

To: Steve Rapson  
 From: Ted L. Burgess *TB*  
 Through: Natasha M. Duggan *ND*  
 Date: April 23, 2019  
 Subject: Contract #1643-B: Fire Station Roof Repair 1, 6, 7 & 10

The Purchasing Department issued Invitation to Bid 1643-B to secure a contractor to repair the roof at four fire stations. Notice of the opportunity was emailed to 15 companies. Another 432 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #91066 (Roofing, Gutters, and Downspouts Maintenance and Repair Services). The offer was also advertised through Fayette News, Georgia Local Government Access Marketplace, and the county website.

Four companies attended the mandatory pre-bid meeting. One (1) Company submitted a quote. The other three (3) companies did not submit bids for a variety of reasons, including being awarded another job and missing the bid deadline.

The Fire Services Department recommends awarding to the single bidder. The references for First Infinity Construction are attached. (Attachment 1)

Specifics of the proposed contract are as follows:

<b>Contract Name</b>	1643-B Fire Station Roof Repair 1, 6, 7 & 10
<b>Contractor</b>	First Infinity Construction, Inc.
<b>Contract Amount</b>	\$67,000.00
<b>Budget:</b>	
Fund	375
Org Code	37530550
Object	541210
Project	193AK
Available	\$129,980.00

*4 Roofs*

Approved by: *[Signature]* Date: *4/23/19*

678 794 8533  
call

### REFERENCE REQUEST

**Spoke to: Thomas McClain, Clayton County Water Authority, Project Manager**

**Date: 4/15/19**

The Fayette County Purchasing Department is currently reviewing our Request for Quote #1643-B for Roof Repair. You have been listed as a reference for First Infinity Construction.

If you would, please answer the following questions as they pertain to the firm listed above:

1. **Brief Project Description:** *Forest Park replaced metal roof*

2. Was the Firm *Prime*  or *Sub* \_\_\_\_\_ on the above project?

Please rate the following questions 1 - 5 (5 being the best) as it pertains to the firm listed above:

- Quality of work 5
- Adherence to specifications or scope of work 5
- Problem solving 5
- Working relationship 5
- Service call response time 5
- Deliverables performed on schedule 4
- Completed work within the specified budget 5

Other comments:

**REFERENCE REQUEST**

**Spoke to: Rudy Parson, Atlanta City Schools, Project Manager**

**Date: 4/15/19**

The Fayette County Purchasing Department is currently reviewing our Request for Quote #1643-B for Roof Repair. You have been listed as a reference for First Infinity Construction.

If you would, please answer the following questions as they pertain to the firm listed above:

**1. Brief Project Description:**

They did roof repairs and small patch jobs. They worked on all types of roofs.

2. Was the Firm *Prime*   x   or *Sub* \_\_\_\_\_ on the above project?

Please rate the following questions 1 - 5 (5 being the best) as it pertains to the firm listed above:

- Quality of work   4
- Adherence to specifications or scope of work   4
- Problem solving   4
- Working relationship   4
- Service call response time   3
- Deliverables performed on schedule   4
- Completed work within the specified budget   4

Other comments:

Mr. Parson rated a 3 on service call response time because sometimes Mr. Parsons needed them to come out immediately and First Infinity was on another job.

**REFERENCE REQUEST**

**Spoke to: Jeff McKnight, City of Atlanta Construction Project Manager**

**Date: 4/15/19**

The Fayette County Purchasing Department is currently reviewing our Request for Quote #1643-B for Roof Repair. You have been listed as a reference for First Infinity Construction.

If you would, please answer the following questions as they pertain to the firm listed above:

**1. Brief Project Description:**

Roofing service at Atlanta City Hall

2. Was the Firm *Prime*     x     or *Sub* \_\_\_\_\_ on the above project?

Please rate the following questions 1 - 5 (5 being the best) as it pertains to the firm listed above:

- Quality of work     5
- Adherence to specifications or scope of work     5
- Problem solving     5
- Working relationship     5
- Service call response time     5
- Deliverables performed on schedule     5
- Completed work within the specified budget     5

Other comments:

They performed very well.

ITB #1643-B

Roof Repairs Stations 1, 6, 7 & 10

Mandatory Pre-Bid Meeting Wednesday, March 27, 2019

	Repairs at Station 1	Repairs at Station 6	Repairs at Station 7	Repairs at Station 10	Total Bid	Exceptions
First Infinity	16,500	19,500	15,500	15,500	67,000	φ
MAK Construction						
Quintech Solutions						
Tera-Systems						

4

## Natasha Duggan

---

**From:** Natasha Duggan  
**Sent:** Friday, April 12, 2019 2:05 PM  
**To:** Ted Burgess  
**Subject:** #1643-B Roof Repair at Fire Stations

Ted,  
I spoke to the three contractors who did not submit bids for the fire station roof repair:

Quintech: I spoke to Charles Halls. He stated that he waited too long to get the numbers back from his subcontractors and did not have time to get bid bond together (note: no bid bond was required).

MAK Construction: I spoke to Oscar Forton. He stated they were awarded another roof job in Rockdale. Also because he could not come back with his construction manager and access the roof he was not comfortable bidding.

Tera-Systems: I spoke to Javier Solarte. He stated the owner sent in questions that did not get answers. I did not receive any questions that I did not address. The owner felt that the scope was too vague w/o getting answers to his questions and if he had bid, change orders would have been required. The vendor called back and asked if we put it back out to bid if he could help write the scope of work. I let him know that would not be possible.

How do you advise we go from here. Thank you.

Respectfully,

Natasha M. Duggan  
Contract Administrator  
Fayette County Purchasing  
140 Stonewall Avenue West, Suite 204  
Fayetteville, GA 30214  
Phone 770-305-5150  
Fax 770-719-5534  
[nduggan@fayettecountyga.gov](mailto:nduggan@fayettecountyga.gov)