Fermilab Roof Maintenance and Repair Services
IDIQ Agreement

July 20, 2026

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1. Introduction

The Department of Energy's (DOE) Fermi National Accelerator Laboratory (FermiLab) is America's premier particle physics and accelerator laboratory, dedicated to solving the mysteries of matter, energy, space, and time for the benefit of all. Located in Batavia, Illinois, the laboratory is managed by the Fermi Forward Discovery Group (FFDG) on behalf of the U.S. Department of Energy Office of Science.

Across the 6,800-acre Fermilab site, more than 500 buildings are operated and maintained to support a wide range of functions, including scientific research, office and workspace environments, recreational facilities, childcare services, and housing for visiting scientists.

2. Purpose

The purpose of this Statement of Work (SOW) is to establish requirements for the performance of roof maintenance, leak mitigation, leak prevention, repair, and restoration services at FermiLab. This scope will cover services to all 500+ facility buildings including commercial, industrial, and residential facilities. To sustain safe, functional, and reliable environments that support Fermilab's mission, all roofing systems must be maintained in good condition and free of leaks. The purpose of this Roofing Maintenance Program is to ensure that all roofing systems remain watertight, structurally sound, and capable of supporting ongoing laboratory operations and occupant safety.

Work shall be issued through individual Firm Fixed Price Task Orders on an as-needed basis. For each Task Order, the Subcontractor shall provide all labor, supervision, materials, equipment, tools, transportation, safety equipment, permits, and incidentals necessary to perform the required services.

3. Contract Term

The contract term is as follows:

- Base Period: October 1, 2026 – December 31, 2028
- Option Periods: Three (3) additional 12-month periods
    - Option Period 1: January 1, 2029 – December 31, 2029
    - Option Period 2: January 1, 2030 - December 31, 2030
    - Option Period 3: January 1, 2031 - December 31, 2031

4. Description of Facility Roofs

Currently, Fermilab has approximately 540 building roofs. See Attachment 4. 2027_IDIQ_Roof_Inventory_CM for a full listing.

The number of roofs included in the inventory is subject to increase or decrease throughout the duration of the contract. Subcontractor will be notified in writing if buildings are added or removed from the requirements of this Subcontract.

Industrial and residential roofing systems are included in this scope.

Roofing system types may include, but are not limited to:

- Built-Up Roofing (BUR)
- Modified Bitumen Roofing
- EPDM Roofing
- TPO Roofing
- PVC Roofing
- Standing Seam and Corrugated Metal Roofing
- Asphalt Shingle Roofing
- Clay or Concrete Tile Roofing
- Coated Roof Systems
- Low-slope and Steep-slope Roof Systems

5. Scope of Work

The Subcontractor shall furnish all labor, materials, equipment, supervision, transportation, permits, and incidentals necessary to inspect, maintain, repair, restore, and preserve the operational integrity and weatherproofing capability of existing roof systems and associated components in accordance with manufacturer requirements and industry standards.

5.1 General Requirements

The Subcontractor shall perform roofing maintenance and repair services including, but not limited to:

- Roof leak investigation and leak diagnosis.
- Active leak mitigation.
- Emergency roof stabilization.
- Temporary weatherproofing.
- Corrective roof repairs.
- Restoration of damaged roofing components.
- Replacement of failed or deteriorated roofing materials.
- Waterproofing and resealing.
- Repair of flashing and penetrations.
- Moisture intrusion remediation associated with roofing materials failures.
- Restoration of roof assemblies to original design intent and functionality.
- Maintain roofing systems in safe, serviceable, and watertight condition.
- Perform work in strict accordance with manufacturer specifications and industry standards.
- Provide like-for-like materials unless otherwise instructed and/or approved.
- Protect existing warranties.
- Remove and properly dispose of debris.

All repairs and restoration activities shall match or be compatible with existing roofing systems and maintain manufacturer warranty requirements where applicable. Subcontractor shall provide a plan to permanently repair temporary patches/repairs within 7 days of the temporary repair.

5.2 Leak Mitigation

The Subcontractor shall respond to reports of roof leaks and/or water intrusion and perform actions necessary to stop or minimize active water infiltration.

Services may include:

- Leak detection, investigation, and water testing.
- Temporary waterproof coverings and leak repairs.
- Installation of temporary patches.
- Removal of water from roof surfaces.
- Cleaning and removal of debris from gutters, scuppers, and roof drains to ensure proper drainage.

5.3 Leak Prevention

The Subcontractor shall perform preventative corrective actions intended to reduce the likelihood of roof leaks or failures.

Services may include:

- Resealing flashing and penetrations.
- Reinforcement of seams and transitions.
- Repair or replacement of deteriorated sealants.
- Securing loose roofing materials.
- Repair of drainage deficiencies contributing to ponding water including clearing gutters, scuppers, and roof drains.
- Replacement of damaged roof accessories including vents, trim, flashing, bolts, covers, and decorative elements.
- Spot repairs of deteriorated roof sections.
- Localized membrane restoration.

5.4 Corrective Maintenance and Restoration

The Subcontractor shall perform corrective maintenance and restoration work necessary to return roofing systems and associated components to original design condition and operational performance.

Services may include:

- Removal and replacement of damaged roofing materials.
- Membrane repairs and replacement.
- Flashing repair and replacement.
- Roof penetration repairs.
- Structural substrate repair associated with roof failure.
- Replacement of insulation damaged by water intrusion.

- Drain, scupper, and cutter repairs and/or replacement.
- Metal roof panel replacement.
- Replacement of damaged fasteners and attachment systems.
- Coating restoration.
- Repairs resulting from storm damage including wind, hail, lightning, and tornado activity.
- Repair of roof-mounted equipment interface areas including HVAC, lighting and ventilation systems.

Restoration work shall return affected roof systems to a watertight condition consistent with the original roof design and intended service life. Temporary repairs and/or patches do not constitute full restoration.

6. Emergency Services

- The Subcontractor shall provide 24/7 emergency response including holidays.
- The Subcontractor shall respond onsite within 4 hours of notification from FFDG unless otherwise instructed by FFDG.
- The Subcontractor shall perform temporary stabilization to prevent further damage to facilities.
- Emergency conditions may include:
    - Active roof leaks.
    - Storm damage.
    - Structural instability associated with roof systems.
    - Wind-damaged roofing materials.
    - Conditions posing a risk to personnel, the public, operations, or property.

6.1 Response Times

Unless otherwise specified in the Task Order or by FFDG:

- Emergency response onsite: within 4 hours of notification by FFDG.
    - An emergency is a condition that is an immediate threat to the public, personnel, equipment, or property.
- Urgent response onsite: within 24 hours of notification by FFDG.
    - An urgent condition is one that has the potential to damage equipment or property if not mitigated in a timely manner.
- Routine service response: within 72 hours of notification by FFDG.
    - A routine request is one that has no immediate or potential threat to the public, personnel, equipment or property.
    - Subcontractor is notified and has 72 hours to respond, assess and confirm the conditions.
    - Within 5 business days of completing the assessment, the Subcontractor must submit the repair proposal with a hazard analysis.
    - Once the proposal and hazard analysis are accepted and approved, the Subcontractor has 7 calendar days to initiate the repair.

The Subcontractor shall provide sufficient staffing and resources to support simultaneous emergency responses across multiple buildings at the FermiLab facility.

7. Materials and Compatibility

All materials used for this subcontract shall be:

- New and free from defects.
- Compatible with existing roofing systems.
- Installed in accordance with manufacturer recommendations.

Replacement materials shall match existing roofing systems in:

- Material type.
- Thickness.
- Color where applicable.
- Performance characteristics.
- Attachment method.
- Substitutions shall not be made without the express approval of FFDG.

8. Task Order Process

- Work shall be authorized only via Fermilab Task Orders.
- Each Task Order defines scope, location, and restrictions.

9. Computerized Maintenance Management System (CMMS) Compliance – Mobile Work Order Application

- Subcontractor will use Fermilab CMMS mobile application (iOS/Android) to input and track work orders corresponding to each Task Order.
- Update status daily: "Comment" for incomplete work, "Billing" for completed work
- Upload photos showing before-and-after repair conditions
- Maintain accurate records in CMMS for audit and reporting purposes

10. Scheduling and Coordination

- Normal hours: 7:00 AM – 3:30 PM, Monday–Friday
- Emergency/after-hours work must be pre-approved
- Notify Task Manager upon arrival and departure
- Maintain daily housekeeping and dispose of debris in Fermilab-designated dumpsters

11. Historic Cost Summary

To assist Offerors in estimating the anticipated volume and frequency of service requests, the annual volume of roof maintenance tasks fluctuated between 36 and 54 jobs per contract year for the past four (4) years. Contractors should anticipate a mix of routine preventive maintenance and minor corrective repairs, which have historically averaged small-to-medium scale scopes of work per Task Order. This summary provides historical context for budgeting and estimating future subcontract performance only.

12. Safety and Code Compliance Requirements

Work shall comply with the following standards and codes:

- OSHA safety regulations.
- FermiLab safety protocols, procedures, and standards.
- NRCA Roofing Standards.
- Applicable UFC standards and regulations.
- Applicable local and state building codes.
- Approved Hazard Analysis and Fall Rescue Plans.
- Other safety regulations in accordance with the individual Task Order.

13. Training Requirements

- Mandatory Fermilab training via ITNA tool (~42 hours Base 2 Years, ~12 hours annual refresher per worker).
- Completion of all applicable OSHA, site-specific, and job-specific safety training prior to site access.
- Maintain current training records and provide documentation upon request.

14. Access and No-Access Zones Compliance

- Strict adherence to Fermilab access control and no-access zones, including radiological areas.
- No work at any location without prior written authorization.
- All Subcontractor employees must comply with site security and access policies.

15. Warranty and Quality Requirements

All work shall be performed by qualified personnel experienced with the applicable roofing systems.

- Subcontractor warrants workmanship for 1 year.
- Maintain manufacturer warranties for existing structures.
- Respond to warranty claims promptly.
- Ensure all work meets industry standards and manufacturer specifications.
- Contractor must be an approved Johns Manville Peak Advantage® Contractor.

16. Environmental, Safety, and Health (ES&H) Requirements

- Compliance with OSHA, EPA, RCRA, and all other applicable laws and regulations.
- Proper handling and disposal of hazardous materials.
- Emergency response plans in place for spills and leaks.
- Use of PPE for all personnel onsite.