



UTILITIES

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DATE: November 21, 2016
TO: Jeff English, Purchasing Agent
VIA: A. Randolph Brown, Utilities Director
FROM: Alessandra Delfico, PE CFM *ad*
SUBJECT: UFO Metal Roof contract with Roof Painting By Hartzell, Inc.

Bid E-03-17 was issued for the replacement of the metal roof on the UFO storage building. The existing roof is deteriorated and in need of replacement. Two bids were received on November 15th, 2016. The only responsive, responsible bidder was Roof Painting By Hartzell, Inc.

I have consulted with the design Architect Abbas Zackria who gave a favorable reference and the references in the bid package, results attached. The two who responded were favorable.

Please proceed with the recommendation for bid award.