



Orange County Government

Orange County
Administration Center
201 S Rosalind Ave.
Orlando, FL 32802-1393

Legislation Text

File #: 24-1010, **Version:** 1

Interoffice Memorandum

DATE: July 1, 2024

TO: Mayor Jerry L. Demings and County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Richard Steiger, FMA, Manager II, Facilities Management Division

PHONE: 407-836-7473

SUBJECT: Award of Invitation for Bids Y24-1053-MB, Countywide Roof Maintenance and Repairs

ACTION REQUESTED:

Approval to award Invitation for Y24-1053-MB, Countywide Roof Maintenance and Repairs, to the low responsive and responsible bidders, Advanced Roofing, Inc., in the estimated contract award amount of \$918,680.50 for a one-year term, and Hodges Brothers Roofing, LLC, in the estimated contract award amount of \$988,364 for a one-year term. Further request authorization for the Procurement Division to renew the contracts for two additional one-year terms. ([Administrative Services Department Facilities Management Division] Procurement Division)

PROCUREMENT:

Work under these contracts consists of providing all labor, materials, services, equipment, miscellaneous costs, overhead and profit, that are necessary to perform roof maintenance, repairs and replacements at County owned and operated facilities. All services are required to complete roof repair and replacement, to include site preparation and assessment of repairs as necessary, repairs as needed to protect structure and extend life cycle of roofing, replacement of roofing structures as determined by inspection and end of life cycle review. Work will be issued on an as needed basis throughout Orange County. The project is located in all districts.

FUNDING:

Funding is available in account numbers 0001-043-1713-3810, 0001-043-1715-3810, 0001-043-1717-3810, 0001-043-1719-3810, and 0001-043-1715-3810.

APPROVALS:

The Facilities Management Division concurs with this recommendation.

REMARKS:

Five bids were received in response to this Invitation for Bids and were evaluated for responsiveness and responsibility, and price reasonableness. Baker Roofing was deemed non-responsive for failing to submit notarized County Bid Bond. Advanced Roofing Inc., and Hodges Brothers Roofing LLC, has a satisfactory record of performance for this type of work and has been determined to be responsible. Therefore, award is recommended to Advanced Roofing, Inc., and Hodges Brothers Roofing, LLC.

Multiple awards are necessary because the projected workload will exceed the capacity of a single contractor and are necessary to meet the requirements for multiple orders to be performed on an ongoing basis throughout the County. After achieving the minimum order requirements for each contract, the low-cost contractor will be given the first opportunity to perform all work. The other contractors will be utilized in the event the low-cost contractor is unable to perform within the required timeframe.

The bid tabulation is as follows:

Bidder:	Total Bid:
Advanced Roofing, Inc.	\$918,680.50
Hodges Brothers Roofing, LLC	\$988,364.00
Atlas Apex Roofing, LLC	\$2,308,690.50
Bowhead Construction, LLC	\$2,311,770.58
Baker Roofing	Non-Responsive



BUSINESS DEVELOPMENT DIVISION

April 8, 2024

TO: Michelle Black, Contracting Agent
Procurement Division

From: Kesi Warren, Senior Contract Administrator
Business Development Division

Subject: Y24-1053-MB, Countywide Roof Maintenance and Repairs

The Business Development Division has reviewed the preliminary scopes of Services for the Countywide Roof Maintenance and Repairs solicitation.

After reviewing this information, Business Development has determined there is no M/WBE subcontracting availability for the proposed scopes of services. The current Invitation for bid M/WBE boilerplate language should be removed.

If the scope of services for this project changes, let us know.

Sheena Ferguson 4.10.2024