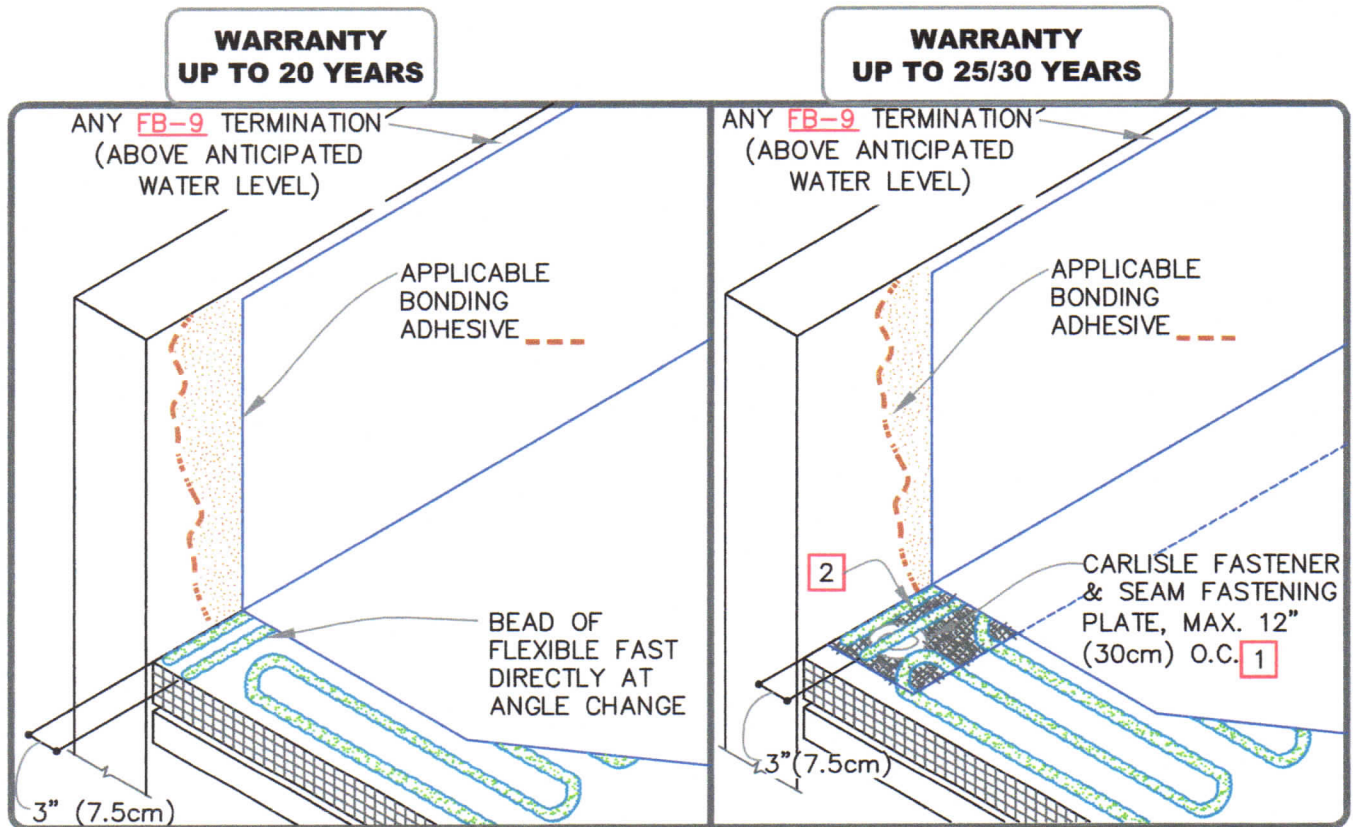


DETAIL NO.

FB-8A.1

FLEECEBACK ADHERED

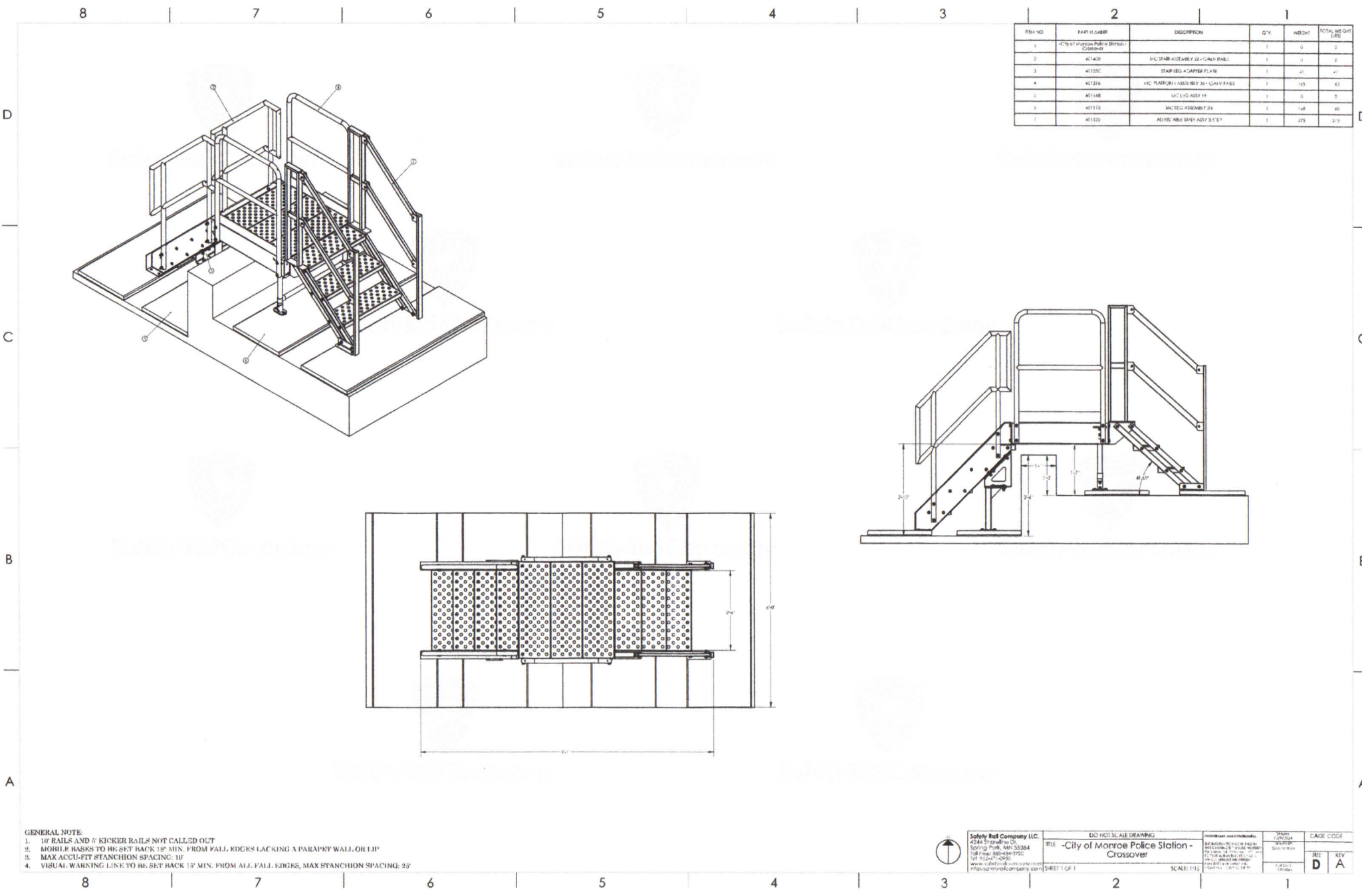
CAUTION

REFER TO [DETAIL FB-12C](#) WHEN USING AQUA BASE 120 ADHESIVE OR HYDROBOND.

NOTES:

1. MECHANICALLY FASTENED BASE SECUREMENT IS REQUIRED WHEN ANY ONE OF THE FOLLOWING MAY OCCUR:
 - 1.1. SPECIFIED WARRANTIES GREATER THAN 20-YEARS.
 - 1.2. WARRANTY WIND SPEEDS GREATER THAN 90MPH.
 - 1.3. PROJECTS WITH CONTROL OR EXPANSION JOINTS OR ANTICIPATED BUILDING MOVEMENT.
 - 1.4. WHEN FLEECEBACK MEMBRANE IS INSTALLED DIRECTLY OVER AN EXISTING SINGLE-PLY ROOF.
2. 9" (23cm) WIDE FleeceBACK MEMBRANE INSTALLED WITH FLEECE-BACKING SIDE FACING UP.
3. WHEN USING 60 OR 80-MIL REINFORCED THERMOPLASTIC MEMBRANE FLASHING, APPLY A 4-1/2" (11cm) DIAMETER THERMOPLASTIC "T-JOINT" COVER AT ALL FIELD SPLICE INTERSECTIONS.
4. ALL EPDM SPLICE INTERSECTIONS [REFER TO FB-2 DETAILS.](#)

	PARAPET/CURB WITH CONTINUOUS MEMBRANE – BEAD APPLIED MAXIMUM WARRANTY: SEE EACH DETAIL	DETAIL NO. FB-12B.1B FLEECEBACK ADHERED
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Quote 253550-01

Nov 21, 2024

CITY OF MONROE
PO BOX 330
MONROE, OHIO 45050



Dear Jason Holbrook,

Thank you for your interest in Ohio CAT and Caterpillar products for your business needs. Quote is subject to change based on date of order and manufactures price actions. If there are any questions, please do not hesitate to contact me.

One (1) New Caterpillar Model: 305 07 Mini Hydraulic Excavator with all standard equipment in addition to the additional specifications listed below:

STOCK NUMBER: C55870

SERIAL NUMBER: TBD

YEAR: 2025

One (1) New Caterpillar Model: 305 07 Mini Hydraulic Excavator with all standard equipment in addition to the additional specifications listed below:

STANDARD EQUIPMENT

POWERTRAIN -Cat C1.7T diesel engine --U.S. EPA tier 4 final --EU stage V --ISO 9249/EEC 80/1270 --Rated net power 34.1kW --2,400 rpm - ISO 9249/EEC 80/1269 --Electronic engine, turbo, DOC (diesel -oxidation catalyst) -Automatic engine idle -Automatic engine shut-off -Automatic swing brake -Automatic two speed travel -Fuel and water separator with indicator -Radial seal, double element air filter -with restrictions indicator -

HYDRAULICS -Smart tech electronic pump -Variable displacement piston pump -Load sensing & flow sharing hydraulics -Power on demand -Hydraulic temperature monitoring -Accumulator - certified

ELECTRICAL -12 volt electrical system -85 ampere alternator -650 CCA maintenance free battery -Battery disconnect -Circuit breaker -Ignition key stop switch -Signalling/warning horn -Work lights --Cab, boom left --Courtesy safety light

OPERATOR ENVIRONMENT -Sealed and pressurized unitized cab -Operator sound pressure 72 dB(A) ISO6396 -Integrated lower front window -Rear window emergency exit -Radio - bluetooth, USB, aux, mic -12V power socket -Ergonomic joystick control levers -Adjustable wrist rests -Pattern changer -Color LCD monitor --Fuel level, coolant temperature and -warning indicator --Maintenance and machine monitoring --Performance & machine adjustments --Numeric security code --Multiple languages --Hour meter --Jog dial control interface -Coat hook -Cup holder -Hydraulic lockout controls -Literature holder -Molded footrests -Removable washable floormat -Retractable flourescent "high -visibility" seat belt -Travel control pedals with hand levers -Utility space for mobile phone - skylight -mounting bosses for top & front guards

FLUIDS -Extended life coolant - 37C -Hydro advanced hydraulic oil

OTHER STANDARD EQUIPMENT -Cat key with passcode option -Locks on external enclosure doors -Lockable fuel cap -Beacon socket -Ecology drain - engine oil -Side by side engine & hydraulic -oil cooler -Stick steer mode -Cruise control mode -Power on demand -Rear reflectors -Roll-over protective structure (ROPS) -(ISO 12117-2) -Product Link PL243 (regulations apply) -Auxiliary hydraulic lines --1-way and 2-way (combined function) --Auxiliary line quick disconnects --Adjustable auxiliary flow --Continuous flow --Adjustable auxiliary relief -Thumb ready stick -

MACHINE SPECIFICATIONS		LIST PRICE
305 07A CR MHE DCA3B	638-2096	\$107,860.00
MIRROR, CAB, RIGHT	428-7870	\$0.00
BELT, SEAT, 3" RETRACTABLE	510-6085	\$0.00
WATER JACKET HEATER, 120V	519-8302	\$0.00
CAT KEY, WITH PASSCODE OPTION	522-6460	\$0.00
BOOM, SWING	527-7599	\$0.00
LINES, BOOM	527-7611	\$0.00
TRACK, 16", RUBBER BELT	527-7627	\$0.00
FILM, INC. CANADA	552-5984	\$0.00
SOFTWARE, PROPORTIONAL CONTROL	557-1709	\$0.00
SOFTWARE, STICK STEER CONTROL	557-1710	\$0.00
SOFTWARE, 2 WAY CONTROL	557-1711	\$0.00
SOFTWARE, CODED START	557-1713	\$0.00
305 07A CR MINI EXCAVATOR	576-7009	\$0.00
CAB, WITH HEAT AND A/C	576-7025	\$0.00
COUNTERWEIGHT, STANDARD	576-9149	\$0.00
ALARM, TRAVEL	579-8852	\$0.00
ELECTRICAL ARR, C1.7 HRC	579-8859	\$0.00
LIGHTS, LED	579-8868	\$0.00
LIGHTS, LED, REAR	579-8870	\$0.00
MONITOR NEXT GEN, CAMERA READY	579-8876	\$0.00
CAMERA, REAR VIEW	579-8892	\$0.00
LINES, STICK	584-3653	\$0.00
LINKAGE BUCKET W/LIFTING EYE	584-4306	\$0.00
CONTROL, QC, 3 LINE	584-4311	\$0.00
LINES, QC, LNG STK, 3 LINE	586-0416	\$0.00
INSTRUCTIONS, ANSI	595-7021	\$0.00
HYDRAULIC OIL	595-9905	\$0.00
STICK, LONG, WITH 1ST AUX	596-7594	\$0.00
BLADE, STD, BOCE	597-0753	\$0.00
ENGINE, EPA TIER 4 FINAL	611-2416	\$0.00
FUEL-BULK	343-5820	\$0.00
LANE 3 ORDER	0P-9003	\$0.00
INTEGRATED RADIO V2	639-4462	\$545.00
PRODUCT LINK, CELLULAR PL243	628-8009	\$0.00
SERIALIZED TECHNICAL MEDIA KIT	421-8926	\$0.00
DEALER PDI SERVICES - STANDARD	617-2838	\$310.00

SHIPPING/STORAGE PROTECTION	0P-2266	\$274.00
PACKING, LAST MILE PROGRAM	0P-4299	\$0.00
COUPLER, PG, HYDR.D.LOCK, 5-6T	485-5301	\$4,215.00
PINS, BUCKET, 45MM	282-2785	\$222.00
BUCKET-HD, 12", 2.1 FT3, 5T	464-9907	\$1,333.00
BUCKET-HD, 24", 4.6 FT3, 5T	464-9911	\$1,639.00
THUMB, HYDRAULIC, 5-6T	575-0496	\$3,368.00

WARRANTY

Standard Warranty:	24 months/2000 Hour Premier Warranty.
Extended Coverage:	60 MONTHS/2500 HOUR PREMIER WARRANTY.
CSA	1 Year/500 Hour - Parts Kit – (Excludes Fluids and Labor)

Machine Discounts

Total List Price	\$119,766.00
Sourcewell Discount	(\$22,640.80)
Ohio CAT Discount	(\$10,188.36)
Work Tools Discount	(\$1,902.98)
Total Discount	(\$34,732.14)
Customer Price	(\$86,177.80)

MUNICIPAL LEASE PURCHASE*\$1.00 Balloon Lease***Deal Information**

Customer Name	CITY OF MONROE
Make	Caterpillar
New, RC, or Used	New
Year	2025
Model	305
Sell Price	86,178.00
Tax	0.00
Less Trade / DP	0.00
Doc Fee	500.00
	0.00
Net To Finance	86,678.00

MONTHLY PAYMENTS - IN ARREARS

TERM	RATE	PAYMENT	BALLOON
12	5.49%	\$ 7,440	\$ 1
24	5.49%	\$ 3,822	\$ 1
36	5.49%	\$ 2,617	\$ 1
48	5.49%	\$ 2,016	\$ 1
60	5.49%	\$ 1,656	\$ 1
72	5.49%	\$ 1,416	\$ 1
84	5.49%	\$ 1,246	\$ 1

ANNUAL PAYMENTS - IN ADVANCE

TERM	RATE	PAYMENT	BALLOON
2	5.49%	\$ 44,497	\$ 1
3	5.49%	\$ 30,450	\$ 1
4	5.49%	\$ 23,437	\$ 1
5	5.49%	\$ 19,237	\$ 1
6	5.49%	\$ 16,443	\$ 1
7	5.49%	\$ 14,454	\$ 1

ANNUAL PAYMENTS - IN ARREARS

TERM	RATE	PAYMENT	BALLOON
2	5.49%	\$ 46,940	\$ 1
3	5.49%	\$ 32,122	\$ 1
4	5.49%	\$ 24,723	\$ 1
5	5.49%	\$ 20,293	\$ 1
6	5.49%	\$ 17,346	\$ 1
7	5.49%	\$ 15,247	\$ 1

Thank you for your interest in Ohio CAT and Caterpillar products for your business needs. Quote is subject to change based on date of order and manufactures price actions. If there are any questions, please do not hesitate to contact me.

Respectfully,

Brad Potts
Machine Sales Representative
Ohio CAT
bpotts@ohiocat.com
513-518-3551



Quote 253551-01

Nov 21, 2024

CITY OF MONROE
PO BOX 330
MONROE, OHIO 45050



Dear Jason Holbrook,

Thank you for your interest in Ohio CAT and Caterpillar products for your business needs. Quote is subject to change based on date of order and manufactures price actions. If there are any questions, please do not hesitate to contact me.

One (1) New Caterpillar Model: 930 14A Wheel Loader with all standard equipment in addition to the additional specifications listed below:

STOCK NUMBER: H20208

SERIAL NUMBER: 0F3S01181

YEAR: 2025

STANDARD EQUIPMENT

POWERTRAIN -Cat C7.1 ACERT engine --Auto Idle shut down feature --Auto Engine RPM --Power modes (Standard and Performance) --Power by range (High power in range 4) --Tier 4 final/Stage V compliant --Turbocharged and aftercooled --Filtered crankcase breather --Diesel particulate filter --Selective catalyst reduction -Dry type air cleaner -Coolant protection to -34C (-29F) - Fuel priming pump, automatic -Fuel Water separator -Differential lock in front axle -Axle seal guards -Enclosed wet disc full hydraulic brakes -Parking brake, electric -Lubed for life driveshafts -Hydrostatic transmission with electronic -control --Operator modes(TC, Hystat, Single Pedal -and Ice) --Directional shift aggressiveness (Fast, -Medium, Slow) --Auto Rimpull control, adjust wheel -torque --Creeper control, adjust ground speed -Single plane cooling package wide 6 fins -per inch density -Hydraulically driven demand cooling fan -S-O-S port,engine,coolant,transmission -oil -

HYDRAULICS -Automatic lift and bucket kickouts, -adjustable in-cab -Bucket and fork modes, adjustable in-cab -Cylinder damping at kickout and -mechanical end stops -Fine mode control (fast, medium, slow) -in Fork Mode -Hydraulic response setting (fast, -medium, slow) -Hydraulic diagnostic connectors and -S-O-S ports -Hydraulic sight gauge, visible -Load sensing hydraulics and steering -Seat mounted hydraulic joystick controls -Cat Payload 250 hours of Demo -

ELECTRICAL -Alternator, 115-amp, heavy duty -12V power supply in cab (2) -Batteries, 1,000 CCA (2) 24 volt system, -disconnect switch -Back up alarm -Emergency shutdown switch -LED rear stop and turn lights -Heavy duty gear reduction starter -Product Link -Remote jump start post -Resettable main and critical function -breakers -Roading lights front and rear -

OPERATOR ENVIRONMENT -75 mm (3 in) retractable seatbelt -Automatic temperature control -Cab, enclosed ROPS/FOPS pressurized -and sound suppressed -Push to Start -8 Inch Touch Screen -Jog Dial with Screen Control -Programmable Joystick - Cup holders -External mirrors with lower -parabolic -Ground level cab door release -Hydraulic control lockout -Interior cab lighting, door -Lunch box storage -Operator warning system indicators -Radio ready speakers -Rear window defrost, electric -Seat mounted electronic implement -controls, adjustable -Sliding glass on the side windows -Column mounted multi function control --lights, wipers, turn signal -Suspension seat, fabric -Tilt steering wheel -Tinted front glass -Wet arm wiper/washer, 2-speed and - intermittent, front -Wet arm wiper washer, rear -Mounting Provision -Gauges --Digital hour meter, odometer and -tachometer -- Digital ground speedometer and -direction indicator --Engine coolant temperature gauge --Fuel and diesel exhaust fluid level - indicator --Hydraulic oil temperature gauge -

OTHER STANDARD EQUIPMENT -Large-access enclosure doors with -adjustable close/open force -Parallel lift loader linkage - Recovery hitch with pin -Remote mounted lubrication points -Vandalism protection- -lockable compartments -1000 hour Service Intervals -(after initial 500) -

MACHINE SPECIFICATIONS		LIST PRICE
930 14A WHEEL LOADER	579-7701	\$273,710.00
CHASSIS AR-930	579-7705	\$0.00
ELECTRICAL AR	579-7708	\$0.00
HYDRAULIC AR	579-7710	\$0.00
POWER TRAIN AR	593-8991	\$0.00
INSTALLATION AR	593-8998	\$0.00
ELECTRONICS AR-M	595-9693	\$0.00
LANE 3 ORDER	0P-9003	\$0.00
PREP PACK, UNITED STATES	593-8900	\$0.00
STANDARD LIFT, COUPLER READY	593-8921	\$730.00
HYDRAULICS, 3V	593-8923	\$2,120.00
HYDRAULICS, STANDARD	536-5283	\$0.00
STEERING WHEEL	579-7717	\$0.00
JOYSTICK ,3V ,WHEEL STR	593-8916	\$316.00
DIFFERENTIAL, OPEN REAR	333-6529	\$0.00
ENVIRONMENT, STANDARD	579-7720	\$0.00
WEATHER, COLD START 120V	579-7726	\$3,845.00
CAB, STANDARD	578-1363	\$3,500.00
CONDITIONER, AIR, R134A	579-7735	\$0.00
ENGINE	593-8993	\$0.00
PUSH START, PASSCODE SECURITY	579-7738	\$0.00
CAMERA, REAR VIEW	579-7761	\$0.00
MIRRORS, HEAT, ELEC ADJUST	578-1409	\$650.00
SEAT, DELUXE, TILT AND TELE	593-8962	\$1,425.00
LIGHTS, AUX, HALOGEN	590-8867	\$560.00
LIGHTS, ROADING, HALOGEN, RH	633-0624	\$0.00
STANDARD RADIO (12V)	590-8872	\$985.00
PRODUCT LINK, CELLULAR PLE643	573-8455	\$0.00
FILM GP, WARNING, PL, ANSI	638-5475	\$0.00
WINDSHIELD ACCESS STEPS, NONE	612-1012	\$0.00
TIRES, 20.5R25 TI MXL * L3	376-0828	\$16,000.00

FENDERS, STANDARD	593-8950	\$0.00
CTWT, HEAVY, 2668LBS, 5PCS	552-4465	\$3,575.00
TOOLBOX AUX	491-7922	\$675.00
HYDRAULIC OIL, STANDARD	619-8443	\$0.00
SERIALIZED TECHNICAL MEDIA KIT	421-8926	\$0.00
LINES, AUX 3RD, STD LIFT	530-1623	\$407.00
RIDE CONTROL	579-7697	\$5,390.00
BEACON,WARN STROBE, LED AMBER	600-3781	\$391.00
MIRRORS, INTERNAL 1X REAR VIEW	596-5866	\$136.00
AUTOLUBE	579-7764	\$8,810.00
PACK, DOMESTIC TRUCK	0P-0210	\$0.00
SHIPPING/STORAGE PROTECTION	0P-2266	\$274.00
QUICK COUPLER,FUSION,EXT DUTY	579-9974	\$5,610.00
JUMPER LINES, AUX 3RD, FUSION	629-6028	\$775.00
BEACON, SEAT BELT, LED GREEN	594-4136	\$385.00
BUCKET - H27748A	417-4925	\$11,153.00
CARRIAGE, PAL C3/4, 62", FUS	532-8222	\$3,000.00
FORK TINE, 2.25" X 6" X 60"	371-2360	\$2,458.00
ARM, MATERIAL HANDLING, FUS	510-5071	\$8,097.00

WARRANTY

Standard Warranty:	12 Month/unlimited hours Full Machine. All standard warranties include travel time & mileage for first twelve months.
Extended Coverage:	60 MONTHS/2500 HOUR PREMIER WARRANTY.
CSA:	1 Year/1000 Hour - Parts Kit - Excludes Fluids and Labor (2-500 HR KITS) 3 Year ConnectPro, Once Per Day Reporting Subscription

	<i>Machine Discounts</i>
Total List Price	\$354,977.00
Sourcewell Discount	(\$81,941.28)
Ohio CAT Discount	(\$20,485.32)
Work Tools Discount	(\$4,066.50)
Total Discount	(\$106,493.10)
Customer Price	\$245,344.00

MUNICIPAL LEASE PURCHASE*\$1.00 Balloon Lease***Deal Information**

Customer Name	CITY OF MONROE
Make	Caterpillar
New, RC, or Used	New
Year	2025
Model	930
Sell Price	245,344.00
Tax	0.00
Less Trade / DP	0.00
Doc Fee	500.00
	0.00
Net To Finance	245,844.00

MONTHLY PAYMENTS - IN ARREARS

TERM	RATE	PAYMENT	BALLOON
12	5.49%	\$ 21,102	\$ 1
24	5.49%	\$ 10,840	\$ 1
36	5.49%	\$ 7,423	\$ 1
48	5.49%	\$ 5,717	\$ 1
60	5.49%	\$ 4,695	\$ 1
72	5.49%	\$ 4,016	\$ 1
84	5.49%	\$ 3,532	\$ 1

ANNUAL PAYMENTS - IN ADVANCE

TERM	RATE	PAYMENT	BALLOON
2	5.49%	\$ 126,206	\$ 1
3	5.49%	\$ 86,365	\$ 1
4	5.49%	\$ 66,473	\$ 1
5	5.49%	\$ 54,560	\$ 1
6	5.49%	\$ 46,637	\$ 1
7	5.49%	\$ 40,994	\$ 1

ANNUAL PAYMENTS - IN ARREARS

TERM	RATE	PAYMENT	BALLOON
2	5.49%	\$ 133,135	\$ 1
3	5.49%	\$ 91,106	\$ 1
4	5.49%	\$ 70,122	\$ 1
5	5.49%	\$ 57,555	\$ 1
6	5.49%	\$ 49,198	\$ 1
7	5.49%	\$ 43,245	\$ 1

Thank you for your interest in Ohio CAT and Caterpillar products for your business needs. Quote is subject to change based on date of order and manufactures price actions. If there are any questions, please do not hesitate to contact me.

Respectfully,

Brad Potts
Machine Sales Representative
Ohio CAT
bpotts@ohiocat.com
513-518-3551



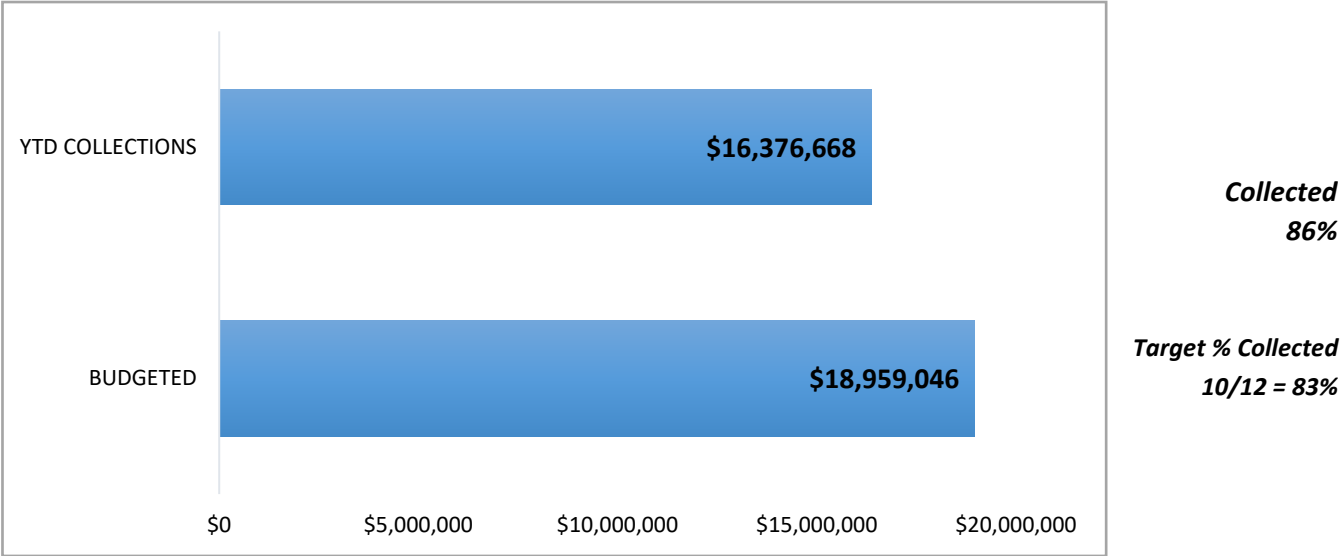
FINANCIAL REPORTS

FOR THE PERIOD ENDING

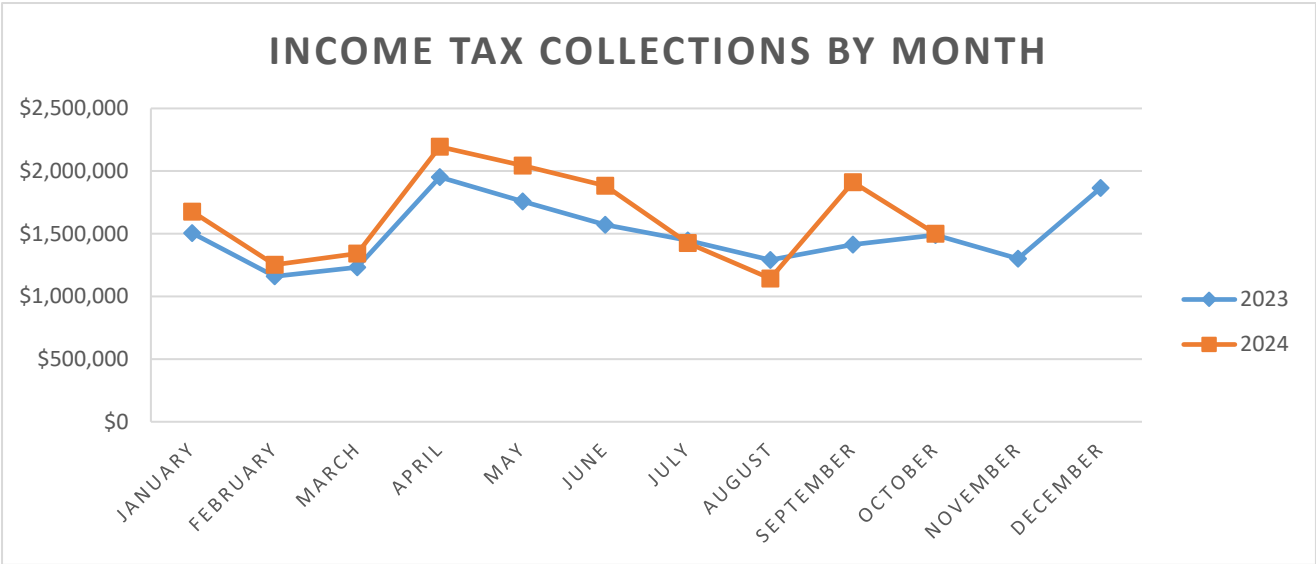
October 31, 2024

MUNICIPAL INCOME TAX MONTHLY REPORT OCTOBER 2024

As of the end of October, we have collected (YTD) \$16,376,668 in income tax dollars.
This equals to approximately 86% of the budget estimate.

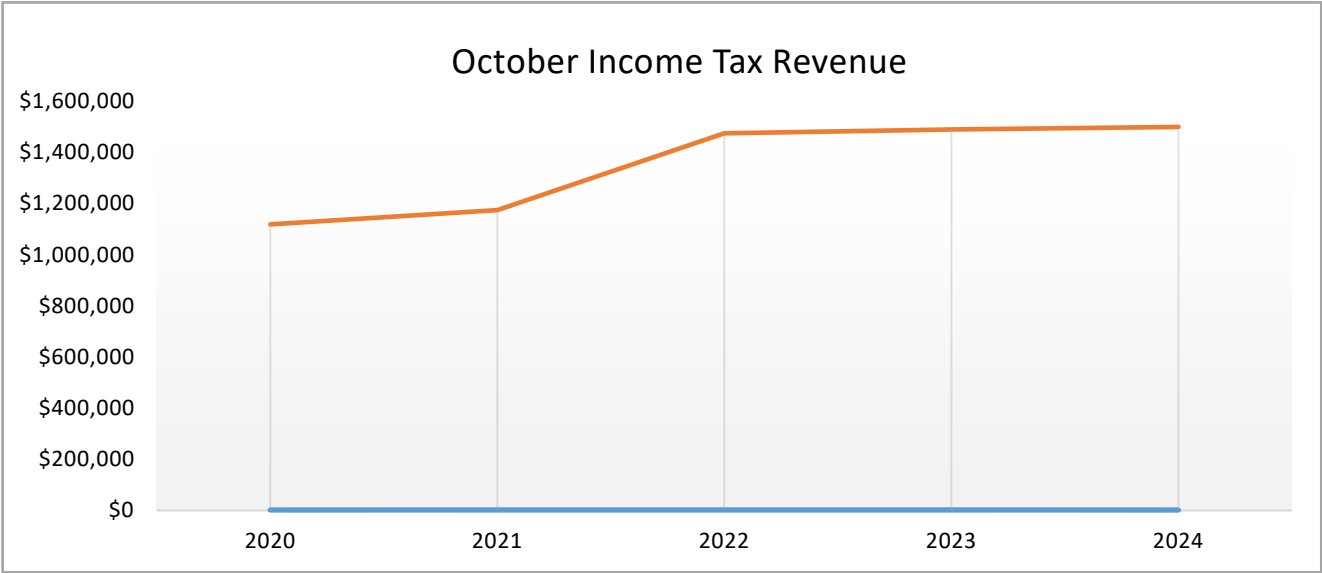


October income tax collections were 1% higher in 2024 than at the same time last year. Overall, the City has collected a difference of \$1,557,712 in 2024 than at the same time last year.



HISTORICAL COLLECTION OF TAX REVENUE OVER 5 YEARS

Over the last five years, income tax revenue in October has fluctuated.



City of Monroe
Statement of Cash Position
As of 10/2024

Fund	Fund Description	Beg Balance	YTD Receipts	YTD Expenses	Unexpended Balance
1110	GENERAL FUND	7,597,179.44	15,361,331.10	14,086,262.01	8,872,248.53
2101	INCOME TAX - PUBLIC SAFETY	210,317.47	2,852,254.30	1,015,000.00	2,047,571.77
2210	STREET FUND	1,742,769.22	1,266,319.42	1,803,036.10	1,206,052.54
2220	STATE HIGHWAY FUND	230,492.82	87,842.63	74,207.55	244,127.90
2230	MOTOR VEHICLE LICENSE TAX FUND	43,428.89	0.00	7,836.67	35,592.22
2310	FIRE - 1989 LEVY FUND	135,965.86	5,507,730.43	5,402,635.69	241,060.60
2320	FIRE - 2005 LEVY FUND	1,010.27	0.00	0.00	1,010.27
2330	FEMA FUND	1,747.27	0.00	0.00	1,747.27
2360	AMERICAN RESCUE PLAN ACT FUND	1,391,903.78	0.00	1,369,090.84	22,812.94
2370	ONEOHIO OPIOID SETTLEMENT FUND	56,816.62	95,993.86	0.00	152,810.48
2410	POLICE LAW ENFORCEMENT FUND	152,134.90	3,947,980.35	3,947,411.72	152,703.53
2420	DARE GRANT FUND	9,290.81	5,215.65	2,750.61	11,755.85
2430	ENFORCEMENT AND EDUCATION FUND	5,777.72	1,180.00	0.00	6,957.72
2440	FEDERAL ASSET FORFEITURE FUND	13,735.42	0.00	0.00	13,735.42
2450	OHIO PEACE OFFICER TRAINING	38,628.96	49,732.22	0.00	88,361.18
2510	COURT TECHNOLOGY IMPROVEMENT	8,472.78	9,255.90	12,428.66	5,300.02
2621	MONROE CROSSINGS (C1)	1,560.50	2,307.46	1,556.75	2,311.21
2622	PARK 63/SUMMIT (C2)	247,389.53	201,796.69	136,318.15	312,868.07
2623	MONROE COMMERCE CENTER (C3)	1,252,104.93	2,022,333.54	1,371,994.58	1,902,443.89
2626	MIAMI VALLEY INDUSTRIAL (C6)	186,819.70	174,119.62	117,510.19	243,429.13
2627	YANKEE ROAD (C7)	15,777.61	28,424.52	19,143.70	25,058.43
2628	BERNS/DOUGLAS (C8)	24,392.52	17,997.42	12,217.54	30,172.40
2629	FRICK GREENTREE (C9)	328.62	201.30	137.91	392.01
2630	OSBOURNE (C10)	135.52	202.96	139.03	199.45
2631	SATELLITE FARMS (C11)	119,129.70	214,956.80	147,240.08	186,846.42
2632	CORRIDOR 75/MILLEN (C12)	17.66	14,952.58	10,107.40	4,862.84
2633	CORRIDOR 75 #1 (C13)	775,490.24	1,045,334.10	1,045,334.11	775,490.23
2634	CORRIDOR 75 #2 (C14)	2,322.69	102,720.30	101,777.78	3,265.21
2721	ARBOR ACRES (R1)	29,604.47	269,106.33	198,803.78	99,907.02
2722	HERITAGE GREEN (R2)	173,050.87	359,095.68	265,138.77	267,007.78
2723	WYANDOT WOODS (R3)	963,874.40	1,191,195.91	879,294.50	1,275,775.81
2724	GILMAR MEADOWS (R4)	67,532.71	173,031.23	127,749.46	112,814.48
2725	MT PLEASANT (R5)	5,348.97	112,290.26	82,880.04	34,759.19
2726	BRITTONY WOODS (R6)	447,825.81	773,613.15	571,209.61	650,229.35
2727	TODD'S GLEN RESERVE (R7)	82,062.12	192,688.96	142,226.08	132,525.00
2728	MAJESTIC OAKS (R8)	1,140.54	4,087.27	3,017.12	2,210.69
2729	TRIMBLE FARM (R9)	48,845.68	108,199.94	79,924.40	77,121.22
2731	HANKINS ROAD (R11)	0.00	21.62	15.96	5.66
2732	MONROE CROSSINGS #1 (R12)	575,472.62	1,538,159.62	1,135,485.27	978,146.97
2733	MONROE CROSSINGS #2 (R13)	467,250.66	660,902.45	492,644.97	635,508.14

Fund	Fund Description	Beg Balance	YTD Receipts	YTD Expenses	Unexpended Balance
2734	MONROE CROSSINGS #3 (R14)	546,516.23	541,234.82	395,064.49	692,686.56
2735	RESERVES OF MONROE XINGS (R15)	264,379.05	223,481.00	164,948.53	322,911.52
3101	INCOME TAX - CAPITAL PROJECTS	1,552,445.13	1,222,394.68	1,002,093.27	1,772,746.54
3110	PARK IMPROVEMENT FUND	303,762.12	41,999.67	97,451.25	248,310.54
3120	CAPITAL IMPROVEMENT FUND	2,646,654.23	452,260.16	964,339.04	2,134,575.35
3620	CPO TIF - CAPITAL FUND	24,880.23	0.00	0.00	24,880.23
4110	G.O. BOND RETIREMENT FUND	256,749.90	0.00	67,076.50	189,673.40
4210	WATER BOND RETIREMENT FUND	117,890.69	0.00	18,711.00	99,179.69
4310	S.A. BOND RETIREMENT FUND	614.68	1,341,478.97	1,341,478.97	614.68
4410	INCOME TAX BOND RETIREMENT FUN	339,844.18	0.00	182,131.25	157,712.93
4610	CORRIDOR 75 PARK LTD TIF FUND	126,651.27	0.00	0.00	126,651.27
5110	S.A. STREET LIGHTING FUND	2,711.17	292.92	537.81	2,466.28
6110	WATER FUND	1,076,535.15	3,289,532.13	2,681,732.04	1,684,335.24
6115	WATER GUARANTEE DEPOSIT	48,550.00	1,825.00	0.00	50,375.00
6120	WATER CAPITAL IMPROVEMENTS	376,796.35	661,268.38	575,145.97	462,918.76
6125	WATER METER& READ SYSTEM REPL	610,162.82	212,807.48	121,443.19	701,527.11
6210	SEWER FUND	16,295.44	1,088,735.26	1,094,741.00	10,289.70
6310	STORM WATER FUND	436,446.61	513,999.26	274,992.16	675,453.71
6315	STORMWATER DEPOSIT FUND	68,400.00	0.00	0.00	68,400.00
6410	GARBAGE FUND	289,126.89	1,100,169.70	981,497.31	407,799.28
6510	CEMETERY FUND	74,936.60	58,879.92	90,779.61	43,036.91
6610	STREET LIGHTING UTILITY	8,386.86	109,644.83	126,006.96	-7,975.27
7100	CEMETERY MAINTENANCE TRUST	70,800.57	2,643.47	0.00	73,444.04
7110	MOUND CEMETERY TRUST FUND	74,152.55	2,988.46	0.00	77,141.01
7120	LONG STREET TRUST FUND	6,002.11	3,128.60	0.00	9,130.71
7310	FIRE HISTORIC PRESERVATION FUN	1,470.54	0.00	0.00	1,470.54
7320	FIRE LOSS SECURITY FUND	21,371.33	24,000.00	0.00	45,371.33
7410	DRUG LAW ENFORCEMENT TRUST	96,337.04	6,963.73	89,018.07	14,282.70
		26,586,020.04	49,292,304.01	44,931,715.45	30,946,608.60

YTD BUDGET REPORT - REVENUE OCTOBER 2024

FUND	ACCOUNT DESCRIPTION	ORIGINAL ESTIM REV	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE
1110	1110 GENERAL FUND	17,761,573	17,761,573	15,361,331.10	2,400,242
2101	2101 INCOME TAX - PUBLIC SAFETY FUND	3,243,600	3,243,600	2,852,254.30	391,346
2210	2210 STREET FUND	2,460,040	2,460,040	1,266,319.42	1,193,721
2310	2310 FIRE - 1989 LEVY FUND	5,904,368	5,904,368	5,507,730.43	396,638
2370	2370 ONEOHIO OPIOID SETTLEMENT FUND	25,000	25,000	95,993.86	-70,994
2410	2410 POLICE LAW ENFORCEMENT FUND	4,321,125	4,321,125	3,947,980.35	373,145
2600	2600 TIF FUNDS	3,134,465	3,134,465	3,825,347	-690,882
2700	2700 RID FUNDS	4,549,400	4,549,400	6,147,108	-1,597,708
3101	3101 INCOME TAX - CAPITAL PROJECT FUND	1,389,546	1,389,546	1,222,394.68	167,151
6110	6110 WATER FUND	3,308,260	3,308,260	3,289,532.13	18,728
6120	6120 WATER CAPITAL IMPROVEMENT FUND	1,546,576	1,546,576	661,268.38	885,308
6210	6210 SEWER FUND	1,470,536	1,470,536	1,088,735.26	381,801
6310	6310 STORM WATER FUND	501,800	501,800	513,999.26	-12,199
6410	6410 GARBAGE FUND	1,205,958	1,205,958	1,100,169.70	105,788
	TOTALS	50,822,247	50,822,247	46,880,164	3,942,083

YTD BUDGET REPORT - EXPENSE OCTOBER 2024

FUND	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET
1110	1110 GENERAL FUND	20,516,360	19,859,594	13,497,938.22	603,832.49	5,757,823
2101	2101 INCOME TAX - PUBLIC SAFETY FUND	3,450,000	3,450,000	1,015,000.00	0.00	2,435,000
2210	2210 STREET FUND	3,224,783	3,217,983	1,583,997.28	127,568.09	1,506,418
2310	2310 FIRE - 1989 LEVY FUND	6,076,636	5,999,336	5,260,791.32	90,661.51	647,883
2360	2360 AMERICAN RESCUE PLAN ACT FUND	618,947	1,368,947	1,368,947.04	0.00	0
2410	2410 POLICE LAW ENFORCEMENT FUND	4,019,286	4,005,786	3,799,868.40	221,900.72	-15,983
2600	2600 TIF FUNDS	2,592,586	2,592,586	2,963,477	0	-370,891
2700	2700 RID FUNDS	4,642,857	4,642,857	4,538,403	0	104,454
3101	3101 INCOME TAX - CAPITAL PROJECT FUND	1,814,300	2,283,300	1,002,093.27	518,618.79	762,588
6110	6110 WATER FUND	3,888,889	3,888,889	2,690,070.30	68,695.56	1,130,123
6120	6120 WATER CAPITAL IMPROVEMENT FUND	1,715,000	1,715,000	486,731.23	569,597.10	658,672
6210	6210 SEWER FUND	1,520,462	1,520,462	1,101,510.99	0.00	418,951
6310	6310 STORM WATER FUND	597,064	597,064	254,739.42	30,873.66	311,451
6410	6410 GARBAGE FUND	1,239,168	1,239,168	988,336.73	0.00	250,831
TOTALS		55,916,338	56,380,972	40,551,904	2,231,748	13,597,320

Checks over \$15,000 October 2024		
NAME	INVOICE NET	INVOICE DESCRIPTION
BUTLER COUNTY WATER & SEWER DEPT	132,262.51	ACCT # 3048687-2055515
BUTLER COUNTY WATER & SEWER DEPT	104,879.81	SEPTEMBER 2024 WASTE WATER
HUNTINGTON NATIONAL BANK	264,567.24	2024 2ND HALF SETTLEMENT MALL
HUNTINGTON NATIONAL BANK	603,974.22	2024 2ND HALF SETTLEMENT VHMON
HUNTINGTON NATIONAL BANK	115,483.41	2024 2ND HALF SETTLEMENT 17 AC EAST
JOHN R JURGENSEN COMPANY	154,537.95	2024 ASPHALT PAVING PROGRAM
KT HOLDEN CONSTRUCTION LLC	157,534.59	TIMRICK PLACE REHABILITATION PROJECT
KZF DESIGN, INC.	25,160.00	DT MASTER PLAN
MAJORS ENTERPRISE INC	276,335.80	S MAIN ST WATER MAIN REPLACEMENT 2024
MONROE LOCAL SCHOOL DISTRICT	3,501,862.54	2ND HALF 2024 SCHOOL REIMBURSEMENT
NATIONAL INSPECTION CORPORATION	22,470.84	BUILDING SERVICES FOR 2024
RUMPKE OF OHIO, INC	97,319.71	CUSTOMER # 6300108176
TURTLECREEK TOWNSHIP TRUSTEES	39,189.07	JEDD REVENUE SPLIT 2024 Q3 TURTLECREEK RACINO JEDD
W.G. STANG LLC	101,453.04	TODHUNTER ROAD CULVERT REPLACEMENT PROJECT
WEX INC	20,939.36	FUEL FOR SEPTEMBER 2024



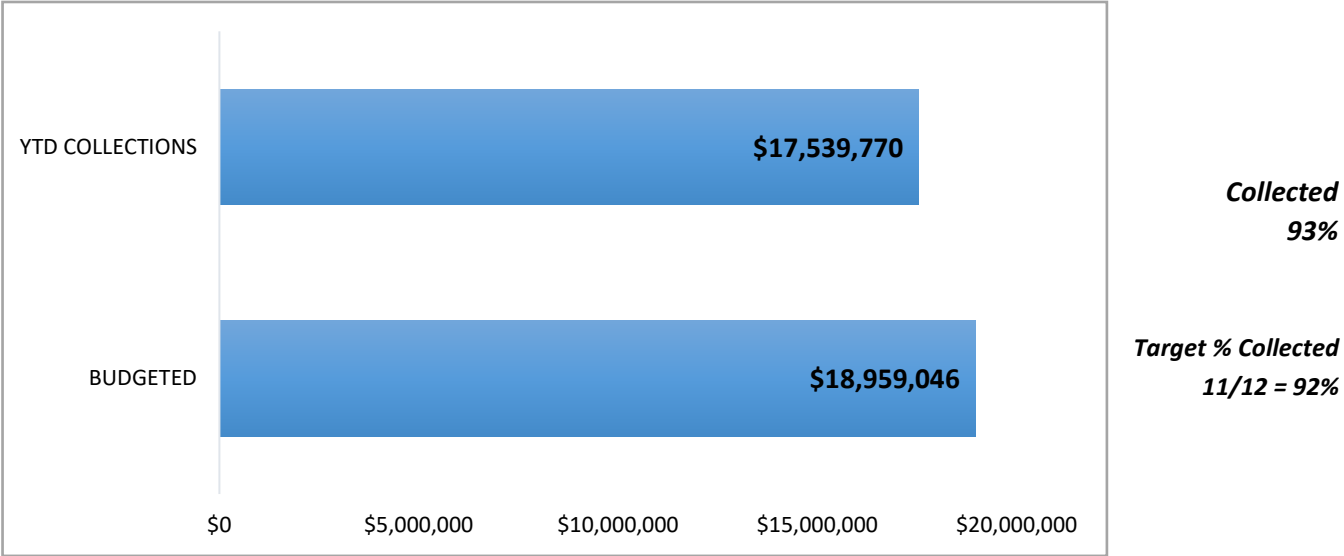
FINANCIAL REPORTS

FOR THE PERIOD ENDING

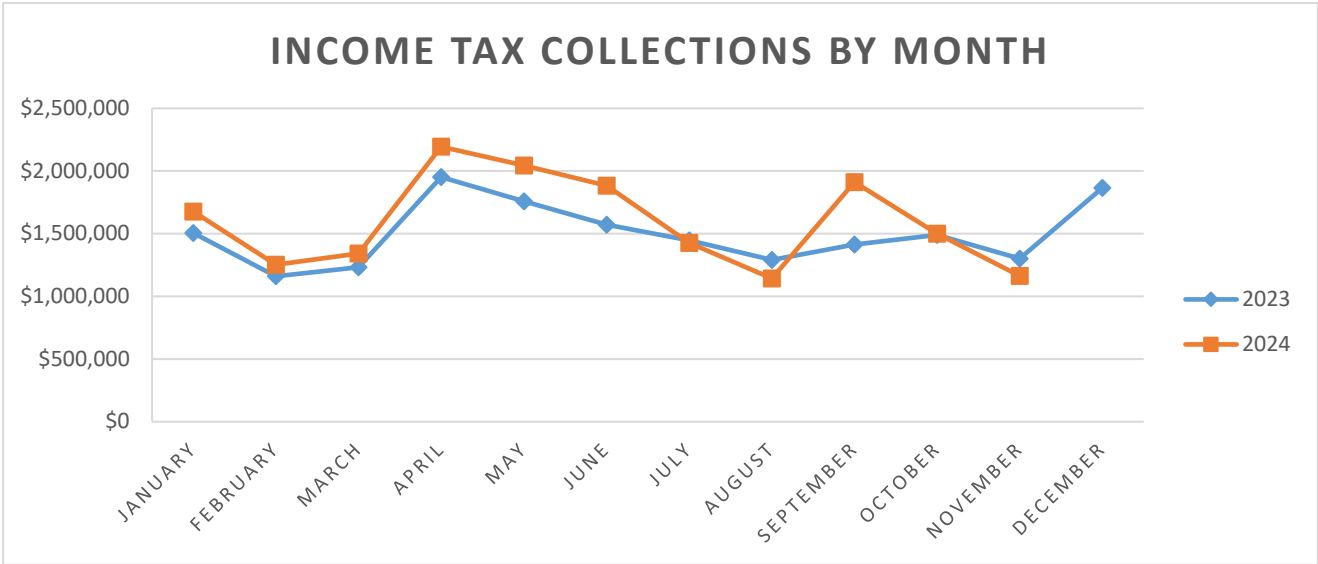
November 30, 2024

MUNICIPAL INCOME TAX MONTHLY REPORT NOVEMBER 2024

As of the end of November, we have collected (YTD) \$17,539,770 in income tax dollars.
This equals to approximately 93% of the budget estimate.

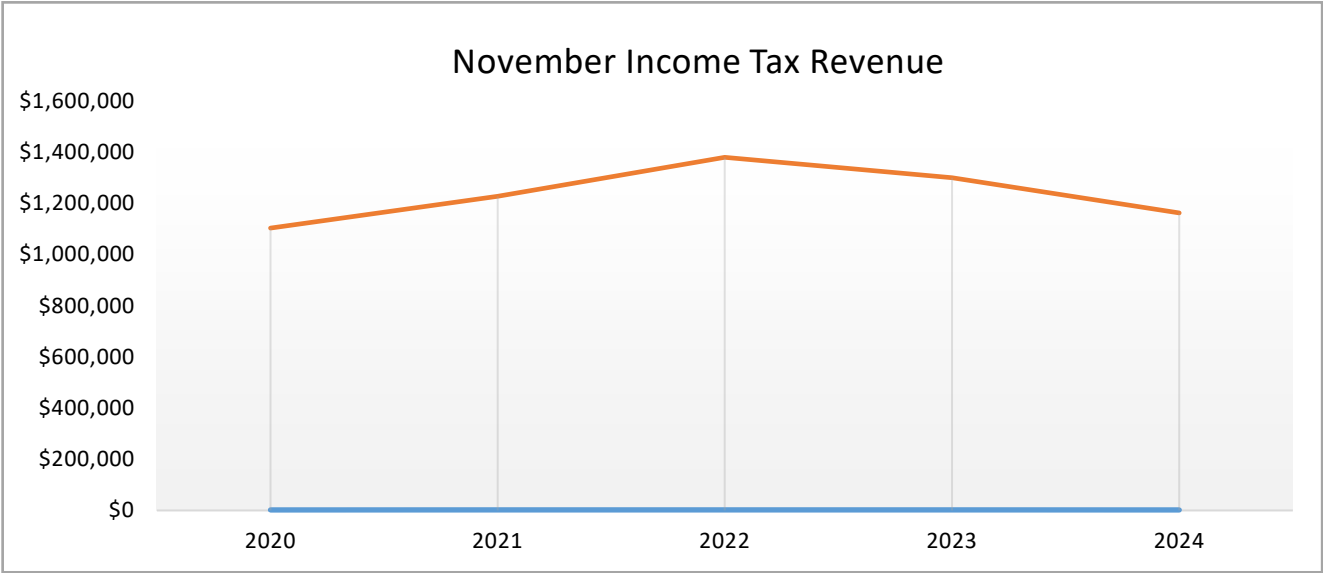


November income tax collections were 11% lower in 2024 than at the same time last year. Overall, the City has collected a difference of \$1,419,787 in 2024 than at the same time last year.



HISTORICAL COLLECTION OF TAX REVENUE OVER 5 YEARS

Over the last five years, income tax revenue in November has fluctuated.



City of Monroe
Statement of Cash Position
As of 11/2024

Fund	Fund Description	Beg Balance	YTD Receipts	YTD Expenses	Unexpended Balance
1110	GENERAL FUND	7,597,179.44	19,697,657.19	19,321,873.46	7,972,963.17
2101	INCOME TAX - PUBLIC SAFETY	210,317.47	3,054,356.07	3,450,000.00	-185,326.46
2210	STREET FUND	1,742,769.22	1,400,643.94	1,964,693.51	1,178,719.65
2220	STATE HIGHWAY FUND	230,492.82	98,370.44	75,009.95	253,853.31
2230	MOTOR VEHICLE LICENSE TAX FUND	43,428.89	0.00	7,836.67	35,592.22
2310	FIRE - 1989 LEVY FUND	135,965.86	5,553,712.05	4,931,890.01	757,787.90
2320	FIRE - 2005 LEVY FUND	1,010.27	0.00	0.00	1,010.27
2330	FEMA FUND	1,747.27	0.00	1,090.52	656.75
2360	AMERICAN RESCUE PLAN ACT FUND	1,391,903.78	0.00	1,391,903.78	0.00
2370	ONEOHIO OPIOID SETTLEMENT FUND	56,816.62	95,993.86	0.00	152,810.48
2410	POLICE LAW ENFORCEMENT FUND	152,134.90	3,951,564.29	2,966,440.26	1,137,258.93
2420	DARE GRANT FUND	9,290.81	6,623.88	2,750.61	13,164.08
2430	ENFORCEMENT AND EDUCATION FUND	5,777.72	1,205.00	0.00	6,982.72
2440	FEDERAL ASSET FORFEITURE FUND	13,735.42	0.00	0.00	13,735.42
2450	OHIO PEACE OFFICER TRAINING	38,628.96	49,732.22	0.00	88,361.18
2510	COURT TECHNOLOGY IMPROVEMENT	8,472.78	10,234.90	12,849.56	5,858.12
2621	MONROE CROSSINGS (C1)	1,560.50	2,307.46	1,556.75	2,311.21
2622	PARK 63/SUMMIT (C2)	247,389.53	201,796.69	136,318.15	312,868.07
2623	MONROE COMMERCE CENTER (C3)	1,252,104.93	2,022,333.54	1,440,969.58	1,833,468.89
2626	MIAMI VALLEY INDUSTRIAL (C6)	186,819.70	174,119.62	117,510.19	243,429.13
2627	YANKEE ROAD (C7)	15,777.61	28,424.52	19,143.70	25,058.43
2628	BERNS/DOUGLAS (C8)	24,392.52	17,997.42	12,217.54	30,172.40
2629	FRICK GREENTREE (C9)	328.62	201.30	137.91	392.01
2630	OSBOURNE (C10)	135.52	202.96	139.03	199.45
2631	SATELLITE FARMS (C11)	119,129.70	214,956.80	174,960.08	159,126.42
2632	CORRIDOR 75/MILLEN (C12)	17.66	14,952.58	10,107.40	4,862.84
2633	CORRIDOR 75 #1 (C13)	775,490.24	1,045,334.10	1,045,334.11	775,490.23
2634	CORRIDOR 75 #2 (C14)	2,322.69	102,720.30	101,777.78	3,265.21
2721	ARBOR ACRES (R1)	29,604.47	269,106.33	198,803.78	99,907.02
2722	HERITAGE GREEN (R2)	173,050.87	359,095.68	265,138.77	267,007.78
2723	WYANDOT WOODS (R3)	963,874.40	1,191,195.91	1,008,928.55	1,146,141.76
2724	GILMAR MEADOWS (R4)	67,532.71	173,031.23	127,749.46	112,814.48
2725	MT PLEASANT (R5)	5,348.97	112,290.26	82,880.04	34,759.19
2726	BRITTONY WOODS (R6)	447,825.81	773,613.15	571,209.61	650,229.35
2727	TODD'S GLEN RESERVE (R7)	82,062.12	192,688.96	199,111.58	75,639.50
2728	MAJESTIC OAKS (R8)	1,140.54	4,087.27	3,017.12	2,210.69
2729	TRIMBLE FARM (R9)	48,845.68	108,199.94	79,924.40	77,121.22
2731	HANKINS ROAD (R11)	0.00	21.62	15.96	5.66
2732	MONROE CROSSINGS #1 (R12)	575,472.62	1,538,159.62	1,226,233.77	887,398.47
2733	MONROE CROSSINGS #2 (R13)	467,250.66	660,902.45	492,644.97	635,508.14

Fund	Fund Description	Beg Balance	YTD Receipts	YTD Expenses	Unexpended Balance
2734	MONROE CROSSINGS #3 (R14)	546,516.23	541,234.82	395,064.49	692,686.56
2735	RESERVES OF MONROE XINGS (R15)	264,379.05	223,481.00	164,948.53	322,911.52
3101	INCOME TAX - CAPITAL PROJECTS	1,552,445.13	1,309,009.72	1,436,393.27	1,425,061.58
3110	PARK IMPROVEMENT FUND	303,762.12	172,902.22	151,212.25	325,452.09
3120	CAPITAL IMPROVEMENT FUND	2,646,654.23	1,173,248.21	966,376.48	2,853,525.96
3620	CPO TIF - CAPITAL FUND	24,880.23	0.00	0.00	24,880.23
4110	G.O. BOND RETIREMENT FUND	256,749.90	857,504.00	995,053.61	119,200.29
4210	WATER BOND RETIREMENT FUND	117,890.69	300,000.00	367,422.00	50,468.69
4310	S.A. BOND RETIREMENT FUND	614.68	1,341,478.97	1,341,478.97	614.68
4410	INCOME TAX BOND RETIREMENT FUN	339,844.18	434,300.00	609,262.50	164,881.68
4610	CORRIDOR 75 PARK LTD TIF FUND	126,651.27	0.00	0.00	126,651.27
5110	S.A. STREET LIGHTING FUND	2,711.17	292.92	537.81	2,466.28
6110	WATER FUND	1,076,535.15	3,664,926.86	3,184,376.91	1,557,085.10
6115	WATER GUARANTEE DEPOSIT	48,550.00	2,425.00	0.00	50,975.00
6120	WATER CAPITAL IMPROVEMENTS	376,796.35	663,419.59	575,145.97	465,069.97
6125	WATER METER& READ SYSTEM REPL	610,162.82	234,078.06	123,358.11	720,882.77
6210	SEWER FUND	16,295.44	1,203,347.37	1,207,420.21	12,222.60
6310	STORM WATER FUND	436,446.61	585,079.25	286,914.74	734,611.12
6315	STORMWATER DEPOSIT FUND	68,400.00	0.00	0.00	68,400.00
6410	GARBAGE FUND	289,126.89	1,211,614.95	1,076,861.17	423,880.67
6510	CEMETERY FUND	74,936.60	66,464.72	114,126.61	27,274.71
6610	STREET LIGHTING UTILITY	8,386.86	120,772.53	137,826.77	-8,667.38
7100	CEMETERY MAINTENANCE TRUST	70,800.57	2,885.90	0.00	73,686.47
7110	MOUND CEMETERY TRUST FUND	74,152.55	3,330.69	0.00	77,483.24
7120	LONG STREET TRUST FUND	6,002.11	3,487.08	0.00	9,489.19
7310	FIRE HISTORIC PRESERVATION FUN	1,470.54	0.00	0.00	1,470.54
7320	FIRE LOSS SECURITY FUND	21,371.33	24,000.00	0.00	45,371.33
7410	DRUG LAW ENFORCEMENT TRUST	96,337.04	7,285.73	89,186.07	14,436.70
		26,586,020.04	57,274,403.14	54,665,135.03	29,195,288.15

YTD BUDGET REPORT - REVENUE NOVEMBER 2024

FUND	ACCOUNT DESCRIPTION	ORIGINAL ESTIM REV	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE
1110	1110 GENERAL FUND	17,761,573	17,761,573	19,697,657.19	-1,936,084
2101	2101 INCOME TAX - PUBLIC SAFETY FUND	3,243,600	3,243,600	3,054,356.07	189,244
2210	2210 STREET FUND	2,460,040	2,460,040	1,400,643.94	1,059,396
2310	2310 FIRE - 1989 LEVY FUND	5,904,368	5,904,368	5,553,712.05	350,656
2370	2370 ONEOHIO OPIOID SETTLEMENT FUND	25,000	25,000	95,993.86	-70,994
2410	2410 POLICE LAW ENFORCEMENT FUND	4,321,125	4,321,125	3,951,564.29	369,561
2600	2600 TIF FUNDS	3,134,465	3,134,465	3,825,347	-690,882
2700	2700 RID FUNDS	4,549,400	4,549,400	6,147,108	-1,597,708
3101	3101 INCOME TAX - CAPITAL PROJECT FUND	1,389,546	1,389,546	1,309,009.72	80,536
6110	6110 WATER FUND	3,308,260	3,308,260	3,664,926.86	-356,667
6120	6120 WATER CAPITAL IMPROVEMENT FUND	1,546,576	1,546,576	663,419.59	883,156
6210	6210 SEWER FUND	1,470,536	1,470,536	1,203,347.37	267,189
6310	6310 STORM WATER FUND	501,800	501,800	585,079.25	-83,279
6410	6410 GARBAGE FUND	1,205,958	1,205,958	1,211,614.95	-5,657
TOTALS		50,822,247	50,822,247	52,363,781	-1,541,534

YTD BUDGET REPORT - EXPENSE NOVEMBER 2024

FUND	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET
1110	1110 GENERAL FUND	20,516,360	23,419,594	18,677,153.98	473,554.62	4,268,885
2101	2101 INCOME TAX - PUBLIC SAFETY FUND	3,450,000	3,450,000	3,450,000.00	0.00	0
2210	2210 STREET FUND	3,224,783	3,217,983	1,767,710.42	144,287.21	1,305,985
2310	2310 FIRE - 1989 LEVY FUND	6,076,636	5,999,336	4,852,692.12	93,822.98	1,052,821
2360	2360 AMERICAN RESCUE PLAN ACT FUND	618,947	1,388,163	1,388,162.98	0.00	0
2410	2410 POLICE LAW ENFORCEMENT FUND	4,019,286	4,005,786	2,864,596.41	207,161.23	934,028
2600	2600 TIF FUNDS	2,592,586	3,192,586	3,060,172	0	132,414
2700	2700 RID FUNDS	4,642,857	5,589,857	4,815,671	0	774,186
3101	3101 INCOME TAX - CAPITAL PROJECT FUND	1,814,300	2,283,300	1,436,393.27	518,618.79	328,288
6110	6110 WATER FUND	3,888,889	3,888,889	3,201,799.68	77,024.82	610,065
6120	6120 WATER CAPITAL IMPROVEMENT FUND	1,715,000	1,715,000	486,731.23	569,597.10	658,672
6210	6210 SEWER FUND	1,520,462	1,520,462	1,214,759.39	0.00	305,703
6310	6310 STORM WATER FUND	597,064	597,064	270,322.53	38,352.17	288,389
6410	6410 GARBAGE FUND	1,239,168	1,281,168	1,084,382.35	0.00	196,786
TOTALS		55,916,338	61,549,188	48,570,548	2,122,419	10,856,221

Checks over \$15,000 November 2024		
NAME	INVOICE NET	INVOICE DESCRIPTION
BUTLER COUNTY WATER & SEWER DEPT	116,952.01	ACCT # 3048687-2055515
BUTLER COUNTY WATER & SEWER DEPT	108,278.70	OCTOBER 2024 WASTE WATER
BURGESS & NIPLE, INC.	27,557.70	SR63 CORRIDOR STUDY
CHASE	19,183.00	DEBT PAYMENT ACCT # 452411646002
MID MIAMI ROOFING INC.	52,475.00	COMMUNITY PARK CONCESSION STAND ROOF REPAIR
NATIONAL INSPECTION CORPORATION	30,208.44	BUILDING SERVICES FOR 2024
PHOENIX SAFETY OUTFITTERS, LLC	17,460.00	PPE REPLACEMENT
RUMPKE OF OHIO, INC	89,356.00	CUSTOMER # 6300108176
SERVICE SUPPLY LTD, INC	20,460.00	PICNIC TABLES FOR COMMUNITY PARK
WEX INC	23,346.07	FUEL FOR OCTOBER 2024



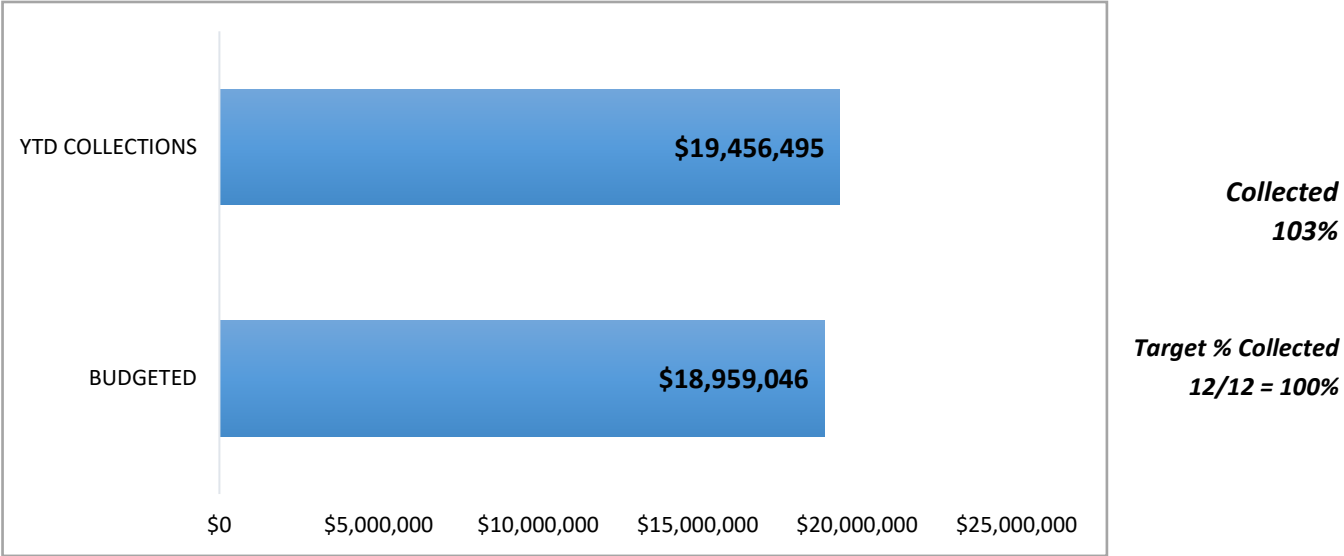
FINANCIAL REPORTS

FOR THE PERIOD ENDING

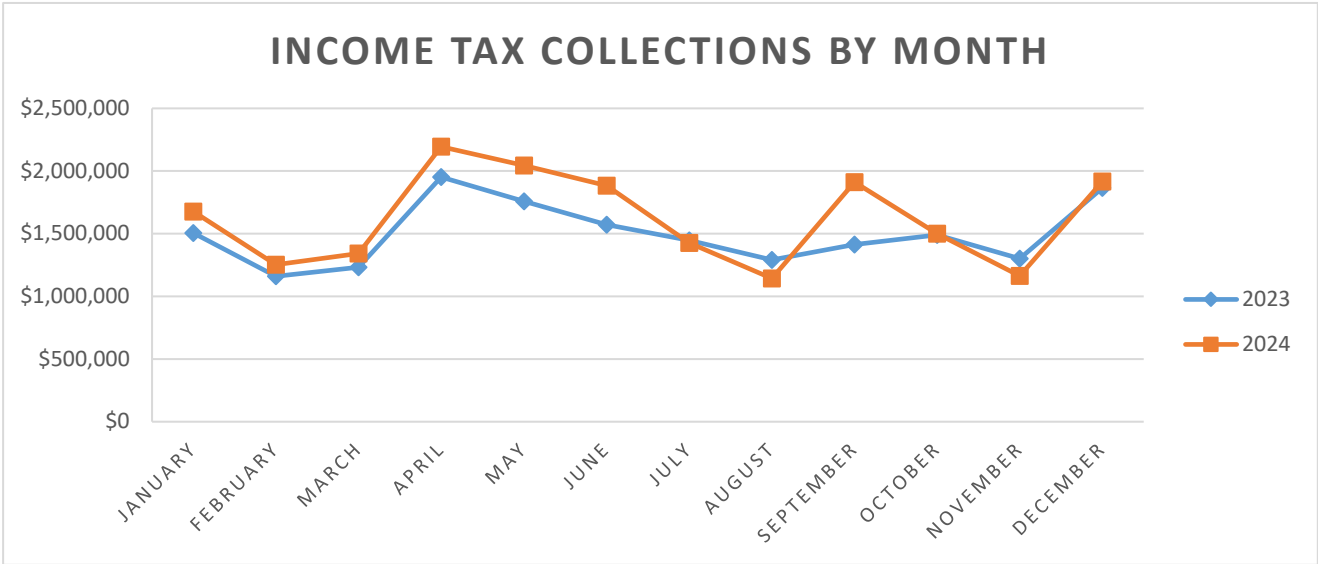
December 31, 2024

MUNICIPAL INCOME TAX MONTHLY REPORT DECEMBER 2024

As of the end of December, we have collected (YTD) \$19,456,495 in income tax dollars.
This equals to approximately 103% of the budget estimate.

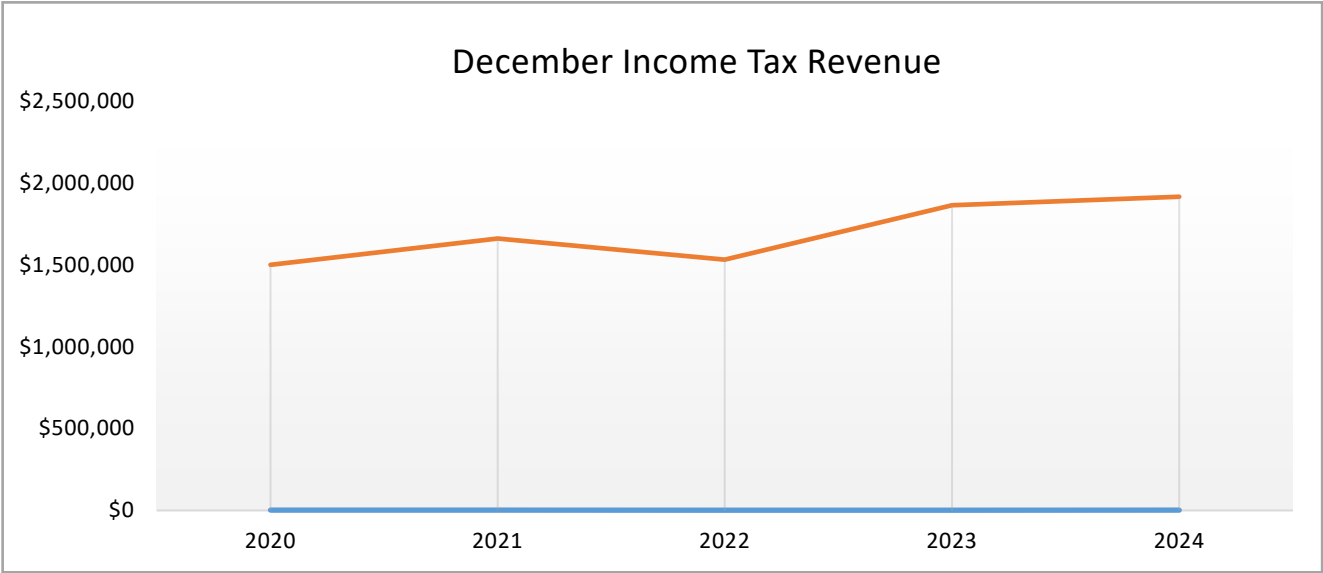


December income tax collections were 3% higher in 2024 than at the same time last year. Overall, the City has collected a difference of \$1,471,816 in 2024 than at the same time last year.



HISTORICAL COLLECTION OF TAX REVENUE OVER 5 YEARS

Over the last five years, income tax revenue in December has fluctuated.



City of Monroe
Statement of Cash Position
As of 12/2024

Fund	Fund Description	Beg Balance	YTD Receipts	YTD Expenses	Unexpended Balance
1110	GENERAL FUND	7,597,179.44	21,609,798.39	20,664,997.44	8,541,980.39
2101	INCOME TAX - PUBLIC SAFETY	210,317.47	3,388,100.87	3,450,000.00	148,418.34
2210	STREET FUND	1,742,769.22	2,274,921.43	2,174,085.94	1,843,604.71
2220	STATE HIGHWAY FUND	230,492.82	107,571.54	78,305.34	259,759.02
2230	MOTOR VEHICLE LICENSE TAX FUND	43,428.89	0.00	7,836.67	35,592.22
2310	FIRE - 1989 LEVY FUND	135,965.86	5,626,313.42	5,530,127.27	232,152.01
2320	FIRE - 2005 LEVY FUND	1,010.27	0.00	0.00	1,010.27
2330	FEMA FUND	1,747.27	0.00	1,090.52	656.75
2360	AMERICAN RESCUE PLAN ACT FUND	1,391,903.78	0.00	1,391,903.78	0.00
2370	ONEOHIO OPIOID SETTLEMENT FUND	56,816.62	95,993.86	0.00	152,810.48
2410	POLICE LAW ENFORCEMENT FUND	152,134.90	3,952,787.84	3,614,054.94	490,867.80
2420	DARE GRANT FUND	9,290.81	6,623.88	6,249.85	9,664.84
2430	ENFORCEMENT AND EDUCATION FUND	5,777.72	1,230.00	0.00	7,007.72
2440	FEDERAL ASSET FORFEITURE FUND	13,735.42	0.00	0.00	13,735.42
2450	OHIO PEACE OFFICER TRAINING	38,628.96	49,732.22	0.00	88,361.18
2510	COURT TECHNOLOGY IMPROVEMENT	8,472.78	11,180.90	14,309.25	5,344.43
2621	MONROE CROSSINGS (C1)	1,560.50	2,307.46	1,556.75	2,311.21
2622	PARK 63/SUMMIT (C2)	247,389.53	201,796.69	136,318.15	312,868.07
2623	MONROE COMMERCE CENTER (C3)	1,252,104.93	2,022,333.54	1,440,969.58	1,833,468.89
2626	MIAMI VALLEY INDUSTRIAL (C6)	186,819.70	174,119.62	117,510.19	243,429.13
2627	YANKEE ROAD (C7)	15,777.61	28,424.52	19,143.70	25,058.43
2628	BERNS/DOUGLAS (C8)	24,392.52	17,997.42	12,217.54	30,172.40
2629	FRICK GREENTREE (C9)	328.62	201.30	137.91	392.01
2630	OSBOURNE (C10)	135.52	202.96	139.03	199.45
2631	SATELLITE FARMS (C11)	119,129.70	214,956.80	174,960.08	159,126.42
2632	CORRIDOR 75/MILLEN (C12)	17.66	14,952.58	10,107.40	4,862.84
2633	CORRIDOR 75 #1 (C13)	775,490.24	1,151,703.85	1,045,334.11	881,859.98
2634	CORRIDOR 75 #2 (C14)	2,322.69	102,720.30	101,777.78	3,265.21
2721	ARBOR ACRES (R1)	29,604.47	269,106.33	198,803.78	99,907.02
2722	HERITAGE GREEN (R2)	173,050.87	359,095.68	265,138.77	267,007.78
2723	WYANDOT WOODS (R3)	963,874.40	1,191,195.91	1,008,928.55	1,146,141.76
2724	GILMAR MEADOWS (R4)	67,532.71	173,031.23	127,749.46	112,814.48
2725	MT PLEASANT (R5)	5,348.97	112,290.26	82,880.04	34,759.19
2726	BRITTONY WOODS (R6)	447,825.81	773,613.15	571,209.61	650,229.35
2727	TODD'S GLEN RESERVE (R7)	82,062.12	192,688.96	199,111.58	75,639.50
2728	MAJESTIC OAKS (R8)	1,140.54	4,087.27	3,017.12	2,210.69
2729	TRIMBLE FARM (R9)	48,845.68	108,199.94	79,924.40	77,121.22
2731	HANKINS ROAD (R11)	0.00	21.62	15.96	5.66
2732	MONROE CROSSINGS #1 (R12)	575,472.62	1,538,159.62	1,226,233.77	887,398.47
2733	MONROE CROSSINGS #2 (R13)	467,250.66	660,902.45	492,644.97	635,508.14

Fund	Fund Description	Beg Balance	YTD Receipts	YTD Expenses	Unexpended Balance
2734	MONROE CROSSINGS #3 (R14)	546,516.23	541,234.82	395,064.49	692,686.56
2735	RESERVES OF MONROE XINGS (R15)	264,379.05	223,481.00	164,948.53	322,911.52
3101	INCOME TAX - CAPITAL PROJECTS	1,552,445.13	1,452,043.21	1,521,391.08	1,483,097.26
3110	PARK IMPROVEMENT FUND	303,762.12	175,258.75	152,320.25	326,700.62
3120	CAPITAL IMPROVEMENT FUND	2,646,654.23	1,173,248.21	1,586,225.39	2,233,677.05
3620	CPO TIF - CAPITAL FUND	24,880.23	0.00	0.00	24,880.23
4110	G.O. BOND RETIREMENT FUND	256,749.90	857,504.00	995,053.61	119,200.29
4210	WATER BOND RETIREMENT FUND	117,890.69	300,000.00	367,422.00	50,468.69
4310	S.A. BOND RETIREMENT FUND	614.68	1,341,478.97	1,341,478.97	614.68
4410	INCOME TAX BOND RETIREMENT FUN	339,844.18	434,300.00	609,262.50	164,881.68
4610	CORRIDOR 75 PARK LTD TIF FUND	126,651.27	0.00	0.00	126,651.27
5110	S.A. STREET LIGHTING FUND	2,711.17	292.92	537.81	2,466.28
6110	WATER FUND	1,076,535.15	3,957,479.04	3,548,132.89	1,485,881.30
6115	WATER GUARANTEE DEPOSIT	48,550.00	2,150.00	0.00	50,700.00
6120	WATER CAPITAL IMPROVEMENTS	376,796.35	664,811.45	594,997.73	446,610.07
6125	WATER METER& READ SYSTEM REPL	610,162.82	255,100.49	124,075.73	741,187.58
6210	SEWER FUND	16,295.44	1,310,909.41	1,319,686.95	7,517.90
6310	STORM WATER FUND	436,446.61	652,193.99	371,397.88	717,242.72
6315	STORMWATER DEPOSIT FUND	68,400.00	0.00	0.00	68,400.00
6410	GARBAGE FUND	289,126.89	1,319,620.05	1,213,297.18	395,449.76
6510	CEMETERY FUND	74,936.60	81,564.72	122,993.38	33,507.94
6610	STREET LIGHTING UTILITY	8,386.86	146,716.85	149,656.86	5,446.85
7100	CEMETERY MAINTENANCE TRUST	70,800.57	3,215.56	0.00	74,016.13
7110	MOUND CEMETERY TRUST FUND	74,152.55	3,561.99	0.00	77,714.54
7120	LONG STREET TRUST FUND	6,002.11	3,729.31	0.00	9,731.42
7310	FIRE HISTORIC PRESERVATION FUN	1,470.54	0.00	0.00	1,470.54
7320	FIRE LOSS SECURITY FUND	21,371.33	24,000.00	0.00	45,371.33
7410	DRUG LAW ENFORCEMENT TRUST	96,337.04	7,415.73	89,104.50	14,648.27
		26,586,020.04	61,369,674.28	58,915,838.96	29,039,855.36

YTD BUDGET REPORT - REVENUE DECEMBER 2024

FUND	ACCOUNT DESCRIPTION	ORIGINAL ESTIM REV	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE
1110	1110 GENERAL FUND	17,761,573	17,761,573	21,609,798.39	-3,848,225
2101	2101 INCOME TAX - PUBLIC SAFETY FUND	3,243,600	3,243,600	3,388,100.87	-144,501
2210	2210 STREET FUND	2,460,040	2,460,040	2,274,921.43	185,119
2310	2310 FIRE - 1989 LEVY FUND	5,904,368	5,904,368	5,626,313.42	278,055
2370	2370 ONEOHIO OPIOID SETTLEMENT FUND	25,000	25,000	95,993.86	-70,994
2410	2410 POLICE LAW ENFORCEMENT FUND	4,321,125	4,321,125	3,952,787.84	368,337
2600	2600 TIF FUNDS	3,134,465	3,134,465	3,931,717	-797,252
2700	2700 RID FUNDS	4,549,400	4,549,400	6,147,108	-1,597,708
3101	3101 INCOME TAX - CAPITAL PROJECT FUND	1,389,546	1,389,546	1,452,043.21	-62,497
6110	6110 WATER FUND	3,308,260	3,308,260	3,957,479.04	-649,219
6120	6120 WATER CAPITAL IMPROVEMENT FUND	1,546,576	1,546,576	664,811.45	881,765
6210	6210 SEWER FUND	1,470,536	1,470,536	1,310,909.41	159,627
6310	6310 STORM WATER FUND	501,800	501,800	652,193.99	-150,394
6410	6410 GARBAGE FUND	1,205,958	1,205,958	1,319,620.05	-113,662
TOTALS		50,822,247	50,822,247	56,383,798	-5,561,551

YTD BUDGET REPORT - EXPENSE DECEMBER 2024

FUND	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET
1110	1110 GENERAL FUND	20,516,360	23,451,594	20,224,085	826,329	2,401,180
2101	2101 INCOME TAX - PUBLIC SAFETY FUND	3,450,000	3,450,000	3,450,000	-	-
2210	2210 STREET FUND	3,224,783	3,217,983	1,946,949	159,295	1,111,739
2310	2310 FIRE - 1989 LEVY FUND	6,076,636	5,999,336	5,411,686	94,261	493,390
2360	2360 AMERICAN RESCUE PLAN ACT FUND	618,947	1,388,163	1,388,163	-	-
2410	2410 POLICE LAW ENFORCEMENT FUND	4,019,286	4,005,786	3,495,701	219,401	290,684
2600	2600 TIF FUNDS	2,592,586	3,192,586	3,060,172	-	132,414
2700	2700 RID FUNDS	4,642,857	5,589,857	4,815,671	-	774,186
3101	3101 INCOME TAX - CAPITAL PROJECT FUND	1,814,300	2,283,300	1,521,391	433,621	328,288
6110	6110 WATER FUND	3,888,889	3,888,889	3,566,429	95,088	227,372
6120	6120 WATER CAPITAL IMPROVEMENT FUND	1,715,000	1,715,000	506,583	549,745	658,672
6210	6210 SEWER FUND	1,520,462	1,520,462	1,327,595	-	192,867
6310	6310 STORM WATER FUND	597,064	597,064	352,719	34,003	210,341
6410	6410 GARBAGE FUND	1,239,168	1,281,168	1,221,500	-	59,668
TOTALS		55,916,338	61,581,188	52,288,646	2,411,743	6,880,800

Checks over \$15,000 December 2024		
NAME	INVOICE NET	INVOICE DESCRIPTION
B&N-KZF JOINT VENTURE LLC	67,350.00	CRITERIA ARCHITECT-NEW PW BLDG & FD STATION 62
BUTLER COUNTY WATER & SEWER DEPT	119,789.21	ACCT # 3048687-2055515
BUTLER COUNTY WATER & SEWER DEPT	108,979.61	NOVEMBER 2024 WASTE WATER
BURGESS & NIPLE, INC.	16,183.80	SR63 CORRIDOR STUDY
JESSE G HALL	26,334.00	MILLER'S CREEK EMBANKMENT RESTORATION PROJECT
JOHN R JURGENSEN COMPANY	238,635.81	2024 ASPHALT PAVING PROGRAM
KT HOLDEN CONSTRUCTION LLC	362,674.90	TIMRICK PLACE REHABILITATION PROJECT
RUMPKE OF OHIO, INC	89,356.00	CUSTOMER # 6300108176
WEX INC	17,964.62	FUEL FOR NOVEMBER 2024

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
8808 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2380 FAX(614)644-3188

TO

69042530020		NEW	PHILLY PETROLEUM LLC 1502 RODEN PARK MONROE OH 45050
PERMIT NUMBER		TYPE	
ISSUE DATE			
12/27/2024			
FILING DATE			
C1 C2			
PERMIT CLASSES			
09	066	A	E39710
TAX DISTRICT		RECEIPT NO.	

FROM 01/10/2025

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT	RECEIPT NO.	



MAILED

01/10/2025

RESPONSES MUST BE POSTMARKED NO LATER THAN.

02/21/2025
02/10/2025

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A NEW 6904253-0020

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF MONROE CITY COUNCIL
233 S MAIN ST
PO BOX 330
MONROE OHIO 45050