

**Purchase Request #2**  
**Regular Board Meeting November 1, 2021**  
**Consideration of Approval to Contract for Roof Repair Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees award contracts to three firms for roof repair services for the facilities services department.

**BACKGROUND**

The facilities services department is tasked with conducting inspections, assessments, and repairs of roofs for all College buildings related to repairs, warranty matters and life cycle management. The age of College buildings ranges from new to approximately 50 years old. Because of the number and various types of roofing systems across the campuses, the College would benefit from having multiple suppliers who can provide this service. Having multiple providers under contract to call upon will safeguard the facilities if one firm is unable to respond in a timely and efficient manner, especially after a major storm event.

Request for proposals #22-08 was issued on September 13, 2021 to procure roof repair services. Six responses were received and evaluated by a team comprised of representatives from facilities services who determined the proposals submitted by Liqua Tech, Royal American Services, and D7 Roofing & Metal LLC will provide the best value to the College.

**IMPACT OF THIS ACTION**

Inspections and roof repairs are required to be performed in an expedient manner to maintain the inspection schedule and prevent interior damage when a repair is required. The facilities services department has the ability to perform minor repairs, but the services of a qualified roofing contractor are required for larger roof repair projects. Awarding contracts to a pool of suppliers allows the facilities services department the flexibility to effectively manage the maintenance and repairs of all College roofs.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure is \$100,000 and will be funded from the facilities services department's 2021-2022 operating budget and subsequent year budgets as approved.

**MONITORING AND REPORTING TIMELINE**

The initial one-year award term will commence on November 2, 2021, with renewal options of four one-year terms.

**ATTACHMENTS**

Attachment 1 - Evaluation Summary

**RESOURCE PERSONNEL**

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**ATTACHMENT NO. 1**

**RFP 22-08 Roof Repair Services  
Evaluation Summary**

<b>Stated Criteria</b>	<b>Max Value</b>	<b>Royal American Services</b>	<b>Liqua Tech</b>	<b>Restoration Services Inc.</b>	<b>Ally Roofing Services</b>	<b>D7 Roofing &amp; Metal LLC</b>	<b>Argio Roofing &amp; Construction</b>
Project Understanding, Approach, and Management	<b>100</b>	59	63	45	63	68	59
Qualifications and Experience of Firm	<b>60</b>	37	43	28	37	44	27
Qualifications and Experience of Personnel	<b>60</b>	35	45	30	30	50	30
References	<b>40</b>	30	29	28	23	34	16
List of Equipment and Supplies on Hand	<b>20</b>	12	12	11	14	15	10
Price Proposal	<b>120</b>	107	89	91	66	64	42
<b>Total (100 x 4 Evaluators)</b>	<b>400</b>	<b>280</b>	<b>281</b>	<b>233</b>	<b>233</b>	<b>275</b>	<b>184</b>

<b>Final Ranking</b>		
	<b>Vendor Name</b>	<b>Total Score</b>
1	Liqua Tech	281
2	Royal American Services	280
3	D7 Roofing & Metal LLC	275
4	Ally Roofing Services	233
5	Restoration Services Inc.	233
6	Argio Roofing & Construction	184