

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Greater 19-042C - Roofing Services

This request is to approve the recommendation to award Request for Proposal (RFP) 19-042C - Roofing Services for a three (3) year contract from October 1, 2018 through September 30, 2021. This Bid is utilized by the Physical Plant Operations (PPO) to cover planned and unplanned projects for roofing services that include the inspection, service, repair, and maintenance of roofing systems at all schools and administrative sites throughout the District.

This Bid will be used by PPO to inspect, repair, and maintain the existing roofs at all schools and administration sites located throughout the District, as well as assist the Facilities Department during installation of new roofs by outside vendors under the Safety, Music & Art, Athletics, Renovation, and Technology program. These repairs include all planned unplanned and emergency roofing projects by PPO.

Procurement Method

The solicitation ran from May 22, 2018 through June 19, 2018, and was awarded to a pool of four (4) vendors who met all specifications, terms, and conditions of the bid. Having a pool of multiple awardees allows for continuity of services if one of the awarded vendors cannot comply with delivery requirements, specifications, or in emergency cases.

For this RFP, Procurement & Warehousing Services (PWS) conducted negotiations with the four (4) recommended awardees. PWS successfully negotiated costs reductions with three (3) recommended awardees to match the lowest price provided. These negotiations represent an average cost reduction of seventeen-point twenty-two (17.22) percent. Based on estimated quantities, this represents total cost avoidance of \$156,350.

Financial Impact

The total spending authority requested is \$515,000 based on the monthly expenditure from the previous bid.

Historical Average Monthly Expenditures		\$	14,184
Number of months	*		36
Estimated forecasted spend	=	\$	510,624
Total spend authority (rounded)		\$	515,000

Funding for this Bid will come from PPO's operating budget. The amount requested was determined based on the expenditures from the previous bid. The financial impact amount represents an estimated contract value; however, expenditures for this contract will not exceed the contract award amount.