

MEMORANDUM

Purchasing #22-006
December 22, 2021

To: Gregory P. Harrison, City Manager
Through: Carla R. Byrd, General Services Director
From: Jeff English, Purchasing Agent
Subject: Award ITB E-23-21, City Hall Re-Roof Project

Contract Need/Background

Invitation to Bid (ITB) E-23-21 was issued to obtain bids to establish a contract for the replacement of the City Hall roof. Bid award is recommended to the lowest responsive and responsible bidder.

Attached you will find copies of a memorandum and the bid award recommendation form submitted by the Facilities Maintenance Department, and copies of the bid tabulation, and bid solicitation document.

Bidders List

The Bidders List was created by companies suggested by the requesting department, companies that have responded to prior solicitations and companies that have registered as bidders.

Number of firms submitting bids7

Advertising

The ITB was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The ITB was also posted on the City's eBid System for download by interested firms and sent to all registered bidders by email.

Funding

The project will be funded from budgeted funds in account 302-7302-530.65-12 Capital Project.

Market Research

The General Services Department conducted outreach to eleven (11) local Pompano Beach roofing contractors to inform them of the solicitation.

Award Recommendation

After reviewing the responses to this ITB with the Facilities Maintenance Department, it is recommended the award for E-23-21 be made to the lowest responsive and responsible bidder, Advanced Roofing, Inc., in the estimated annual amount of \$ 460,181.00.

Enclosures
cc: file