



September 15, 2021

To: Mayor Jerry L. Demings  
-AND-  
County Commissioners

*From:*

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

Contact: Sarah Flynn-Kramer, Manager, Capital Projects Division  
407-836-0048

Subject: Award of Invitation for Bids Y21-7028-FH Capehart Park Roof Replacement

ACTION REQUESTED:

Approval to award Invitation for Bids Y21-7028-FH, Capehart Park Roof Replacement to the low responsive and responsible bidder, Alpha Roofing and Sheet Metal, LLC in the total contract award amount of \$190,000.

PROCUREMENT:

Work under this contract consists of the replacement of the assembly with new metal roof assembly, removal of the assembly, and installation of new steel framing, metal deck, and metal roof assembly. The project is located in District 3.

FUNDING:

Funding is available in account number 1023-043-0252-3810.

APPROVALS:

The Capital Projects and Business Development Divisions concur with this recommendation.

REMARKS:

Two bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted by Dorothy Builds, LLC was deemed non-responsive as it did not include copy of the Official Bid Form, Project Expenditure Report Form, Relationship Disclosure Form, and Verification of Employment Form. The bid submitted by Alpha Roofing and Sheet Metal, LLC is considered reasonable based on the engineer's estimate. References provided were satisfactory for this type of work and Alpha Roofing and Sheet Metal, LLC has been determined to be responsible. Therefore, award is recommended to Alpha Roofing and Sheet Metal, LLC.

Award of Invitation for Bid Y21-7028-FH, Capehart Park Roof Replacement  
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Bid tabulation is as follows:

BIDS RECEIVED:	TOTAL ESTIMATED BID
Alpha Roofing and Sheet Metal, LLC	\$ 190,000
Dorothy Builds, LLC	Non-Responsive

**BUSINESS DEVELOPMENT DIVISION**

August 27, 2021

**TO:** Fabio Henao, Contracting Agent  
Procurement Division

**FROM:** Princess Clarke, Senior Contract Administrator  
Business Development Division

**SUBJECT:** Business Development Division M/WBE Bid Evaluation

**PROJECT:** Y21-7028-FH / Capehart Park Roof Replacement (Revised)

The Business Development Division evaluated one bid submitted for this project. The Business Development Division completed an M/WBE Availability Analysis. The scope of services for this project had Minority/Women Business Enterprise availability. As a result, the M/WBE goal is 25%. At the time of bid opening, at least 51 M/WBE firms were certified to provide the scope of services at the subcontract level.

The apparent low bidder, submitted by Alpha Roofing and Sheet Metal, LLC, reported 31.58% in M/WBE participation. They met the 25% M/WBE subcontractor goal. Please note the following certified M/WBE participation:

WBE-AF	Ace Staffing Inc.	\$60,000.00
<b>Total MWBE Participation</b>		<b>\$60,000.00 (31.58%)</b>

Our evaluation of this bid was based on the participation listed on the subcontractor/supplier page. Attached is a spreadsheet reconciling the bidder's compliance with the Invitation for Bid's M/WBE requirements, including the percentage breakdown for the bidder.

cc: Sheena Ferguson, Manager, Business Development Division

BID COMPARISON						
Y21-7028-FH / Capehart Park Roof Replacement						
Rank	Bidder	Bid Amount	M/WBE \$'s in Bid	% M/WBE (Goal 25%)	GFE	EEO % M / W
Low Bid	Alpha Roofing And Sheet Metal, LLC	\$190,000.00	\$60,000.00	31.58%	No	29 / 14 %