Video
To join the meeting, click on the link below or copy and paste into your preferred web browser:  https://zoom.us/j/632627219?pwd=Q2gvUVEwd0JuQ0R3TE9qWE9LTk9kQT09

Audio
Upon joining the meeting, you will have the option to use either your computer mic and speakers for audio interaction, or participate by phone. If you are not using your computer speakers and mic to interact in the meeting, you may use the dial- option below:

Dial by your location
(669) 900-6833 US (Western US)
(929) 205-6099 US (Eastern US)

Meeting ID: 632 627 219
Password: 04408
* At the start of the meeting enter your name when prompted *

8:00 AM ADMINISTRATIVE SESSION (OPEN)

. PRESENTATION OF ROOF & SHINGLE BID

Documents:
Invitation for Bid Facilities Roof Repair and Installation.pdf
Trinity Proposal Package (IFB)- Park County GOV. - Lake George.Bailey
Animal Control.pdf
BOCC Presentation Report.staff.pdf

The purpose of a work session is to provide for a free and open dialogue. Discussions are not limited to those items being on the agenda. NOTE: This WORK SESSION agenda may be modified with items either being added or deleted. Please check Website "parkco.us" for most updated agendas. If you need further information, please contact the BOCC (Board of County Commissioners) office at 719-836-4201.
Questions regarding this Invitation For Bid (IFB) shall be directed to Jeremy Steffen; Procurement Specialist, 719.836.4278 (Phone), jsteffen@parkco.us.

Background

The purpose of this IFB is to select a qualified contractor to repair and replace roof shingles. A complete cost breakdown of all materials and installation hardware will be provided by all bidders. Labor cost for installation shall be fully disclosed.

Scope of Work

A. Expected to include, but not be limited to, tasks identified below.
   B. Provide itemized list of labor and materials used to replace and repair roof shingles.
      i. Remove old asphalt shingles
      ii. Install new metal roofing
      iii. Disposal of all job site materials.
      iv. Quantity of materials shall be verified by bidder/contractor
   C. Location(s) of service requested;
      i. Lake George substation
      ii. Bailey animal control (dog pound)
   D. Analyze and monitor all related OSHA rules and regulations in regards to project.
   E. Submit monthly reports to Park County Finance Department in regards to construction site lifecycle.
   F. Conduct in coordination with County Finance staff subrecipient monitoring, if applicable, as required by uniform guidance.
   G. Review and monitor, in coordination with County Finance staff, that all related expenditures comply with uniform guidance and other county policies.
      • Park county reserves the right to add, modify, or delete tasks and job sites as necessary; any such action shall be formalized by a written amendment to the contract.
   H. All materials must meet industry standards and shall only use approved materials. Please reference approved product list.
   I. If subcontractor is to be used by the bidder Park County shall have final approval of said subcontractor.

Address/Location of Job Site(s)

1. Lake George/Sheriff substation
2. Bailey Animal Control  
59865 US Hwy 285, Bailey, CO 80421

Work Zone Preparation

Park County Government Public Works Department will provide paid labor and staffing to prepare the job site(s) for use. Necessary job site preparations including but not limited to cleaning will be completed before winning bidder arrives at the job site(s).

Deliverables

Upon completion of the assessment, bidder/contractor shall provide a report that includes the findings of the assessment and recommendation for distribution plan and timeline. It shall include a summary of the construction lifecycle. An itemized list of labor, product cost, fees and all other financial matters shall be fully disclosed. Upon completion of assessment by bidder, contractor may provide a copy of assessment and recommendations. Alternative repair materials, installation methods and build management may be considered by Park County Public Works. If necessary please attach alternate build instructions with original bid document.

Materials Specifications and Cost (Approved product list)

- Install new ‘Pro-Panel 2’ metal roofing and trim
  - Reference - [https://www.metalsales.us.com/products/pro-panel-ii/](https://www.metalsales.us.com/products/pro-panel-ii/)
  - 25-year manufacturer’s warranty
  - Color preference will be disclosed
- Trim to include rakes, eaves, sidewalls and cap.
- Installation of new roof to include required ice and water shield including synthetic underlayment
  - High temperature rated material
  - Designed for use under metal roofs
  - Synthetic underlayment
- Quantity of materials shall be verified by bidder/contractor
- Lake George
  - 27 total squares (shingle count)
    - 82 feet of ridge
  - Total expenses including material, labor and fees will not exceed $34,000.00.
- Bailey Animal Control
  - 13 total squares (shingle count)
    - 70 feet of ridge
  - Total expenses including material, labor and fees will not exceed $17,000.00.
- Total project cost for both job sites will not exceed $51,000.00.
Job site will be cleaned throughout construction lifecycle including hall away and disposal of all materials.

Permit(s)

Bidder(s) shall be responsible for application and obtainment of all Local, County, State and Federal permits required to cover the project(s) build.

Schedule

Proposals will be reviewed and, if necessary, follow-up questions may be issued to one or more bidders/contractors. The goal is to have an assigned contractor as soon as possible. The County will provide copies of relevant documents for contractors use. After a bid has been accepted by the County the winning bidder shall provide a timeline to complete the project. The County will inspect the progress of the build checking materials, installation and labor expenses throughout the duration of the build. The Public Works department is aware of supply chain issues that may adversely affect the start, build and completion of the project(s).

After an award has been granted to the winning bidder a construction team must be mobilized at the job site(s) within 14 days of notice of award. Potential onsite staff includes surveyors, engineers, management, laborers, inspectors and other authorized staff.

Project build lifecycle from onsite start to finish is approximately 21 days.

Bid Posting Location(s), Begin and Closure Dates

Park County will publicly post (list) this project on the following websites;

https://www.parkco.us/bids.aspx

https://www.bidnetdirect.com/colorado/parkcountypublicworks

You may also see a printed advertisement in the local newspaper, “The Flume.”

https://www.theflume.com/

The bid will be live posted on 8.31.2021. Contractors will be able to submit questions including formal bids at this time. The bid will close on 9.22.2021 at 12:00 AM MST.

Pre-Proposal Inquiries

**Proposals/References**

Proposals shall be submitted to the project contact via email by 9.21.2021. Proposals shall include a statement of understanding; proposed team members and their qualifications; team experience on similar projects; a proposed approach and schedule; and any suggested changes to the scope of work. Please include 3 professional references that demonstrate experience with similar construction repair and operation contracts.

**Warranty**

Contractor(s) is required to provide a 3-year warranty for all work completed. The warranty period shall cover all defects in materials and craftsmanship.

**Insurance**

Contractor shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons and/or damages to property. Aforementioned injuries and/or property damage(s) may arise from General Contract Terms and Provisions compliance. The performance of said Contractor, his agents, representatives, employees or subcontractors and their collective work/labor must be professionally licensed and insured.

Contractor shall provide, at a minimum, the following:

A. **Commercial General Liability**

Insurance Services covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury, and personal and advertising injury with limits no less than $1,000,000.00 per occurrence.

B. **Commercial Automobile Liability**

Insurance Services covering any auto or, if Contractor has no owned autos, hired and (non-owned), with limit no less than $1,000,000.00 per accident for bodily injury and property damage.

C. **Workers' Compensation**
Insurance as required by the State of Colorado, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than $1,000,000.00 per accident for bodily injury or disease.

D. Professional Liability (Errors and Omissions)

For consultant contracts, insurance appropriate to Consultant’s profession, with limit no less than $1,000,000.00 per occurrence or claim, $3,000,000.00 aggregate.

If Contractor maintains broader coverage and/or higher limits than the minimums shown above, Park County requires and shall be entitled to the broader coverage and/or the higher limits maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Park County.

Tax Exemption

Government Agencies & Offices

Colorado statute exempts from state and state-collected sales tax all sales to the United States government and the state of Colorado, its departments and institutions, and its political subdivisions (county and local governments, school districts and special districts) in their governmental capacities only (§39-26-704.1, C.R.S.). For more information, review FYI Sales 63.

Immigration Status of Employees/Independent Contractors

IMPORTANT: Colorado law imposes obligations on employees to verify the immigration status of their employees that extend beyond the obligations imposed by federal law.

Colorado law (C.R.S. § 8-2-122) imposes the following additional requirements:

(1) Within 20 days after hiring each new employee, an authorized representative of the employer must sign an affirmation that the employer has complied with all of the immigration laws.

(2) The employer must retain legible copies of both the affirmation and the documents required by federal law to verify immigration status. This means that the employer must retain the Form I-9 for the employee AND a copy of the documents the employer examines in the course of completing the Form I-9. The Division of Labor and Employment may conduct random audits of employer files for compliance with this document retention law. To comply with the affirmation requirement, it is recommended that employers download the “Affirmation of Legal Work Status” form from the Division of Labor and Employment website. This form is available at: http://www.coworkforce.com/lab/AffirmationForm.pdf.

Independent Contractor Requirements
Colorado law requires all public entities (including charter schools) to include numerous certifications and covenants in all of their personal services contracts with independent contractors regarding the immigration status of the independent contractor’s employees and subcontractors. See C.R.S. § 8-17.5-102.

In addition, if the personal services contractor is an individual or a sole proprietorship (i.e., not a corporation or other form of legal entity), the contractor must sign an affidavit verifying immigration status. § 24-76.5-103.

**Bid Withdrawal/Cancelation**

Any decision to permit or deny correction or withdrawal of a bid shall be supported by a written determination prepared by the director, head of a purchasing agency or their designee. Bidder shall be notified of specific reason for cancelation including requirements that were not met. Any contractors listed as unacceptable by Park County Government or the State of Colorado will not be allowed to bid on said projects.
As a Colorado-based, woman-owned commercial roofing company, Trinity Commercial Roofing has the expertise and experience to complete your commercial, industrial, or multi-family roofing project.

From the top down, both our leadership and our team members are committed to a higher ethical standard. These ethics are ingrained in and embraced by each person at Trinity. Simply, we treat customers the way we want to be treated.

Our company is fully-insured, certified, and are insurance claims specialists. We proudly serve Colorado and Texas.

TRINITY COMMERCIAL ROOFING

ADDRESS  6155 S. Main St., Suite 250
           Aurora, CO 80016
OFFICE    720.648.7663
WEBSITE   TCRcolorado.com

PROPOSAL FOR:
Park County Government Board of County Commissioners

P.O. Box 1373
Fairplay CO 80440

Due Date September 22, 2021; 12:00a

Prepared by:
Trinity Commercial Roofing
6155 S. Main St., Ste 250
Aurora, CO 80016
Proposal for

PARK COUNTY
GOVERNMENT
Board of County
Commissioners

On-Call Roofing-Portfolio wide
IFB Facilities Department - Roof
and Shingle Repair

Revised 8.31.2021

Prepared by

Trinity Commercial Roofing
6155 S. Main St., Ste 250
Aurora, CO 80016

This Offer includes proprietary or confidential information that shall not be disclosed outside the Denver Housing Authority (Authority), and/or the Authority’s evaluation committee, and shall not be duplicated, used, or disclosed, in whole or in part, for any purpose other than to evaluate the proposal. If a contract is awarded to Trinity Commercial Roofing, the Authority shall have the right to duplicate, use or disclose the
Park County Government - IFB - Facilities Department -

Roof and Shingle Repair

To: Park County Government Board of County Commissioners
Date: September 21st, 2021
Job Address: 39145 US-24, Lake George, CO 80827 / 59865 US Hwy 285, Bailey, CO 80421

Statement of Understanding

This is a letter of understanding between the Park County Government Board of County Commissioners located in Fairplay, Colorado, and Trinity Construction Services, LLC DBA Trinity Commercial Roofing of the scope of work at the (2) site locations: The removal and disposal of the existing shingle systems down to roof decking, and the installation of new standing seam metal roofs (SSMR) at mentioned sites.

Specified roof panel is the “Pro-Panel 2” metal roofing with associated trims and accessories, and High-Temperature underlayment which includes an ice and water shield. SSMR materials are to come with a 25-year manufacturer’s warranty, a 3-year workmanship warranty. The color preference of the roof panels will be disclosed by the board at a later time.

The Lake George roofing site is composed of ~27 squares with ~82’ of ridge, ~164’ of eave, ~32’ of step flashing, ~116’ of rake, and (9) roof penetrations.

The Baileys Animal Control roofing site is composed of ~13 squares with ~70’ of ridge, ~140’ of eave, ~94’ of rake, and (5) roof penetrations.

The method of installation of material will adhere to OSHA safety rules and guidelines on a daily basis. All materials meet industry standards. Trinity is responsible for all permits. A detailed schedule will be provided to ensure a mutual understanding between all parties involved with the project. Once awarded the project, Trinity has an understanding that our construction team will mobilize at the job sites within a 14-day window of time of awardment. Project build lifecycle from onsite start to finish will be approximately 21 days.

Insurance to be provided by Trinity will include Commercial General Liability (Greater than $1M/Occurrence), Commercial Automobile Liability ($1M/Accident), Workers Compensation ($1M/Accident), Professional Liability ($1M/Occurrence and $3M aggregate) maintained for the duration of the project. In addition, Tax Exemption is taken into account.
### Project Scope of work (Lake George)

- Delivery of roof Materials and preparations for installation.
- Removal of existing asphalt shingle system down to roof decking
- **Metal Sales Pro-Panel 2 Metal Roofing Accessories and Trim (~27 SQ’s)**
  - Install Pro-Panel 2, high-temp. underlayment, ice and water barrier, drip edge, rake, step flashings, ridge components with associated sealants and paint to match the desired roof color.
- Removal of all project debris from the site.

### Suggestions:

- Typically snow guards are installed at the eaves of roofing systems in this region. A Snow Guard 2-3 rung S-5! system is suggested. Material and labor would be at **$38.25/LF**.
- Gutters and downspouts are detected and is suggested they be removed and reattached. Labor would be at **$6.80/LF**.
- Wood decking may need to be replaced due to age or moisture. Replacement of 4’x8’ boards would be at **$119.00/EA**.
Project Scope of work (Bailey Animal Control)

- Delivery of roof Materials and preparations for installation.
- Removal of existing asphalt shingle system down to roof decking
- **Metal Sales Pro-Panel 2 Metal Roofing Accessories and Trim (~13 SQ’s)**
  - Install Pro-Panel 2, high-temp. underlayment, ice and water barrier, drip edge, rake, step flashings, ridge components with associated sealants and paint to match the desired roof color.
- Removal of all project debris from the site.

Suggestions:

- Typically snow guards are installed at the eaves of roofing systems in this region. A Snow Guard 2-3 rung S-5! system is suggested. Material and labor would be at **$38.25/LF**.
- Gutters and downspouts are detected and is suggested they be removed and reattached. Labor would be at **$6.80/LF**.
- Wood decking may need to be replaced due to age or moisture. Replacement of 4’x8’ boards would be at **$119.00/EA**.
Trinity Commercial Roofing submits the following proposal to provide all labor, materials, insurance, roofing tools, all large equipment to include Lifts, cranes trailers, and dumpsters * Dump fees included in price and supervision required to complete the identified scope of work. All work is to be completed in accordance with OSHA guidelines.

If additional material or time is needed for the above scope of work, Trinity Commercial will submit change orders in writing as needed - see schedule for unit pricing. Work comes with a 3 year workmanship warranty.

**Reroof Price Total: $46,311.45**

Park County Government Board of County
Commissioner:__________________________________________ Date:______________

Trinity Construction Rep:___________________________________ Date:______________
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Qty.</th>
<th>Units</th>
<th>Line Item Total Price</th>
<th>Category Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>01 General Conditions</strong></td>
<td></td>
<td></td>
<td></td>
<td>$1,400.00</td>
</tr>
<tr>
<td>General Conditions (Manual Qty. Entry)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30-yd Dumpster</td>
<td>2</td>
<td>each</td>
<td>$900.00</td>
<td></td>
</tr>
<tr>
<td>Permits</td>
<td>1</td>
<td>each</td>
<td>$500.00</td>
<td></td>
</tr>
<tr>
<td><strong>4000 Roofing</strong></td>
<td></td>
<td></td>
<td></td>
<td>$44,911.45</td>
</tr>
<tr>
<td>Roofing Material (Balley Animal Control)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pro-Panel II (26 Ga) (36 LIN) (920'-0&quot;) Charcoal</td>
<td>435</td>
<td>each</td>
<td>$4,203.84</td>
<td></td>
</tr>
<tr>
<td>High Temp Underlayment</td>
<td>5</td>
<td>each</td>
<td>$651.76</td>
<td></td>
</tr>
<tr>
<td>Ice and Water</td>
<td>3</td>
<td>each</td>
<td>$359.57</td>
<td></td>
</tr>
<tr>
<td>Drip Edge w/ hem (26 Ga) (4x10 Ft)</td>
<td>15</td>
<td>each</td>
<td>$500.64</td>
<td></td>
</tr>
<tr>
<td>Rake (26 Ga) (4x10 Ft)</td>
<td>10</td>
<td>each</td>
<td>$520.64</td>
<td></td>
</tr>
<tr>
<td>Headwall Step Flashing (26 Ga) (4x10 Ft)</td>
<td>3</td>
<td>each</td>
<td>$324.00</td>
<td></td>
</tr>
<tr>
<td>Custom Trim Fab 24ga Color Starter</td>
<td>54</td>
<td>each</td>
<td>$1,182.82</td>
<td></td>
</tr>
<tr>
<td>Ridge (One Piece) (26 Ga) (4x10 Ft)</td>
<td>7</td>
<td>each</td>
<td>$478.46</td>
<td></td>
</tr>
<tr>
<td>Custom Trim Fab 24ga Color Ridge</td>
<td>16</td>
<td>each</td>
<td>$1,081.09</td>
<td></td>
</tr>
<tr>
<td>Custom Trim Fab 24ga Color Sidewall</td>
<td>5</td>
<td>each</td>
<td>$222.56</td>
<td></td>
</tr>
<tr>
<td>Spray Paint Color to Match</td>
<td>4</td>
<td>each</td>
<td>$44.74</td>
<td></td>
</tr>
<tr>
<td>Roofing Material (Lake George)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pro-Panel II (26 Ga) (36 LIN) (920'-0&quot;) Charcoal</td>
<td>920</td>
<td>each</td>
<td>$10,002.24</td>
<td></td>
</tr>
<tr>
<td>High Temp Underlayment</td>
<td>12</td>
<td>each</td>
<td>$2,299.75</td>
<td></td>
</tr>
<tr>
<td>Ice and Water</td>
<td>3</td>
<td>each</td>
<td>$404.51</td>
<td></td>
</tr>
<tr>
<td>Drip Edge w/ hem (26 Ga) (4x10 Ft)</td>
<td>17</td>
<td>each</td>
<td>$838.32</td>
<td></td>
</tr>
<tr>
<td>Rake (26 Ga) (4x10 Ft)</td>
<td>13</td>
<td>each</td>
<td>$761.44</td>
<td></td>
</tr>
<tr>
<td>Headwall Step flashing (26 Ga) (4x10 Ft)</td>
<td>4</td>
<td>each</td>
<td>$216.29</td>
<td></td>
</tr>
<tr>
<td>Wood Screw 1.5&quot;</td>
<td>2,500</td>
<td>each</td>
<td>$495.00</td>
<td></td>
</tr>
<tr>
<td>Ridge (One Piece) (26 Ga) (4x10 Ft)</td>
<td>8</td>
<td>each</td>
<td>$615.17</td>
<td></td>
</tr>
<tr>
<td>Self Driller Stitch 7/8&quot;</td>
<td>750</td>
<td>each</td>
<td>$148.50</td>
<td></td>
</tr>
<tr>
<td>I/S Pro-Panel II (Not Glued)</td>
<td>56</td>
<td>each</td>
<td>$162.29</td>
<td></td>
</tr>
<tr>
<td>O/S Pro-Panel II (Glued)</td>
<td>67</td>
<td>each</td>
<td>$194.17</td>
<td></td>
</tr>
<tr>
<td>Turtle Vents (Manual Entry)</td>
<td>9</td>
<td>each</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>Caulking (Manual Entry..)</td>
<td>3</td>
<td>each</td>
<td>$48.55</td>
<td></td>
</tr>
<tr>
<td>Broan Vents 4&quot; (Manual Entry)</td>
<td>2</td>
<td>each</td>
<td>$180.00</td>
<td></td>
</tr>
<tr>
<td>Spray Paint Color to Match</td>
<td>4</td>
<td>each</td>
<td>$50.33</td>
<td></td>
</tr>
<tr>
<td>Material delivery surcharge (Manual Entry)</td>
<td>1</td>
<td>each</td>
<td>$1,080.00</td>
<td></td>
</tr>
<tr>
<td><strong>$5R Labor (Balley Animal Control)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roofing Labor</td>
<td>17</td>
<td>square</td>
<td>$5,168.00</td>
<td></td>
</tr>
<tr>
<td><strong>$5R Labor (Lake George)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roofing Labor</td>
<td>27</td>
<td>square</td>
<td>$9,234.00</td>
<td></td>
</tr>
<tr>
<td>6-crew AirBnB Housing (Manual Entry)</td>
<td>2</td>
<td>each</td>
<td>$1,339.20</td>
<td></td>
</tr>
<tr>
<td>6-crew $40 Per Diem (Manual Entry)</td>
<td>2</td>
<td>each</td>
<td>$884.00</td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td>$46,311.45</td>
</tr>
<tr>
<td><strong>Price/sq. ft.</strong></td>
<td></td>
<td></td>
<td></td>
<td>$11.03</td>
</tr>
</tbody>
</table>
Park County Government - IFB - Facilities Department -

Roof and Shingle Repair

To: Park County Government Board of County Commissioners
Date: September 21st, 2021
Job Address: 39145 US-24, Lake George, CO 80827 / 59865 US Hwy 285, Bailey, CO 80421

Proposed Approach and Schedule Introduction

Upon awarding of project, and after an assessment has been done 14 days after awarded, Trinity proposes the below method to assist in the preparation of sites for work, the process of work to be done at both locations, site cleanup/protection, and final inspection of both site locations for closeout.

Approach and Schedule (Lake George)

- **Day One:** A pre-construction conference will commence between Park County, Trinity, and all other interested parties to ensure a common consensus of the general project scope. Materials, measurements, crews, and general installation methods will be solidified.

- **Day Two:** Prior to material delivery of new SSMR roofing system, a staging plan for material, designated waste area, tool area, and safety meeting area will be established at both locations with lead from our PM. A custom efficient plan to remove shingles, inspect decking prior to installation, and the installation of the Pro-Panel 2 Metal roofing system will be discussed, and a consensus will be reached by all parties involved with the project. The material will arrive at the end of the day for Lake George for the installation process to begin the next day as early as possible.

- **Day Three:** A safety and general meeting will be conducted prior to any preparations for the removal and installation of the SSMR system to ensure a clear understanding of tasks and duties. The installation of the new SSMR system will happen simultaneously as the removal of the existing shingle system progresses. Inspections of the existing decking will be conducted. The total duration to complete the (27) squares of space with the new SSMR system should take no longer than a day to install. Inspection of the new SSMR system can happen as the project is progressing or at the end of the completion of the Lake George site. Any issues in installing, or existing issues with the existing building (etc.) will be reported immediately and work will cease until approval of continuation is received. Daily progress reports and photos of project progress will be documented.
• **Day Four:** Material delivery (once confirmed based on the progress of site#1 Lake George) will commence at the Bailey Animal Shelter site. A safety and a general meeting will be conducted prior to any preparations for the removal and installation of the SSMR system to ensure a clear understanding of tasks and duties. The installation of the new SSMR system will happen simultaneously as the removal of the existing shingle system progresses. Inspections of the existing decking will be conducted. The total duration to complete the (13) squares of space with the new SSMR system should take no longer than a day to install. Inspection of the new SSMR system can happen as the project is progressing or at the end of the completion of the Bailey Animal Control site. Any issues in installing, or existing issues with the existing building (etc.) will be reported immediately and work will cease until approval of continuation is received. Daily progress reports and photos of project progress will be documented.

• **Day Five:** All debris and other site material not installed on the roofs will be removed from site. The final punch-list will be compiled and checked to ensure a sound roofing system for both sites. A final inspection with Park County, Trinity (PM and lead roofer), and other interested parties will be conducted, documented. Close-out proceedings will commence.

*All stated daily work projections are contingent upon optimal install weather conditions. Usually, an additional 2-3 day buffer for the project to be completed is suggested due to unforeseeable events.*

Reroof Price Total: $46,311.45
Professional Experience

Trinity Commercial Roofing

Project Manager February 2020-Currently

- Project Management – Managing multiple trades on a $2.7 Million state-run prison in Texas while following strict state and federal guidelines.
- Estimating – Initiating a site walk to identify the specific needs of the building envelope and building a comprehensive estimate with minimal to no change orders required.
- Problem-solving – Providing multiple solutions to adhere to local jurisdictional code requirements but could increase the longevity and quality of the roofing system.
- Continuing education – Striving to better my knowledge in the industry by getting certifications by the leading firms to help efficiency on the job site. **HAAG Certified Commercial Inspector, FAA Part 107 Certified Drone Pilot, OSHA Certified.**

Allstarr Roofing

Project Manager/ Business Development August 2016-February 2020

- Project Management – Managing multiple projects simultaneously from conception to delivery.
- Sales – Initiating the sales process from cold calls or door-knocking to signed contracts to start the projects.
- Supervision – Continuously tracking trade partners to ensure the project is completed on time and under budget.
- Financial – Ensuring we use the best material for the lowest price to provide a solution that will last longer than simply replacing.

Lemay Liquors

Operational Management June 2014-August 2016

- Operations - Managed daily operations independently and proficiently
- Inventory - Managed daily inventory shipments from wholesale vendors. Responsible for accounting to include payments, disbursements and recorded daily invoices from vendors
- Accounting – Executed cash flow procedures from customers and cash on hand, as well as tracked daily profits using QuickBooks and Microsoft Excel
- Organization - Maintained and organized a clean and friendly environment for customers
- Customer Service - Provided exceptional customer service and ensured all customer needs were met or exceeded

Wolf Custom Homes

Carpenters Apprentice May-August 2013

- Project Management - Provided onsite management decisions on client projects
- Results Oriented - Worked with customers to field and gain agreement of existing and future project expectations
- Teamwork - Managed and cooperated with co-workers to ensure project completion on time and to customer expectations
- Solution Driven – Engaged in problem solving of complex jobs onsite
- Maintenance - Cleaned and maintained project equipment

Aerostyle

Retail Associate Aug 2011-Feb 2012

- Product Merchandising - Maintained the organization of product within the store
- Supervised - Customer transaction from initial to conclusion with cashier
- Customer Service - Provided unparalleled customer service in a fast paced retail environment
• Resolutions - Implemented problem solving skills by helping customers resolve issues

Education

Colorado State University 2011-2015
Bachelor of Science, Health Exercise Science Sports Medicine
Business Administration, Minor

Skills


• Voted to the ACHA Pacific Conference Team 2014 and 2015.

• Nominated to the ACHA All American Hockey Team 2014 and 2015.

• Developed strong leadership skills that enhanced a greater understanding of how to inspire and motivate myself and team members to reach our maximum potential and achieve our goals.

• Volunteer and Community Activities. Key volunteer member since 2008 with 1 Liquid House Organization. 1 Liquid House organization works with at risk teens in drug and alcohol abuse and teens struggling with tough times in their lives. As a mentor with 1 Liquid House, I gained a true appreciation of the struggles other individuals face in their life and learned how to counsel and help others overcome their challenges. Achieved great satisfaction working with 1 Liquid House’s young musicians program and the development of youth as musicians and the connection with other young musicians.

*References available upon request
Contact: Rachelle Starr, Owner  6155 S. Main St., Suite 250, Aurora, CO 80016
O: 720-648-7663
Rachelle@TCRCOLORADO.com
TCRCOLORADO.com

Capability Statement, Highlights & References
Trinity Commercial Roofing
Capability Statement

We are a Colorado-based women-owned commercial roofing company. We specialize in commercial, industrial, and multi-family. Our services include contactless drone inspections, manual roof inspections, property condition reports, roof design, roof maintenance, exterior restoration, and full insurance settlement services.

Our team meets the strenuous security and background criteria needed for government and state projects. We have completed projects on level 4 military bases, multiple schools, administration buildings, specialized use facilities, and prisons. We offer full roofing and exterior services.

Communication is at the top of our priority list. We have a personalized user-friendly customer portal for each of the client's projects. The customer portal documents all email correspondence, details the project updates, project calendar, contains all prior, during, and post-project photos and all files. You can access your portal anytime during or after your project is complete.
Location: Denver, CO

Project: Senior Living Reroof, 9 story building, 18,100 sq. ft. Flat

Tear Off: 3 Layer Tar and Gravel

Install: 2 layers of 2.6” ISO, Cricket Taper System, 1 layer of ½” HD Recovery Board, & 60 mil Fully Adhered TPO Membrane

Project Contact: Director of Facilities
Gordon Smith – O) 720.382.7810 E) gsmith@kavodseniorlife.org
Location: Fountain, CO

Project: Education Center reroof, 3 story building, 27,500 sq. ft. Flat, 11,200 sq. ft. Metal

Tear Off: Remove EPDM Membrane, 1 layer of wood fiber recovery board, 2” ISO

Install: 2 layers of 2.6” ISO as needed, Cricket Taper System, 1 layer of ½” HD Recovery Board, & 60 mil Fully Adhered EPDM Membrane, Walk-pads, Remove and Replace Double Lock Standing Seam Panels

Project Contact: School District D8 Operations Manager, Maintenance and Support Services  Leslie Haren-Friesz– O) 719.358.4450 E) lharen-friesz@ffc8.org
Location: Lakewood, CO

Trinity worked closely with the insurance adjuster on behalf of the HOA/Management to fairly identify and agree on a scope of work for property: Original Scope $1,025,357.87

Project: Multi-Family 3 story Building, 120,000 sq. ft. Asphalt Shingles, Gutters, Siding, Painting, Windows, Garage Doors

Tear Off/Install: Like kind in quality per insurance policy. Reference above for project details and scope.
Location: Aurora, CO

Trinity worked closely with the insurance adjuster on behalf of the HOA/Management to fairly identify and agree on a scope of work for property: Original Scope $786,004.80

Project: Multi-Family 3 story Building, 5,000 sq. ft. Flat, 20,000 sq. ft. Metal Mansard, 100 lf. Snowguards, 88,000 sq. ft. paint.

Tear Off/Install: Like kind in quality per insurance policy. Reference above for project details and scope.
**Location:** Greenwood Village, CO

Trinity worked closely with the insurance adjuster on behalf of the HOA/Management to fairly identify and agree on a scope of work for property: Original Scope $770,569.02

**Project:** Commercial Retail, 1766 sq. ft. Flat, 30,352.29 sq. ft. Metal Mansard, 3,279.07 sq. ft Standing Seam metal walls, 235.24 lf. Paint, 112 Windows, Gutters and Downspouts, HVAC.

**Tear Off/Install:** Like kind in quality per insurance policy. Reference above for project details and scope.
Roof Project Summary

Bid closed 9.22.2021 12:00 am

Total bids received = 1 from Trinity Commercial Roofing

- Total project cost for both job sites will not exceed $51,000.00.
  - Trinity cost = $46,311.45
    - Provided itemized list of budget (labor and materials)
- Similar project references listed
- CO based, woman owned firm

It appears this contractor meets our minimum qualifications. Mike will need to confirm the technical aspects of the proposal meet our guidelines.

Thank you,

Jeremy Steffen
Procurement Specialist