



AGENDA ITEM REPORT

DATE: October 17, 2017
DEPARTMENT: Facilities Construction and Management
REQUESTER: David Harner
TITLE: Award Annual Contract for Countywide Roofing

I. MOTION REQUESTED

- A. Award Request for Proposals No. RFP170382ANB County Wide Roofing to the following vendors for an initial period of one year, to perform various roof repairs and replacements throughout the County on an as needed basis as approved in the departments' annual adopted budgets: Advanced Inc.; Advanced Roofing Inc.; Crown Roofing LLC; Crowther Roofing and Sheet Metal of Florida, Inc.; Latite Roofing and Sheet Metal, LLC; Service Works of Ft. Lauderdale, LLC; Target Roofing and Sheet Metal, Inc.; and West Coast Florida Enterprises, Inc..
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the Director of Procurement Management the authority to negotiate renewals of the contracts, including changes in price, and to execute renewal documents for up to three additional one-year periods, with County Administration approval, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Approve seven vendors to perform various roof repairs and replacements throughout the County on an as needed basis. The proposal is for an initial period of one year with up to three additional one year renewals if in the best interest of Lee County. Projects will only be awarded under this contract if the estimated construction cost is less than \$400,000. Expenditures for these services during Fiscal Year 2015-2016 were \$217,879. The projected expenditure for FY 17/18 is \$442,850. The item was planned and included in the budget.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

The Facilities Construction and Management Department submitted a request to Procurement Management to obtain proposals for the project known as RFP170382ANB, Annual County Wide Roofing, to provide various roof repairs and replacements throughout the County. On the proposal deadline of July 21, 2017, the Procurement Management Department received eight proposals. At the Competitive Negotiation Committee meeting held on August 11, 2017, all letters of interest were considered. Each member indicated who they considered the most qualified and why. The committee members scored the vendors on overall firm experience, key personnel and experience, project examples and experience and references. The committee ranked all eight proposals and recommended to award to all eight vendors.

B) Policy Issues

C) BoCC Goals

D) Analysis

The contracts will be used as needed. During Fiscal Year 2014-2015, \$119,844 was spent on roofing projects. In Fiscal Year 2015-2016, \$217,879 was spent on roofing projects. The projected expenditure for Fiscal Year 2017-2018 is \$442,850. Funding is available in the departments' annual adopted budgets.

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	General Fund, Enterprise, Unincorporated MSTU

H)	Comments: Funding is available in the departments' annual adopted budgets.
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V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Advanced Roofing	9/27/2017	Cover Memo
Crown Roofing	9/27/2017	Cover Memo
Crowther Roofing	9/27/2017	Cover Memo
Service Works	9/27/2017	Cover Memo
Target Roofing	9/27/2017	Cover Memo
West Coast	9/27/2017	Cover Memo
Latite Roofing	9/27/2017	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Facilities Construction and Management	Tucker, Mary	Approved	10/9/2017 - 7:13 AM
Facilities Construction and Management	Harner, David	Approved	10/9/2017 - 11:42 AM
Budget Services	Henkel, Anne	Approved	10/9/2017 - 11:52 AM
Budget Services	Winton, Peter	Approved	10/9/2017 - 11:56 AM
County Attorney	Lira, Louis C.	Approved	10/9/2017 - 1:23 PM
County Manager	Harner, David	Approved	10/9/2017 - 1:26 PM