



Ingham County Land Bank Fast Track Authority

3024 Turner Street • Lansing, Michigan 48906 • phone (517) 267-5221

Request for Proposal Single-Family Residential Flat Roof Replacement at

1221 N. Grand River Ave. Lansing, MI 48906

RFP: ROOF 09-2026

Introduction:

The Ingham County Land Bank Fast Track Authority (ICLB) is requesting proposals for a Single-Family Residential Roof Replacement. This project was established for critical home repairs.

Vendor selection will be based upon proposal submitted to the Ingham County Land Bank by ICLB staff, and it is the intent of ICLB to award to the lowest, most qualified, and responsible bidder.

Release Date: September 16, 2026

Contractor to bid: General with Trades

Bid Due by: October 2, 2026, noon

Bid Opening: October 2, 2026, noon

At: Ingham County Land Bank Office, 3024 Turner St, Lansing, MI 48906

If you have any questions about this Request for Proposal, please feel free to contact:

- Tony Olivarez, Construction Manager, tolivarez@ingham.org
- Scott Doerfler, Construction Field Coordinator, SDoerfler@ingham.org

attached form.) Said Notarized statement may be placed on file prior to the submission of any Proposals and updated as the status of the authorized individuals change, or may be submitted with each proposal.

6. CERTIFICATE OF INSURANCE

All bidders shall have on file with the Ingham County Land Bank certificates of all such insurance required under "General Instructions, INSURANCE" within seven (7) calendar days after receipt of the notice of award (see Section 4 above), unless said certificates are already on file. Further insurance and certificates must include an endorsement providing for ten (10) days prior written notice to the Ingham County Land Bank of termination, expiration, or material change of terms.

7. LOCAL VENDOR PREFERENCE

Preference will be given to a vendor who operates a business within the legally defined boundaries of Ingham County. To be considered a local vendor, the Respondent must complete the "Local Vendor Certification Form" included in this bid packet.

8. PERFORMANCE BOND for bids over \$99,999.00

For contract amounts above \$99,999.00, a performance bond in the amount of 100% of the contract price must be procured by the contractor and presented to the Ingham County Land Bank within one week of bid qualification.

9. CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 517 OF 2012

All bidders must complete the attached Certificate of Compliance with Public Act 517 of 2012, by which the bidder certifies that neither it nor any of its successors, parent companies, subsidiaries, or companies under common control, is an "Iran Linked Business" engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. In the event it is awarded a Contract as a result of this solicitation, the bidder will not become an "Iran linked business" during the course of performing the work under the Contract.

10. ACCEPTANCE AND REJECTION

A Contract shall be formed between the parties hereto by the Ingham County Land Bank's acceptance of the Contractor's proposal, and it will be effective on the date stated on the Bid Specification/Proposal form. Upon acceptance by the Ingham County Land Bank, a copy of the Contract (see draft attached) will be returned to the Contractor as his/her official notification of award. The Contract, however, shall not be in force until the Contractor has complied with all the requirements of insurance and received the Proceed to Work Notice from the Ingham County Land Bank set forth herein. By the execution of the Contract, the Contractor and the Ingham County Land Bank hereby covenant in respect to any part of this Proposal and Contract. The Ingham County Land Bank reserves the right to waive irregularities and to reject bids.

REQUEST FOR BID

ROOFING SPECIFICATION · TEAR-OFF & REPLACEMENT

PVC Roofing System — Installation Specification

PROJECT

1221 N. Grand River Ave., Lansing, MI 48906

RFP

ROOF 09-2026

DATE

September 16, 2026

PREPARED BY

Ingham County Land Bank

ROOF AREA / TYPE

~2,538 SF — Low-slope / Flat



RFB

Request for Bid

The Ingham County Land Bank is soliciting bids from qualified, licensed roofing contractors for the tear-off and replacement of the roof system at the property referenced above. Interested contractors should review this specification in full and submit a bid in accordance with the scope of work outlined herein. Site visits may be coordinated through the contacts listed below.

ISSUING AGENCY	CONTACT
Ingham County Land Bank 3024 Turner Street Lansing, MI 48906 517-267-5221 info@inghamlandbank.org	Tony Olivarez , Construction Manager 517-267-5221, ext. 2383 tolivarez@ingham.org Scott Doerfler , Construction Field Coordinator 517-267-5221, ext. 2380 sdoerfler@ingham.org

1

Scope of Work

This specification covers the complete removal (demolition) of the existing roof system down to the structural deck, inspection and repair of the deck, and installation of a new single-ply PVC (polyvinyl chloride) roofing membrane system, including insulation, flashings, edge metal, penetrations, and drainage components.

- Replace damaged deck sections with matching material and gauge/thickness prior to insulation installation.
- Notify Ingham County Land Bank in writing of any structural deficiencies discovered; obtain approval before proceeding over repaired areas.

3.4 Debris Removal & Disposal

- Continuous daily cleanup of tear-off debris; no overnight accumulation of loose debris on roof.
- Legal disposal/recycling of removed materials per local regulations (note: older membranes may require asbestos testing prior to disposal if roof pre-dates 1990).
- Final magnetic sweep of adjacent grounds/parking areas for dropped fasteners.

4 Part 2 — New PVC Roof System Installation

4.1 Materials

COMPONENT	SPECIFICATION
Membrane	Johns Manville, TPO membrane, 60 mil, white
Insulation	2 layers of polyisocyanurate insulation, R-11.4 per layer, mechanically fastened to the structural deck
Fasteners	Factory-approved corrosion-resistant fasteners and plates, per wind-uplift design
Flashing	Reinforced PVC flashing membrane, manufacturer-matched
Edge Metal	24 gauge aluminum/steel, white, fabricated per SMACNA standards
Walkway Pads	PVC walkway rolls/pads at all service access points
Sealants	Manufacturer-approved PVC-compatible sealant only (do not use asphalt-based products)

4.2 Wind Uplift / Attachment Design

- Confirm fastening pattern (mechanically attached, fully adhered, or induction-welded) per site-specific wind uplift calculation and FM/UL rating required.
- Insulation and cover board fastening pattern per manufacturer's wind uplift chart for the building's exposure category and height.

4.3 Insulation & Cover Board Installation

1. Install insulation boards in a staggered pattern with tight joints (max 1/4" gap), attached per approved fastening pattern.
2. Install cover board over insulation, joints staggered from insulation layer below, fastened or adhered per system design.
3. Tapered insulation installed at drains and low points to achieve minimum 1/4" per 12" slope to drainage.

7 Warranty

- New membrane system to carry manufacturer's 20-year NDL (No Dollar Limit) warranty, contingent on manufacturer inspection and approval.
- Contractor workmanship warranty: 2 years from date of substantial completion.

8 Cleanup & Closeout

- Remove all construction debris, packaging, and equipment from site.
- Final magnetic sweep of roof and ground-level landing/staging areas.
- Provide owner with warranty documentation, as-built roof plan, and maintenance guidelines.

REQUEST FOR BID — BID SHEET

ROOFING SPECIFICATION · BID SUBMISSION FORM

PVC Roofing System — Bid Sheet

PROJECT

1221 N. Grand River Ave., Lansing, MI 48906

RFP

ROOF 09-2026

DATE

September 16, 2026

PREPARED BY

Ingham County Land Bank

ROOF AREA / TYPE

~2,538 SF — Low-slope / Flat



1 Bidder Information

COMPANY NAME

COMPANY ADDRESS

CONTACT NAME

TITLE

PHONE

EMAIL

MICHIGAN CONTRACTOR LICENSE #

FEDERAL EIN

2 Scope Reference

This bid is submitted in accordance with the *PVC Roofing System — Installation Specification* for the above-referenced project, dated September 16, 2026, RFP# ROOF 09-2026 including full tear-off/demolition of the existing roof and installation of a new Johns Manville TPO membrane roof system. **The front porch roof is not included in this bid.**

5**Schedule**

ANTICIPATED START DATE

ANTICIPATED COMPLETION DATE

ESTIMATED DURATION (CALENDAR DAYS)

6**Warranty Confirmation**

- Manufacturer's 20-year NDL (No Dollar Limit) warranty — confirmed ☐ Yes ☐ No
- Contractor workmanship warranty of 2 years from substantial completion — confirmed ☐ Yes ☐ No

7**Certification**

By signing below, the bidder certifies that they have reviewed the full PVC Roofing System Installation Specification, are licensed and insured to perform this work in the State of Michigan, and that the bid amount above reflects the complete cost of labor, materials, equipment, and disposal required to complete the work as specified.

AUTHORIZED SIGNATURE

DATE

PRINTED NAME & TITLE

COMPANY NAME

PREMISES EXAMINATION ANNOUNCEMENT

Ingham County Land Bank Fast Track Authority
3024 Turner Street • Lansing, Michigan 48906 • phone (517) 267-5221

Project:	1221 N. Grand River Ave., Lansing, MI 48906
RFP:	ROOF 09-2026
Scope:	Single-Family Residential Flat Roof Replacement (PVC roofing system)
Issued By:	Ingham County Land Bank

Notice of Premises Examination

The Ingham County Land Bank Fast Track Authority (ICLB) will hold a scheduled premises examination for all prospective bidders on the above-referenced Request for Proposal. Contractors are strongly encouraged to attend, as this will be the only opportunity for contractors to enter the residence prior to bid submission.

Date:	Wednesday, September 23, 2026
Time:	12:00 p.m. – 2:00 p.m.
Location:	1221 N. Grand River Ave., Lansing, MI 48906

Important Notes

- This is the **ONLY** opportunity for contractors to enter the residence prior to submitting a bid.
- Contractors should arrive within the 12:00 p.m. – 2:00 p.m. window on September 23, 2026 to examine the premises and take any measurements needed for their proposal.
- ***Please note that construction is currently taking place on N. Grand River Ave., and as a result, street parking is not available in front of the residence. Parking is available just north of the residence in the plaza located at the corner of N. Grand River Ave. and Willow***
- Per Section 3 (Examination of Premises) of the RFP, the Contractor is responsible for familiarizing themselves with local conditions affecting the job, taking their own measurements, and reporting any variance between the Contract documents and field conditions to the Ingham County Land Bank.
- No allowances will be made for errors or omissions resulting from failure to examine the premises during this scheduled opportunity.

Contractor and Subcontractor Summary**Property Address: 1221 N. Grand River Ave. Lansing, MI 48906**

Instructions: Complete this page and list prices on all line items in the Technical Specifications. Submit this cover sheet, all pages of the Technical Specifications and any Addendums attached to the Ingham County Land Bank by the stated Due Date to be considered. Failure to complete all items may result in disqualification. All questions should be directed to the contact person listed on your Invitation to Bid.

Name of Contractor Submitting Bid: _____ **Total Amount of Bid:** _____

Contact Person: _____ Phone #: _____ E-mail: _____

Address: _____
(street) (city) (zip code)Are you a Local Vendor? ☐ Yes ☐ No
(Main operations are in Ingham County)

Subcontractors (if any): List your subcontractors, including their business address, and an approximate dollar value of each contract. If your subcontractors qualify as a Women-Owned Business (WOB), a Minority Owned Business (MOB), or Section 3 Business, please check the correct box.

Business Name	Owner's Name	Street Address	City	Zip Code	Dollar Value	Check Any That Apply
						☐ MOB ☐ WOB ☐ Section 3
						☐ MOB ☐ WOB ☐ Section 3
						☐ MOB ☐ WOB ☐ Section 3
						☐ MOB ☐ WOB ☐ Section 3
						☐ MOB ☐ WOB ☐ Section 3
						☐ MOB ☐ WOB ☐ Section 3

(use additional sheets if you need more space)

Date Submitted: _____ Signed: _____

Attach details of your Bid to this sheet as provided.

Certifications and Authorized Signatures

Return with your Proposal package

Upon notice of acceptance of this packet, Respondent will execute a Contract Agreement and deliver properly executed insurance certificates to the Ingham County Land Bank within seven (7) days.

ADDRESS, LEGAL STATUS, AND SIGNATURE OF RESPONDENT

The undersigned does hereby designate the address, given below, as the legal address to which all notices, directions, or other communications may be served or mailed.

P.O. Box (if applicable): _____

Street: _____

City: _____ State _____ ZIP _____

Phone: _____ Fax: _____

Email: _____

The undersigned does hereby declare that it has legal status checked below:

☐ Individual ☐ Limited Liability Corporation (LLC)
☐ Partnership ☐ Corporation, State of Incorporation: _____

The names and address of all persons indicated in this Bid Proposal are as follows:

NAME

ADDRESS

NAME	ADDRESS

This Proposal Packet is submitted in the name of

(Vendor)

Respondent hereby certifies that the information provided in their submittal to ICLB is accurate and complete, and they are duly authorized to sign. Respondent hereby certifies that they have reviewed the RFP in its entirety and accepts its terms and conditions.

Signed: _____ Date _____

Print name:

Title:

Certificate of Compliance with Public Act 517 of 2012

I certify that neither _____ (Company), nor any of its successors, parent companies, subsidiaries, or companies under common control, are an "Iran Linked Business" engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. In the event it is awarded a Contract as a result of this Request for Proposals, Company will not become an "Iran Linked Business" during the course of performing the work under the Contract.

NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN \$250,000.00 OR TWO TIMES THE AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

(Name of Company)

By: _____

Date: _____

Title: _____

Subscribed to and sworn before me,

a Notary Public, on this _____ day of _____, 2026.

_____, Notary Public

_____ County, State of Michigan

Acting in _____ County, Michigan

My Commission Expires: _____

ELECTRICIAN (TOWNSHIPS OF ALAIEDON, AURELIUS,
DELHI, INGHAM, LANSING, LEROY, LOCKE, MERIDIAN,
VEVAY, WHEATFIELD, WHITE OAK AND WILLIAMSON).....\$ 31.20
10.97

ENGI0325-029 06/01/2025

Rates

Fringes

OPERATOR: POWER EQUIPMENT: GROUP 3 BULLDOZER;
CRANE; GRADER/BLADE; LOADER; SCRAPER FOOTNOTES:
CRANE OPERATOR WITH MAIN BOOM AND JIB 300' OR
LONGER: \$1.50 PER HOUR ABOVE THE GROUP 1 RATE.
CRANE OPERATOR WITH MAIN BOOM AND JIB 400' OR
LONGER: \$3.00 PER HOUR ABOVE THE GROUP 1 RATE.
PAID HOLIDAYS: NEW YEAR'S DAY, MEMORIAL DAY, FOURTH
OF JULY, LABOR DAY, THANKSGIVING DAY AND CHRISTMAS
DAY.....\$ 44.00
25.25

OPERATOR: POWER EQUIPMENT: GROUP 2 CRANE OPERATOR
WITH MAIN BOOM AND JIB 140' OR LONGER, TOWER CRANE,
GANTRY CRANE, WHIRLEY DERRICK FOOTNOTES: CRANE
OPERATOR WITH MAIN BOOM AND JIB 300' OR LONGER:
\$1.50 PER HOUR ABOVE THE GROUP 1 RATE. CRANE
OPERATOR WITH MAIN BOOM AND JIB 400' OR LONGER:
\$3.00 PER HOUR ABOVE THE GROUP 1 RATE. PAID
HOLIDAYS: NEW YEAR'S DAY, MEMORIAL DAY, FOURTH OF
JULY, LABOR DAY, THANKSGIVING DAY AND CHRISTMAS
DAY.....\$ 45.68
25.25

OPERATOR: POWER EQUIPMENT: GROUP 1 CRANE OPERATOR
WITH MAIN BOOM AND JIB 400', 300', OR 220' OR
LONGER. FOOTNOTES: CRANE OPERATOR WITH MAIN BOOM
AND JIB 300' OR LONGER: \$1.50 PER HOUR ABOVE THE
GROUP 1 RATE. CRANE OPERATOR WITH MAIN BOOM AND
JIB 400' OR LONGER: \$3.00 PER HOUR ABOVE THE GROUP
1 RATE. PAID HOLIDAYS: NEW YEAR'S DAY, MEMORIAL
DAY, FOURTH OF JULY, LABOR DAY, THANKSGIVING DAY
AND CHRISTMAS DAY.....\$ 48.98
25.25

IRON0025-004 06/01/2025

INSTALLATION.....\$ 32.00
10.73

SUMI2010-012 09/16/2010

Rates

Fringes

TRUCK DRIVER: DUMP TRUCK.....\$ 17.00
5.71

OPERATOR: BOBCAT/SKID STEER/SKID LOADER.....\$ 17.66
7.65

OPERATOR: BACKHOE/EXCAVATOR.....\$ 19.94
5.46

LABORER: PIPELAYER.....\$ 17.95
5.46

LABORER: LANDSCAPE.....\$ 9.64
2.81

LABORER: COMMON OR GENERAL.....\$ 17.21
5.46

CEMENT MASON/CONCRETE FINISHER.....\$ 19.27
5.85

CARPENTER, EXCLUDES FORM WORK.....\$ 17.64
6.70

WELDERS - Receive rate prescribed for craft performing
operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick
Leave

for Federal Contractors applies to all contracts subject to
the

Davis-Bacon Act for which the contract is awarded (and any
solicitation was issued) on or after January 1, 2017. If
this

contract is covered by the EO, the contractor must provide
employees with 1 hour of paid sick leave for every 30 hours
they work, up to 56 hours of paid sick leave each year.

Employees must be permitted to use paid sick leave for their
own illness, injury or other health-related needs, including
preventive care; to assist a family member (or person who is

The body of each wage determination lists the classifications and wage rates that have been found to be prevailing for the type(s) of construction and geographic area covered by the wage determination. The classifications are listed in alphabetical order under rate identifiers indicating whether the particular rate is a union rate (current union negotiated rate), a survey rate, a weighted union average rate, a state adopted rate, or a supplemental classification rate.

Union Rate Identifiers

A four-letter identifier beginning with characters other than ?SU?, ?UAVG?, ?SA?, or ?SC? denotes that a union rate was prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2024. PLUM is an identifier of the union whose collectively bargained rate prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. The date, 07/01/2024 in the example, is the effective date of the most current negotiated rate.

Union prevailing wage rates are updated to reflect all changes over time that are reported to WHD in the rates in the collective bargaining agreement (CBA) governing the classification.

Union Average Rate Identifiers

The UAVG identifier indicates that no single rate prevailed for those classifications, but that 100% of the data reported for the classifications reflected union rates. EXAMPLE: UAVG-OH-0010 01/01/2024. UAVG indicates that the rate is a

adopted under 29 C.F.R 1.3(g)-(h). Example: SAME2023-007
01/03/2024. SA reflects that the rates are state adopted. ME
refers to the State of Maine. 2023 is the year during which
the
state completed the survey on which the listed
classifications
and rates are based. The next number, 007 in the example, is
an
internal number used in producing the wage determination.
The date, 01/03/2024 in the example, reflects the date on
which
the classifications and rates under the **SA** identifier took
effect under state law in the state from which the rates were
adopted.

WAGE DETERMINATION APPEALS PROCESS

1) Has there been an initial decision in the matter? This can
be:

- a) a survey underlying a wage determination
- b) an existing published wage determination
- c) an initial WHD letter setting forth a position on
a wage determination matter
- d) an initial conformance (additional classification
and rate) determination

On survey related matters, initial contact, including requests
for summaries of surveys, should be directed to the WHD Branch
of Wage Surveys. Requests can be submitted via email to
davisbaconinfo@dol.gov or by mail to:

Branch of Wage Surveys
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

Regarding any other wage determination matter such as
conformance decisions, requests for initial decisions should be
directed to the WHD Branch of Construction Wage
Determinations.

Requests can be submitted via email to BCWD-Office@dol.gov or
by mail to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

[illegible]

(over)

Please review forms. However, if awarded bid, contractor will be required to enter payroll in LCP Tracker, an electronic payroll system instead of using these forms.