



BOARD OF DIRECTORS  
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Alan E. Clanin

To: Board of Directors  
From: Alan E. Clanin  
Date: April 06, 2020  
Subject: Re-roofing of District Garage

The District's Administrative Facility and Maintenance Garage was built in 1989 and we moved in and began operating from here in February 1990. The Maintenance Garage is now 30 years old. We have noticed that the roofing material is beginning to curl and crack, and in a few places, some of the tiles have lost pieces due to the extreme weather. The Garage Building has not shown any signs of leakage, but we would like to be proactive in replacing the roof prior to having any further problems with it. The District's Administrative Facility was re-roofed in 2017.

The District requested several bids for re-roofing the Administrative Office Building with 30-year composite shingles and only received one bid for the 2017 project. As Bell Roof Company of San Bernardino was the only contractor to submit a proposal at that time, I recommend the District utilize them again to re-roof the District Garage. They do quality work and will be able to match the roofing on the Administration Building.

Attached is the proposal from Bell Roof Company for the total project amount of \$31,655.00. The District has \$35,000 in the 2020-21 fiscal year budget for this project.

Recommendation: Award contract pending reference and insurance verification to Bell Roof Company for the total amount of \$31,655.00.

# Bell Roof Company, Inc.

636 South I St.\* San Bernardino, CA 92410  
P.O. Box 111 \* Colton, CA 92324



Ring "BELL" for a "BETTER" Roof  
License # 119946 C-39  
Serving the Inland Empire Since 1928

Email: info@bellroofcompany.com

Phone: 909-885-6863 Fax: 909-885-7431

website: www.bellroofcompany.com

## ESTIMATE-PROPOSAL AND AUTHORIZATION

DATE: 3/10/20

CRESTLINE VILLAGE WATER DISTRICT

RE: GARAGE BUILDING

P.O. BOX 3347

777 COTTONWOOD DRIVE

CRESTLINE, CA 92325-3347

CRESTLINE, CA 92325

### Scope of Work

REROOF THE GARAGE BUILDING AS FOLLOWS: REMOVE & DISPOSE OF THE EXISTING SHINGLE ROOF, UNDERLAYMENT AND METAL FLASHINGS. INSTALL ONE LAYER CERTAINTEED'S WINTER GUARD UNDERLAYMENT AT ALL EAVES, RAKES, RIDGES, CURBS AND VENT PENETRATIONS THRU ROOF. APPLY ONE LAYER OF 30 LB. FELT UNDERLAYMENT OVER THE REMAINDER OF THE ROOF. INSTALL NEW PERIMETER BROWN EDGE METAL, NEW STARTER SHINGLES, NEW CERTAINTEED'S LANDMARK DIMENSIONAL SHINGLE (COLOR TO BE BURNT SIENNA) WITH SIX NAILS PER SHINGLE FOR HIGH WIND AREAS AND NEW RIDGE SHINGLES. INCLUDES THE REPLACEMENT OF ONE ACRYLIC DOME SKYLIGHT TO MATCH THE EXISTING SKYLIGHTS AND THE REPAIR OF THE DAMAGED GUTTER. INCLUDES BUSINESS LICENSE, PERMIT, MATERIALS, PREVAILING WAGES AND INSURANCE. BELL ROOF COMPANY WILL GUARANTEE IT'S WORKMANSHIP FOR FIVE YEARS AND CERTAINTEED'S FORTY YEAR LIMITED MATERIAL WARRANTY.

### Schedule of Payments

All of the above work to be completed in a substantial and workmanlike manner according to standard practices for the sum of THIRTY ONE THOUSAND SIX HUNDRED AND FIFTY FIVE Dollars ( \$ 31,655.00 ). \* Cash price. Payments made by credit cards are subject to a service charge of 3.5%. We accept Visa, Mastercard & Discover.

### Terms

Net upon completion.

This agreement is subject to approval of the Property Owner's Credit. In the event of suit to enforce payment of this contract, a reasonable sum additional shall be allowed as attorney's fees and cost in such suit to be made part of the judgment therein.

This contract does not cover any damage to the interior of the premises on which the roof is applied or damage to any contents therein. This contract also does not cover damage to roof due to any cause beyond our control including, but limited to, fire, lighting, windstorm, hailstorm, installation of antennas or other equipment, traffic on roof, structural fault or settlement, cracking or other failure of the roof deck, walls or foundation on the building on which the roof is applied.

Should it become necessary for the roofing contractor to remove and/or reinstall any antennas, cooling or heating appliances or other equipment, the contractor does not assume responsibility for the performance of said equipment.

Contractor does not assume any responsibility for corrections of existing code violators or for the repair of any existing defects unless specified in the estimate and proposal.





## CONSUMER NOTICES

### **THREE-DAY RIGHT TO CANCEL**

You, the buyer, have the right to cancel this contract within three business days. You may cancel by e-mailing, mailing, faxing, or delivering a written notice to the contractor at the contractor's place of business by midnight of the third business day after you received a signed and dated copy of the contract that includes this notice. Include your name, your address, and the date you received the signed copy of the contract and this notice. If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you received it, any goods delivered to you under this contract or sale. Or, you may, if you wish, comply with the contractor's instructions on how to return the goods at the contractor's expense and risk. If you do make the goods available to the contractor and the contractor does not pick them up within 20 days of the date of your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for performance of all obligations under the contract.

### **NOTE ABOUT EXTRA WORK AND CHANGE ORDERS**

Extra Work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

### **COMMERCIAL GENERAL LIABILITY INSURANCE (CGL)**

This contractor carries commercial general liability insurance written by Alliant Insurance Services. You may call Alliant Insurance Services at 909-886-9861 to check the contractor's insurance coverage.

### **WORKERS' COMPENSATION INSURANCE**

Bell Roof Company, Inc. carries workers' compensation insurance for all employees.

### **MECHANICS LIEN WARNING:**

Anyone who helps improve your property, but who is not paid, may record what is called a mechanics' lien on your property. A mechanics' lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder.

Even if you pay your contractor in full, unpaid subcontractors, suppliers, and laborers who helped to improve your property may record mechanics' liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be forced to pay twice or have a court officer sell your home to pay the lien. Liens can also affect your credit.

To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a '20-day Preliminary Notice.' This notice is not a lien. The purpose of the notice is to let you know that the person who sends you the notice has the right to record a lien on your property if he or she is not paid.

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**BE CAREFUL.** The Preliminary Notice can be sent up to 20 days after the subcontractor starts work or the supplier provides material. This can be a big problem if you pay your contractor before you have received the Preliminary Notices. You will not get Preliminary Notices from your prime contractor or from laborers who work on your project. The law assumes that you already know they are improving your property.

**PROTECT YOURSELF FROM LIENS.** You can protect yourself from liens by getting a list from your contractor of all the subcontractors and material suppliers that work on your project. Find out from your contractor when these subcontractors started work and when these suppliers delivered goods or materials. Then wait 20 days, paying attention to the Preliminary Notices you receive.

**PAY WITH JOINT CHECKS.** One way to protect your self is to pay with a joint check. When your contractor tells you it is time to pay for the work of a subcontractor or supplier who has provided you with a Preliminary Notice, write a joint check payable to both the contractor and the subcontractor or material supplier.

For other ways to prevent liens, visit CSLB's website at [www.cslb.ca.gov](http://www.cslb.ca.gov) or call CSLB at 1-800-321-CSLB (2752).

**Remember, if you do nothing, you risk having a lien placed on your home.** This can mean that you may have to pay twice, or face the forced sale of your home to pay what you owe.

### **INFORMATION ABOUT THE CONTRACTORS STATE LICENSE BOARD (CSLB)**

CSLB is the state consumer protection agency that licenses and regulates construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

#### **For more information:**

**VISIT** CSLB's website at [www.cslb.ca.gov](http://www.cslb.ca.gov)

**CALL** CSLB at 1-800-321-CSLB (2752)

**WRITE** CSLB at P.O. Box 26000, Sacramento, CA 95826