



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPB, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

July 22, 2008

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Bid #08-119-LR Roofing Consultant – Maintenance Department
Rogers & Sark Consulting, Inc.

On June 17, 2008, official action (attached) was taken to award the above-referenced bid to Rogers & Sark Consulting, Inc.

On the bid tabulation, the percentage rate was listed at 8.75% and should have been 8.5%. This error occurred because Rogers & Sark Consulting, Inc. listed the 8.75% on their original proposal and 8.5% on their three copies, which were given to the evaluation committee to evaluate. Therefore, a letter of clarification (attached) was requested to confirm the correct percentage.

Should you have any questions regarding this request, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/lr

Attachments

District School Board of Pasco County

Bid Recommendation

Bid Title	Roofing Consultant Maintenance Department		Number of Vendors Notified	310
Bid Number	08-119-LR		Number of Bids Distributed	33
Date Solicited	March 21, 2008		Number of Vendors Bidding	4
Date Opened	April 30, 2008		Number of Formal "No Bid" Responses	0
Date Board Presentation	June 17, 2008		Funding Source	General and Capital
Total Savings	\$120,000.00 (First-Year Estimate)		Grand Total of Bid	\$200,000.00 (First-Year Estimate)

Recommendation:

Recommend acceptance of RFP per the attached RFP tabulation. As per the terms of the RFP, the District has reserved the right to use the services of the second-ranked or third-ranked firm if the volume of work or response time required exceeds the highest-ranked firm's ability to successfully perform.

Term of Contract:

This is a contract for a Roofing Consultant for the Maintenance Department to be used throughout the District. This is a three-year agreement renewable annually based upon mutual agreement of both parties. The first year of this contract shall be effective from June 21, 2008 to June 20, 2009. Unit Prices are firm, however, the total amount will vary depending on the numbers of projects and type of work.

Notations and Exceptions:

The evaluation consisted of a selection review committee, made up of representatives from the Maintenance and Facility Operations Department. Each RFP was evaluated according to a weighted point system (i.e. Firm's Profile 10, Firm's Technical Qualifications 25, Pricing 25) as outlined in the specifications with scores totaled and then averaged to obtain a ranking, highest to lowest. Recommend acceptance of Rogers & Sark Consulting, Inc. as the first-ranked firm, George Butler Associates, Inc. as the second-ranked firm, and A/R/C/ Associates, Incorporated as the third-ranked firm. Copies of the evaluation forms are on file in the Purchasing Department.

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Bids Evaluated By:

Gerry Brown, Director, Maintenance Department
Mark Fox, Senior Crew Chief, Maintenance Department
Rick Faulks, Roofing Crew Chief, Maintenance Department

Bids Prepared By:

Laurie Roberts, CPPB, Buyer, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: April 30, 2008 @ 2:30 P.M.	A/R/C Associates, Incorporated	George Butler Associates, Inc.	Rogers & Sark Consulting, Inc	Stafford Consulting Engineers
BID TITLE: Roofing Consultant	601 N. Fern Creek Ave., Suite 100	2300 Cabot Drive, Suite 150	2304 East Robinson St	9115 Harris Corners Pkwy, Suite 230
BID # 08-119-LR	Orlando, FL 32803	Lisle, IL 60532	Orlando, FL 32803	Charlotte, NC 28269
Board Meeting 6/17/08				
DESCRIPTION	RATE PER HOUR	RATE PER HOUR	RATE PER HOUR	RATE PER HOUR
Percentage Rate	8%	9%	8.75%	7.53% - 11.63%*
Architect/Sr. Roof Consultant				\$1,000,000 - \$100,000
7:00 AM to 5:00 PM Monday through Friday	\$150.00	\$110.00	\$125.00	\$140.00
5:00 PM to 7:00 AM Monday through Friday	\$150.00	\$110.00	\$187.50	\$185.00
Saturday, Sunday and Holidays	\$150.00	\$110.00	\$187.50	\$185.00
Roof Consultant				
7:00 AM to 5:00 PM Monday through Friday	\$100.00	\$85.00	\$115.00	\$125.00
5:00 PM to 7:00 AM Monday through Friday	\$100.00	\$85.00	\$172.50	\$165.00
Saturday, Sunday and Holidays	\$100.00	\$85.00	\$172.50	\$165.00
Project Manager				
7:00 AM to 5:00 PM Monday through Friday	\$80.00	\$110.00	\$110.00	\$125.00
5:00 PM to 7:00 AM Monday through Friday	\$80.00	\$110.00	\$165.00	\$165.00
Saturday, Sunday and Holidays	\$80.00	\$110.00	\$165.00	\$165.00
Sr. Roof Technician				
7:00 AM to 5:00 PM Monday through Friday	\$75.00	\$65.00	\$100.00	\$85.00
5:00 PM to 7:00 AM Monday through Friday	\$75.00	\$65.00	\$150.00	\$110.00
Saturday, Sunday and Holidays	\$75.00	\$65.00	\$150.00	\$110.00
Field Technician				
7:00 AM to 5:00 PM Monday through Friday	\$75.00	\$65.00	\$85.00	\$75.00
5:00 PM to 7:00 AM Monday through Friday	\$75.00	\$65.00	\$127.50	\$100.00
Saturday, Sunday and Holidays	\$75.00	\$65.00	\$127.50	\$100.00
Designer				
7:00 AM to 5:00 PM Monday through Friday	N/A	\$85.00	\$100.00	\$100.00
5:00 PM to 7:00 AM Monday through Friday	N/A	\$85.00	\$150.00	\$130.00
Saturday, Sunday and Holidays	N/A	\$85.00	\$150.00	\$130.00
Draftsman				
7:00 AM to 5:00 PM Monday through Friday	\$70.00	\$55.00	\$70.00	\$60.00
5:00 PM to 7:00 AM Monday through Friday	\$70.00	\$55.00	\$105.00	\$80.00
Saturday, Sunday and Holidays	\$70.00	\$55.00	\$105.00	\$80.00
Secretarial				
7:00 AM to 5:00 PM Monday through Friday	\$45.00	\$50.00	\$60.00	\$45.00
5:00 PM to 7:00 AM Monday through Friday	\$45.00	\$50.00	\$90.00	\$60.00
Saturday, Sunday and Holidays	\$45.00	\$50.00	\$90.00	\$60.00
RFP SCORE	271.68	311.67	421.39	249.11
*See bid for percentage pricing/based on construction cost				