



MEMORANDUM # 25-001

TO: Mark Berman, City Attorney

FROM: George Buenaventura, Facilities Maintenance Operations Director *GB*

DATE: October 15, 2024

SUBJECT: Request for Ordinance - Service Contract for Advanced Roofing, Inc.

Please review the attached documents as a request for a City Ordinance for Advanced Roofing, Inc. The Roofing Inspection, Maintenance and Repair Piggyback service contract shall pertain to all but not limited to routine service calls, emergencies, preventative maintenance, scheduled maintenance, and repairs as required by the City. The contractor shall furnish all labor, supervision, materials, and test equipment to facilitate all major and minor repairs.

This service contract shall be for two years beginning with the date this Agreement is fully executed by both parties, with the option to renew for an two (2) additional 1 (one) year terms. The total cost of the contract shall not exceed one hundred fifty thousand dollars (\$150,000.00) per fiscal year.