REQUEST FOR SEALED BIDS

FOR

VILLAGE HALL ROOF REPLACEMENT AND REPAIR PROJECT

VILLAGE OF CAMPTON HILLS, ILLINOIS

DATED: Thursday, October 15, 2026

DUE: Thursday, October 29, 2026

PUBLIC NOTICE

REQUEST FOR SEALED BIDS

BY VILLAGE OF CAMPTON HILLS, ILLINOIS

FOR VILLAGE HALL ROOF REPLACEMENT AND REPAIR PROJECT

NOTICE IS HEREBY GIVEN that the Village of Campton Hills, Illinois, is accepting sealed bids and repair quotations from qualified roofing contractors for the replacement and repair of the existing roof at Village Hall, located at 40W270 LaFox Road, Campton Hills, Illinois 60175.

The Village is requesting separate pricing for a complete roof replacement and an alternative repair of the existing roofing system. The purpose of this solicitation is to evaluate the scope, cost, and anticipated service life of each option before determining the appropriate course of action.

Contractors may submit pricing for either option or both options. Each proposal must clearly identify the scope of work, materials, total project cost, anticipated completion date, and applicable warranties.

Copies of this bid solicitation will be available electronically at https://camptonhills.illinois.gov no later than 5:00 p.m., Friday, October 16, 2026.

Questions regarding the bid process may be submitted to Austin Pollack by 4:00 p.m., Wednesday, October 28, 2026, via email apollack@camptonhills.illinois.gov

An optional pre-bid meeting will be held at 10:00 a.m. on Tuesday, October 27, 2026. The meeting will be held in person at the Campton Hills Village Hall at 40W270 LaFox Road, Suite B, Campton Hills, IL 60175.

Proposals are to be sealed and marked “Village Hall Roof Replacement and Repair Project” and received by 3:00 pm on Thursday, October 29, 2026 to:

Village of Campton Hills
Attn: Village Administrator
40W270 LaFox Road, Suite B
Campton Hills, IL 60175

Email is acceptable at apollack@camptonhills.illinois.gov

The Village Board reserves the right to accept or reject any or all proposals or any part thereof; waive any minor defects, irregularities or informalities; and to decide not to award any contract; or award a contract deemed to be in the best interests of the Village of Campton Hills.

1. Scope of Work

Option A: Complete Roof Replacement

Contractors shall submit a lump-sum bid for the complete replacement of the existing Village Hall roofing system.

The proposed work shall include, at a minimum:

1. Inspection and measurement of the existing roof and identification of existing conditions.
2. Removal and lawful disposal of the existing roofing materials, as necessary for the proposed roofing system.
3. Inspection of the underlying roof deck and identification of any damaged or deteriorated areas requiring replacement.
4. Installation of a new roofing system appropriate for the building, including required underlayment, insulation, flashing, ventilation, and associated materials.
5. Replacement or rehabilitation of roof penetrations, perimeter flashing, and drainage components as necessary to provide a complete, watertight roofing system.
6. Protection of the building, surrounding property, and occupied areas throughout construction.
7. Removal of construction debris, final site cleanup, and completion of all required inspections.

The proposed roofing system shall comply with applicable building codes, manufacturer installation requirements, and all relevant Village regulations.

Bidders shall identify the manufacturer, product specifications, material type, expected service life, and applicable warranty provisions.

Any anticipated repairs to the underlying roof deck or structural components shall be identified separately, with unit pricing provided for additional work that may be required following removal of the existing roofing materials.

Option B: Existing Roof Repair

Contractors are also requested to provide an alternative quotation for repairing the existing Village Hall roof to address current deficiencies and extend its useful service life.

The proposed repair work shall include:

1. Inspection of the existing roofing system and identification of damaged, deteriorated, or otherwise deficient areas.
2. Identification of existing or potential sources of water infiltration.
3. Repair or replacement of damaged roofing materials, flashing, sealants, penetrations, and other components necessary to restore the roof's watertight condition.

4. Evaluation of the existing drainage system and identification of any recommended corrective measures.
5. Identification of any underlying damage that may require additional repairs.
6. Final inspection and cleanup following completion of the work.

The repair quotation shall include a written assessment of the existing roof's condition, the proposed repair methodology, the anticipated remaining useful life following repairs, and any limitations or concerns associated with retaining the existing roofing system.

Contractors shall clearly identify whether the proposed repairs constitute a temporary measure or are reasonably expected to provide a longer-term solution.

The Village may request additional information or clarification regarding the feasibility of repairing the existing roof before determining whether to proceed with either option.

2. Proposal Requirements

Each proposal shall include the following information:

- Contractor's legal business name, address, telephone number, and primary contact information.
- Description of the proposed scope of work and materials to be used.
- With the lump-sum bid, bidders should include itemized project cost of separately identify the base roof-system price, insulation/cover-board scope, tapered-drainage work, scupper reconstruction as well as labor, materials, equipment, removal and disposal, and other associated expenses.
- Proposed project start date and estimated completion period.
- Manufacturer and contractor workmanship warranty information.
- Description and unit pricing for anticipated additional or unforeseen work including wet insulation or deck replacement.
- Evidence of required licensing and insurance.
- A minimum of three references for comparable commercial or municipal roofing projects completed within the past five years.
- Identification of any proposed subcontractors.

Contractors submitting a repair quotation shall also provide a written assessment of the roof's condition, recommended repair measures, anticipated remaining useful life, and any foreseeable limitations of the proposed repairs.

3. Prevailing Wage and Legal Compliance

The selected contractor and all subcontractors shall comply with all applicable federal, state, and local laws and regulations governing the project.

This includes, but is not limited to, the Illinois Prevailing Wage Act (820 ILCS 130/), including payment of applicable prevailing wage rates for Kane County and compliance with certified payroll reporting requirements.

The contractor shall also comply with applicable occupational safety regulations, building codes, licensing requirements, and all other laws governing the performance of public works.

The successful bidder shall furnish all insurance, bonds, certifications, and other documentation required by applicable law and the final contract documents.

4. Bond Requirement

Bid bonds aren't statutory for this project, but a payment/performance bond is required if the work is over $150,000. Even if the request for bid specifications didn't contain that fact, it's statutory and would be required in this contract.

5. Site Inspection

Interested contractors are encouraged to attend a pre-bid meeting and site inspection to evaluate the existing roofing system and familiarize themselves with project conditions.

Pre-Bid Meeting

Date: Tuesday, October 27, 2026

Time: 10:00 a.m.

Location: Village Hall, 40W270 LaFox Road, Suite B, Campton Hills, Illinois 60175

Contact: Austin Pollack, Village Administrator of Campton Hills, 630-524-6252

Contractors may arrange a site inspection by visiting the Village Hall during normal business hours before October 29. No destructive testing or removal of existing roofing materials shall occur. Any material clarifications or modifications to the solicitation will be issued by the Village through written addenda and made available to all prospective bidders.

6. Bid Submission and Opening

Sealed bids and repair quotations must be received by the Village no later than 3:00 p.m. on Thursday, October 29, 2026.

Proposals shall be delivered or emailed to:

Village of Campton Hills

Attn: Village Administrator

40W270 LaFox Road, Suite B

Campton Hills, IL 60175

Email: apollack@camptonhills.illinois.gov

RE: Village Hall Roof Replacement and Repair Project

Proposals received after the submission deadline will not be considered.

Bids will be publicly opened and read aloud at Village Hall on Friday, October 30, 2026 at 1 p.m.

Contractors may submit pricing for Option A, Option B, or both. All submitted pricing shall remain valid for a period of 60 calendar days following the bid opening.

7. Evaluation and Award

The Village will evaluate the submitted bids and repair quotations to determine the most appropriate course of action for the Village Hall roof.

The evaluation will consider the proposed scope of work, total project cost, contractor qualifications, materials, warranty coverage, expected service life, and compliance with the solicitation requirements.

The Village reserves the right to select either the complete roof replacement option or the repair option, subject to applicable competitive bidding requirements, available funding, and authorization by the Village Board.

For any option requiring competitive bidding under Illinois law, the contract shall be awarded to the lowest responsible bidder in accordance with applicable statutory requirements and Village ordinances.

The Village reserves the right to reject any or all bids, waive informalities or irregularities to the extent permitted by law, request clarification of submitted proposals, or decline to proceed with either option.

No work shall commence without a fully executed contract and written authorization from the Village.

8. Project Schedule

The selected contractor shall coordinate the proposed work schedule with Village staff to minimize disruption to Village Hall operations and public access. Contractors shall identify their anticipated start date, estimated construction duration, and any scheduling considerations or restrictions. It is ideal that the work is completed by November 27, 2026, however the Village is willing to work with the contractor.

The successful contractor shall coordinate all work with the Village and maintain appropriate safety measures throughout the project.

9. Questions and Additional Information

Questions regarding the project or requests for additional information shall be directed to:

Village Administrator
Village of Campton Hills
40W270 LaFox Road, Suite B
Campton Hills, IL 60175
Phone: 630-524-6252
Email: apollack@camptonhills.illinois.gov

All questions must be submitted by 4:00 p.m. on Wednesday, October 28, 2026. Responses to questions that materially affect the solicitation will be distributed through written addenda.

Attachment A — Building and Roof Description

****Bids for replacement should be for a 60-mil TPO system or a 60-mil EPDM system.**

Item	Observed / Reported Condition
Facility	Village of Campton Hills Village Hall, Campton Hills, Illinois
Approximate roof size	145 ft x 58 ft; approximately 8,500 sf
Roof type	Low-slope single-ply EPDM membrane; believed original to 2007 construction
Approximate age	19 years
Perimeter	Parapet configuration with aluminum cap
Drainage	Roof slopes generally east-to-west toward four approximately equidistant west-side scuppers
Scupper discharge	Exterior downspouts connected to PVC piping leading to underground stormwater drainage
Secondary drainage	No separate emergency/overflow drains or scuppers were observed
Probable insulation	Polyisocyanurate insulation is suspected based on observed facer; concealed assembly not verified
Roof deck	Material unknown; no observed reason to suspect structural distress
Reported leakage	West side of building; ceiling/window-header areas and reported lower-level/foundation leakage

Attachment B — Bids Specs and Quotation Form

See Next Page

SUPPLEMENTAL BID SPECIFICATION

Village Hall Roof Replacement and Repair Project

Village of Campton Hills, Illinois

Original Solicitation	Request for Sealed Bids dated September 22, 2026
Addendum No.	_1_____
Issue Date	_9-23-2026

This supplemental specification is intended to be issued by the Village as an addendum to the posted Request for Sealed Bids. All requirements of the original solicitation remain in effect except where specifically supplemented or modified herein.

1. Purpose and Order of Precedence

The purpose of this Supplemental Bid Specification is to establish a uniform technical basis for pricing the Village Hall roof project so that replacement and repair proposals can be compared on an equivalent scope. It supplements the posted Request for Sealed Bids for the Village Hall Roof Replacement and Repair Project.

- In the event of a conflict between this supplemental specification and the original solicitation, this supplemental specification shall govern for the technical roofing scope.
- Bidders remain responsible for all administrative, legal, insurance, prevailing-wage, scheduling, submission, and other requirements contained in the original solicitation.
- Approximate roof area is 8,500 square feet. Bidders shall field-verify dimensions, quantities, access, existing conditions, and required details before submitting pricing.

2. Mandatory Bid Structure

Replacement bidders shall provide pricing for at least one replacement system listed below. A replacement proposal that prices only one membrane type may be deemed incomplete unless the Village expressly waives this requirement by written addendum.

Bid Item	System	Requirement
A-1	60-mil White TPO Replacement	MANDATORY for all replacement bidders
A-2	60-mil EPDM Replacement	MANDATORY for all replacement bidders
B	Repair Existing EPDM	Separate repair quotation; may be submitted in addition to replacement pricing

The same common substrate, insulation, cover-board, drainage, flashing, warranty, and closeout requirements shall apply to Bid Items A-1 and A-2 unless a membrane-specific requirement is stated.

3. Existing Roof and Basis of Bid

- Facility: Village Hall, Village of Campton Hills, Illinois.
- Approximate roof dimensions: 145 feet by 58 feet; approximately 8,500 square feet.
- Existing roof: low-slope EPDM membrane believed original to approximately 2007 construction.
- Existing insulation: polyisocyanurate is suspected based on observed facer; concealed assembly and deck type have not been verified.

- Perimeter: parapet configuration with aluminum coping/cap.
- Drainage: roof generally slopes east-to-west toward four west-side scuppers connected to exterior downspouts and underground storm drainage.
- No separate emergency/overflow drains or scuppers were observed during the visual assessment.
- Reported leakage is concentrated along the west side of the building. Observed conditions included failed/open membrane transitions, seam deterioration, localized delamination, ponding at scuppers and around HVAC equipment, and multiple prior repairs.

4. Contractor and Manufacturer Qualifications

- Roofing contractor shall hold the Illinois roofing license required for commercial roofing work and shall furnish evidence of current licensure with the bid.
- Roofing contractor shall be approved or authorized by the proposed membrane manufacturer to install the specified system and obtain the specified manufacturer warranty.
- Manufacturer shall review and approve the proposed roof assembly, attachment method, flashing details, and substrate conditions before material procurement where required for warranty eligibility.
- Manufacturer shall perform any interim and final inspections required to issue the specified warranty. Contractor shall correct deficiencies identified by the manufacturer at no additional cost to the Village.
- Subcontractors performing electrical, gas-piping, mechanical, or other specialty work shall hold the licenses and qualifications required for their respective trades.

5. Common Requirements for Both Replacement Options (A-1 and A-2)

5.1 Removal and Preparation

- Remove the existing EPDM membrane, failed flashings, loose materials, incompatible repairs, and other roofing materials as necessary to receive the new warranted roof system.
- Protect the occupied building, entrances, vehicles, landscaping, mechanical equipment, and interior areas from weather and construction operations.
- Inspect exposed insulation, substrate, perimeter nailers, and roof deck as work progresses. Notify the Village before covering concealed deterioration or performing work beyond the bid scope.
- Do not leave the building exposed overnight or during inclement weather. Maintain watertight temporary protection at all times.

5.2 Insulation and Cover Board

- Retain existing insulation that is dry, sound, securely attached, dimensionally stable, and acceptable to the roofing manufacturer for inclusion in the warranted assembly.
- Remove and replace wet, deteriorated, delaminated, damaged, or otherwise unsuitable insulation. Replacement insulation shall be compatible polyisocyanurate of thickness and thermal value necessary to match adjacent conditions and maintain required roof geometry.
- Provide new 1/2-inch high-density gypsum roof cover board over the roof area, or a manufacturer-approved equivalent with comparable compressive strength, dimensional stability, and warranty eligibility.
- Provide additional tapered insulation, crickets, saddles, or localized build-up as required to correct deficient drainage and eliminate avoidable ponding, particularly around rooftop HVAC equipment and at drainage approaches.

5.3 Drainage and Scuppers

- Maintain positive drainage to the four existing west-side scuppers and correct localized conditions that obstruct drainage.
- Reflash all four scuppers as part of the replacement base scope. Remove failed membrane/flashing materials and reconstruct transitions using manufacturer-approved details.

- Existing scuppers and downspouts shall be reused where serviceable. Clean and water-test scuppers, downspouts, and accessible storm connections before completion.
- Correct loose, improperly seated, back-pitched, or otherwise deficient scupper conditions encountered during the work.
- Provide a separate additive alternate for replacement of all four scuppers and associated exterior downspouts with new compatible components, including complete integration with the roofing system and existing underground storm connections.

5.4 Parapets, Coping, and Flashing

- Existing aluminum parapet coping/cap shall be reused where serviceable. Carefully remove and reinstall sections where required to properly terminate new membrane flashing.
- Replace only damaged or unsuitable coping, cleats, fasteners, sealants, or related components as approved by the Village.
- Provide new manufacturer-approved base flashing, corner flashing, penetration flashing, terminations, sealant, and accessories required for a complete watertight system.

5.5 Rooftop HVAC and Penetrations

- Coordinate roofing work around all rooftop HVAC units, curbs, supports, piping, conduits, and penetrations.
- Provide positive drainage around equipment. Install tapered insulation, crickets, saddles, or other approved drainage corrections where existing geometry creates ponding.
- Where temporary lifting, disconnection, curb extension, or other mechanical work is required to complete proper flashing or drainage, coordinate such work with a qualified mechanical contractor. Replacement of HVAC equipment is not included unless separately authorized.
- Route or extend condensate discharge so that condensate does not create persistent uncontrolled ponding on the new roof surface.
- Provide compatible walk pads or protection pads at regular service locations and travel paths where recommended by the membrane manufacturer.

6. Membrane-Specific Requirements

6.1 Bid Item A-1 - TPO Replacement

- Provide a new white, reinforced TPO membrane, minimum 60-mil nominal thickness.
- System shall be fully adhered unless an alternate attachment method is specifically identified in the bid and accepted by the Village and roofing manufacturer.
- Seams and membrane-to-membrane flashing connections shall be hot-air welded in accordance with manufacturer requirements.
- Provide all factory-formed or field-fabricated accessories, reinforced corners, pipe boots, cover tape, coated metal, termination bars, and related components required by the manufacturer.

6.2 Bid Item A-2 - EPDM Replacement

- Provide a new reinforced or non-reinforced EPDM membrane, minimum 60-mil nominal thickness, as approved by the system manufacturer for the specified warranty.
- System shall be fully adhered unless an alternate attachment method is specifically identified in the bid and accepted by the Village and roofing manufacturer.
- Seams, flashings, and accessories shall use current manufacturer-approved seam tape, adhesives, primers, flashing membranes, and details.
- Provide all prefabricated or field-fabricated accessories, uncured flashing, pipe seals, termination bars, cover strips, and related components required by the manufacturer.

7. Replacement Warranty Requirements

- Manufacturer system warranty: minimum 20-year No Dollar Limit (NDL) or equivalent full-system warranty covering membrane, insulation/cover board attachment where included by the manufacturer, flashings, and other warranted roofing components.
- Contractor workmanship warranty: minimum five (5) years from date of substantial completion.
- Warranty shall not be limited to membrane material defects only.
- Bidder shall identify the exact manufacturer warranty proposed, exclusions, wind-speed coverage, hail coverage if any, required owner maintenance, and whether any deductible or inspection fee applies.
- Final manufacturer warranty and contractor warranty shall be delivered to the Village as a condition of final payment.

8. Bid Item B - Minimum Repair Scope for Existing EPDM

The repair option is intended to establish a minimum common scope. Bidders may recommend additional repairs, but may not omit the minimum items below without clearly identifying the omission and pricing impact.

- Repair or replace the failed westernmost membrane area, generally extending from the west parapet/transition to the first major field seam (approximately one 10-foot membrane-width, field verify), where loss of adhesion, seam distress, and facer delamination were observed.
- Open affected areas as necessary to inspect concealed insulation. Replace only wet, deteriorated, delaminated, or otherwise unsuitable insulation encountered within repair areas.
- Repair failed horizontal-to-vertical membrane transitions and perimeter/base flashing along the west side.
- Reflash and reseal all four west-side scuppers. Correct loose or deficient scupper conditions and restore positive drainage into each scupper.
- Repair membrane holes, open seams, failed patches, punctures, deteriorated flashing, and other visible defects identified during the contractor's preconstruction inspection.
- Correct localized ponding around HVAC equipment to the extent reasonably achievable within the repair scope, including localized tapered insulation/crickets or membrane reconstruction where required.
- Correct condensate discharge conditions that contribute to persistent ponding on the roof surface.
- Clean roof drains/scuppers and downspouts and perform a controlled water test of repaired drainage areas after completion.
- Provide a written post-repair condition statement identifying work performed, limitations, exclusions, and the contractor's estimate of remaining useful service life.

8.1 Repair Warranty

- Provide a minimum two (2) year contractor workmanship and leak warranty limited to the areas repaired under Bid Item B.
- The repair warranty shall not be represented as a warranty of the entire existing roof unless the bidder specifically offers such coverage in writing.
- A manufacturer warranty is not required for the repair option unless offered by the applicable roof-system manufacturer. Bidder shall identify any manufacturer warranty or restoration warranty available.

9. Separate Specialty-Trade Allowances / Line Items

The following work shall be priced separately from the roofing base bids so that the Village can compare roofing proposals on an equivalent basis. Work shall be performed by qualified contractors in the applicable trade.

Item	Scope	Bidder-Carried Amount
E-1	Rooftop electrical corrections, including testing/correction of GFCI receptacles, weatherproof covers, and related exterior electrical deficiencies identified by the qualified electrical contractor.	$_____
G-1	Clean and prepare corroded rooftop gas piping and supports and apply an approved corrosion-resistant protective coating; replace components only where found unsuitable and separately authorized.	$_____

10. Required Unit Prices for Unforeseen Conditions

Unit prices shall include labor, material, equipment, disposal, overhead, profit, and all incidental work. No unit-price work shall proceed without Village authorization. Final adjustment shall be based on verified installed quantities.

No.	Unit-Price Item	Unit	Price
1	Remove and replace existing polyisocyanurate insulation, matching adjacent thickness	SF / inch thickness	$_____
2	Additional tapered polyisocyanurate insulation beyond base-bid drainage corrections	SF	$_____
3	1/2-inch high-density gypsum cover board or approved equivalent	SF	$_____
4	Roof deck repair/replacement if deterioration is discovered; bidder shall state assumed deck type	SF	$_____
5	Wood nailer/blocking replacement	LF	$_____
6	Replacement aluminum coping/cap where existing material is not reusable	LF	$_____

No.	Unit-Price Item	Unit	Price
7	Additional membrane replacement beyond defined repair limits	SF	$_____
8	Additional seam/base-flashing repair under repair option	LF	$_____
9	Additional penetration flashing	Each	$_____
10	HVAC curb raising/extension or localized equipment support modification, excluding equipment replacement	Each	$_____

11. Additive Alternate - New Scuppers and Downspouts

- Provide a separate additive alternate to remove and replace all four existing west-side scuppers and associated exterior downspouts.
- New components shall be corrosion-resistant, sized not less than existing unless code/design calculations require otherwise, fully integrated with the new roofing system, and connected to the existing underground stormwater piping.
- Include all sheet-metal fabrication, membrane flashing, sealants, fasteners, transitions, supports, and testing required for a complete watertight installation.

12. Execution, Testing, and Closeout

- Perform work in accordance with the approved manufacturer's current installation instructions and accepted project details.
- Maintain safe access to Village Hall and coordinate work to minimize disruption to Village operations.
- Do not conceal wet, damaged, or deteriorated materials. Photograph concealed conditions before repair and document quantities used for unit-price adjustments.
- At completion, remove debris, clean roof and drainage components, and perform final water testing of scuppers and repaired drainage areas.
- Provide final roof photographs, manufacturer's final inspection/acceptance documentation, warranties, product data, maintenance requirements, emergency leak contact information, and a brief owner maintenance guide.
- Conduct a final walkthrough with the Village before final acceptance.

13. Supplemental Bid Price Schedule

Replacement bidders must complete at least one between A-1 and A-2. Bid Item B may be submitted as a separate repair quotation.

Bid Item	Description	Lump-Sum / Alternate Price
A-1	Complete 60-mil white TPO replacement, including common replacement scope	$_____

Bid Item	Description	Lump-Sum / Alternate Price
A-2	Complete 60-mil EPDM replacement, including common replacement scope	$_____
B	Existing EPDM repair - minimum repair scope	$_____
ALT-1	Replace all four scuppers and associated exterior downspouts	$_____
E-1	Electrical allowance / line item	$_____
G-1	Gas-piping corrosion treatment allowance / line item	$_____

Manufacturer proposed for A-1 (TPO): _____

Manufacturer proposed for A-2 (EPDM): _____

20-year NDL/system warranty included for A-1: ☐ Yes ☐ No

20-year NDL/system warranty included for A-2: ☐ Yes ☐ No

5-year contractor workmanship warranty included for A-1/A-2: ☐ Yes ☐ No

2-year repaired-area workmanship/leak warranty included for B: ☐ Yes ☐ No

Estimated construction duration - replacement: _____

Estimated construction duration - repair: _____

14. Bidder Acknowledgment of Addendum

By submitting a bid, the bidder acknowledges receipt of this Supplemental Bid Specification / Addendum and agrees that the applicable requirements are included in the submitted pricing.

Contractor / Company	
Authorized Representative	
Signature	
Date	