

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #23**

# Leon County Board of County Commissioners

## Cover Sheet for Agenda #23

July 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval to Award Bid to Southland Rowe Roofing, Inc. in the Amount of \$594,000 for the Partial Re-Roofing of the Leon County Jail

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works and Community Development Tom Brantley, P.E., Director, Department of Facilities Management
Lead Staff/ Project Team:	Jeff Williams, Facilities Maintenance Superintendent

### **Fiscal Impact:**

This item has been budgeted in the FY 13/14 Capital Improvement Program Budget.

### **Staff Recommendation:**

Option #1: Approve the award of bid to Southland Rowe Roofing, Inc. in the amount of \$594,000 for the partial re-roofing of the Leon County Jail, and authorize the County Administrator to execute an agreement, in a form approved the County Attorney.

## **Report and Discussion**

### **Background:**

The original Leon County Jail roof, installed in 1993, is currently 21 years old and has reached its maximum life expectancy. Over the past year, staff has reported and experienced several leaks within the facility. Consistent with the adopted capital improvement program, staff proceeded with issuing a bid to re-roof the jail on June 11, 2014.

### **Analysis:**

On June 11, 2014, the Purchasing Division advertised the bid locally and 187 vendors were notified through the automated bid procurement system. A total of 35 vendors requested bid packages. The bids were opened on July 1, 2014, and there were a total of two bids received (Attachment #1). Southland Rowe Roofing, Inc. submitted the lowest responsive base bid in the amount of \$454,000. Two bid Alternates totaling \$140,000 were included with the bid (Alternate #1 - \$95,000 for PVC roof coating and Alternate #2 - \$45,000 for replacing parapet roof caps), and staff recommends awarding them together with the base bid; resulting in a total recommended bid award of \$594,000.

The MWSBE Division reviewed the M/WBE Participation Plans for the two firms to determine if the 17% MBE and 9% WBE Aspirational Targets were achieved for the Partial Roof of the Leon County Jail Project (Attachment #2). Southland Rowe Roofing, Inc. did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort Form with supporting documentation, as required, according to Policy 96-1, "Purchasing Policy". Southland Rowe Roofing is recommended for noted bid award. However, staff further recommends that Southland Rowe Roofing continue its Good Faith Efforts to increase their MWBE participation.

Staff requests a 10% contingency be reserved for possible change orders that may be involved in the work. In addition to the reservation of contingency, accompaniment by a security detail, is required for all work performed at the Jail, and these expenses have been negotiated at a 50-50 cost split with the Leon County Sheriff's Office (LCSO). Funds are currently budgeted in the Jail CIP.

### **Options:**

1. Approve the award of bid to Southland Rowe Roofing, Inc. in the amount of \$594,000 for the partial re-roofing of the Leon County Jail, and authorize the County Administrator to execute an agreement, in a form approved the County Attorney
2. Do not approve the award of bid to Southland Rowe Roofing, Inc. in the amount of \$594,000 for the partial re-roofing of the Leon County Jail.
3. Board direction.

### **Recommendation:**

Option #1.

### **Attachments:**

1. Bid Tabulation Sheet
2. M/WBE Analysis

LEON COUNTY PURCHASING DIVISION  
BID TABULATION SHEET

Partial Reroof-Leon County Jail; Bid No: BC-07-01-14-44

Bid Deadline: July 1, 2014 at 2:00 PM

Item/Vendor	Mike Harrell	Rowe Roofing		
Bid Response Sheet Manual Signature	yes	yes		
Affidavit Certification Immigration Laws	yes	yes		
MWBE Participation Plan	yes	yes		
Equal Opportunity Statement	yes	yes		
Identical Tie Bid Statement	yes	yes		
Contractor's Business Info	yes	yes		
Non-Collusion Affidavit	yes	yes		
Insurance Certification	yes	yes		
Certification of Debarment	yes	NO		
Certification of Trades Work	yes	NO		
Local Vendor Certification	yes	NO		
Bid Bond	yes	yes		
Base Bid	\$ 647,000.00	\$ 454,000.00		
Alternate 1	\$ 797,851.00	\$ 95,000.00		
Alternate 2	\$ 4,000.00	\$ 45,000.00		
Additive/Deductive Unit Cost	\$ 30.00	\$ 150.00		

Tabulated By:

Tom Rockwood

Joanne Jennings

# BOARD OF COUNTY COMMISSIONERS

## *Inter-Office Memorandum*

Date: July 3, 2014

To: Jeff Williams, Facilities Superintendent  
Department of Facilities Management

From: Shanea Y. Wilks, Director  
Minority, Women, & Small Business Enterprise (MWSBE) Division  
Economic Development and Business Partnerships

Subject: M/WBE Partial Reroof of the Leon County Jail Project (BC-07-1-14-44)

The MWSBE Division reviewed the M/WBE Participation Plans for the following two (2) firms to determine if the 17% MBE and 9% WBE Aspirational Targets were achieved for the Partial Roof of the Leon County Jail Project.

**Southland Rowe Roofing, Inc.** did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort Form with supporting documentation, as required according to Policy 96-1. **Mike Harrell Roofing, Inc.** met the M/WBE Aspirational Targets prescribed for this project; therefore, the Good Faith Effort form is not required according to Policy 96-1.

*If Southland Rowe Roofing receives the award, staff recommends that Southland Rowe Roofing continue its Good Faith Efforts to increase their MWBE participation.* The M/WBE firms listed below are the firms **Southland Rowe Roofing, Inc.** identified within their MWBE Participation Plan Form.

Base Bid Amount	\$454,000				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Final Touch Painting	African-American Male	City of Tallahassee	Painting	\$12,100	2.67%
Mooney Container Service	Non-Minority Female	Leon County	Debris Haul Off	\$9,000	1.98%
Allstate Lightning, LLC <sup>1</sup>	<b>Non-Certified Non-Minority Female</b>	N/A	Lightning Protection	\$0	0%
<b>Total M/WBE Dollars</b>				<b>\$21,100</b>	
<b>Total M/WBE Utilization</b>				<b>4.65%</b>	

<sup>1</sup>Allstate Lightning is not currently certified as a WBE vendor with either the City of Tallahassee or Leon County; therefore, staff did not include their participation in the table. The vendor has a pending WBE application with the State of Florida based upon clarification received from Southland Rowe Roofing.

Staff reviewed the bid response for **Southland Rowe Roofing, Inc.** and would like to note the following:

- Two additional MWBE firms were contacted to perform within the project; however, they opted not to participate in this project.
- The non-certified vendor has a pending Women-owned Business Enterprise Application with the State of Florida. However, certification by either the Leon County MWSBE Division or the City of Tallahassee MWSBE Office is required in order for this vendor's WBE participation to be applied toward the aspirational targets.
  - Had this vendor been certified, it would have increased the MWBE utilization to 8.71% (MBE = 2.67% and WBE = 6.05%).

**Mike Harrell Roofing, Inc.** met the M/WBE Aspirational Targets prescribed for this project; therefore, the Good Faith Effort form is not required. The M/WBE firms listed below are the firms **Mike Harrell Roofing, Inc.** identified within their MWBE Participation Plan Form.

<b>Base Bid Amount</b>		<b>\$647,000</b>			
<b>Name of M/WBE Firms</b>	<b>Race/Gender</b>	<b>Certifying Agency</b>	<b>Goods and Services</b>	<b>M/WBE Dollars</b>	<b>M/WBE Utilization</b>
CSI Contracting, Inc.	Non-Minority Female	City of Tallahassee	Mechanical, Electrical, Painting, and Miscellaneous Materials	\$58,230	9%
Ironwood Construction	African-American Male	City of Tallahassee	Demolition, Temp Dry In, Trash Removal	\$110,000	17%
<b>Total M/WBE Dollars</b>				<b>\$168,230</b>	
<b>Total M/WBE Utilization</b>				<b>26%</b>	