



# District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

Department of Purchasing  
Kendra Goodman, CPPO, CPPB, Purchasing Agent  
813/794-2221 Fax: 813/794-2111  
727/774-2221 TDD: 813/794-2484  
352/524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

September 4, 2012

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *KDG/dam*

RE: Bid # 12-033-AF, Roofing Consultant  
Second Year Renewal of a Three-Year Contract  
Rogers & Sark Consulting, Inc. (Primary Vendor)  
Roof Engineering Associates, Inc. (Secondary Vendor)

On December 20, 2011, official action (attached) was taken to award the above-referenced bid to Rogers & Sark Consulting, Inc. as the primary vendor and Roof Engineering Associates, Inc. as the secondary vendor. This bid is a three-year contract, renewable annually based upon mutual consent of the parties. The first year of the agreement will expire on December 20, 2012.

Considering services have been satisfactory, William E. Rogers, President, Rogers & Sark Consulting, Inc. and William J. Schultz, P.E., President, Roof Engineering Associates, Inc. were contacted to verify their willingness to enter into the second year of the agreement. As such, William E. Rogers and William J. Schultz have agreed in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with Rogers & Sark Consulting, Inc. and Roof Engineering Associates, Inc.. The second year of the contract will cover the period of December 21, 2012 through December 20, 2013.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/dam

Attachment(s)

Date/Time: August 28, 2012 11:59:00

## District School Board of Pasco County RFP Recommendation

<b>RFP Title</b>	Roofing Consultant		<b>Number of Vendors Notified</b>	303
<b>RFP Number</b>	12-033-AF		<b>Number of RFPs Distributed</b>	36
<b>Date Solicited</b>	October 27, 2011		<b>Number of Vendors Proposing</b>	6
<b>Date Opened</b>	November 30, 2011		<b>Number of Vendors Not Proposing</b>	0
<b>Date Board Presentation</b>	December 20, 2011		<b>Funding Source</b>	Capital
<b>Total Savings</b>	N/A		<b>Grand Total of RFP</b>	<b>Estimated \$150,000</b>

**Recommendation:**

Recommend acceptance of proposals from Rogers & Sark Consulting, Inc. as the primary vendor and Roof Engineering Associates, Inc. as the secondary vendor as noted on the attached RFP tabulation sheet, as the highest average score and best RFPs meeting written specifications.

**Term of Contract:**

The intent of this proposal is to establish a three-year contract between the District School Board of Pasco County and two vendors (a primary and secondary) for Roofing Consultant Services during the contract period. This agreement is renewable annually based upon mutual consent of the parties. The first year of this contract shall be effect from December 21, 2011 through December 20, 2012.

**Notations and Exceptions:**

Each RFP was evaluated according to the criteria outlined in the specifications, with individual scores totaled and averaged to obtain the respondent with the highest average scores. Copies of the evaluation forms are on file in the Purchasing Department.

Recommend rejection of the proposals submitted by Building Technology Associates, ECS-Florida, LLC, and REI Engineers, Inc., for failure to provide the proper licensing as required in the RFP documents.

Recommend rejection of proposal submitted by DBY Building Sciences, LLC for failure to provide a valid State Certified Roofing Contractor License as outlined in the RFP documents.

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

District School Board  
of Pasco County

FEB 07 2012

Board Approved

District School Board  
of Pasco County

DEC 20 2011

Board Approved

**Bids Evaluated By:**

Rick Faulks, Roofing Crew Chief, Maintenance and Facilities Services  
John Petrashek, Director, Construction Services and Code Compliance  
Joe Scudiero, Chief Building Official, Construction Services and Code Compliance

**Bids Prepared By:**

Amy Flack, Buyer, Purchasing Department

**Reviewed and Authorized By:**

Kendra Goodman, CPPO, CPPB, Purchasing Agent, Purchasing Department

District School Board of Pasco County  
11/30/2011

District School Board  
of Pasco County  
FEB 07 2012  
Board Approved

District School Board  
of Pasco County  
DEC 20 2011  
Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: November 30, 2011 @2:30 pm	Rogers & Sark Consulting, Inc.	Roof Engineering Associates, Inc.		
RFP Title: Roofing Consultant	2021 Palm Lane	500 County Road One, P.O. Box 549		
RFP #: 12-033-AF	Orlando, FL 32803	Palm Harbor, FL 34682-0549		
<b>**Board Meeting 12/20/11**</b>				
<b>Criteria:</b>				
A. Letter of Transmittal (max 5 pts)	5.00	3.67		
B. Table of Contents (max 5 pts)	5.00	5.00		
C. Firms's Profile (max 50 pts)	45.67	38.67		
D. Firm's Technical Qualifications (max 130 pts)	126.00	114.33		
E. Firm's Service Team (max 75 pts)	66.67	66.33		
F. Proposal (max 15 pts)	15.00	14.00		
G. Location (max 5 pts)	1.64	5.00		
H. References (max 15 pts)	14.60	13.60		
<b>Score:</b>	279.58	260.60		
			<b>RANK ORDER - HIGH TO LOW</b>	
			Rogers & Sark Consulting, Inc.	279.58 (Primary)
			Roof Engineering Associates, Inc.	260.6 (Secondary)
			Building Technology Associates	Disqualified
			DBY Building Sciences, LLC	Disqualified
			ECS-Florida, LLC	Disqualified
			REI Engineers, Inc.	Disqualified

District School Board  
of Pasco County

FEB 07 2012

Board Approved

District School Board  
of Pasco County

DEC 20 2011

Board Approved



# District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Florentino, Superintendent

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**BID RENEWAL REQUEST**  
**BID #: 12-033-AF**  
**BID TITLE: Roofing Consultant**

Yes, I agree to renew for the second year of a three year agreement for 12-033-AF under the same terms and conditions for the period of December 21, 2012 and expire on December 20, 2013.

No, I do not agree to renew 12-033-AF

Company Name: Rogers & Surk Consulting, Inc.

Signature: *William E. Rogers* Date: 8-20-12

Typed Name and Title: WILLIAM E. ROGERS, PRESIDENT

Telephone (w/area code): 407-228-4242 Number (w/area code): 407-228-0010

**DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN FRIDAY, AUGUST 24, 2012.**

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act". Vendors conducting business, with the District School Board of Pasco County, who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds must be Level 2 fingerprinted by Human Resources. If any of the above applies to this contract, you must have those individuals Level 2 fingerprinted and screened by the Districts Human Resource Department prior to commencement of services or work and must provide a list of employees with renewal. Please contact 813/794-2521 to arrange for an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law through the internet link: [http://election.dos.state.fl.us/laws/051laws/ch\\_2005-028.pdf](http://election.dos.state.fl.us/laws/051laws/ch_2005-028.pdf). This law became effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this bid renewal form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE RETURN TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
ATTN: Deb Mateo, Buyer Assistant  
PURCHASING DEPARTMENT  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2227 (PHONE) (813) 794-2111 (FAX)

District Wide Accreditation - Southern Association of Colleges and Schools



# District School Board of Pasco County

2727 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/ 794-2000

Heather Morentino, Superintendent

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No, I do not agree to renew 12-033-AF

Company Name: Roof Engineering Associates, Inc.

Signature: *William J. Schutte* Date: 8/20/12  
Typed Name and Title: William J. Schutte, P.E. President

Telephone (w/area code): 727-771-0598 Number (w/area code): 727-771-0604

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