

To: Steve Rapson  
 Through: Ted L. Burgess *TB*  
 From: Sherry White *SW*  
 Date: July 31, 2023  
 Subject: Contract #2269-A Roof Repair @ Historical Society

The Purchasing Department issued Request for Quote #2269-A to secure a contractor to replace the roof at the Historical Society building. Notice of the opportunity was emailed to 155 companies. Another 348 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #91066 (Roofing, Gutters, and Downspouts Maintenance and Repair Services), #91078 (Weatherization, Weather and Waterproofing Maintenance and Repair Services), #96894 (Waterproofing Systems and Repair). The offer was also advertised through Georgia Local Government Access Marketplace, and the county website.

Seven company submitted a quote (Attachment #1).

The Building and Grounds Department recommends CGS, LLC. A Contractor Performance Evaluations is attached (Attachment #2).

Specifics of the proposed contract are as follows:

<b>Contract Name</b>	Roof Repair @ Historical Society
<b>Contractor</b>	CGS, LLC
<b>Not-to-exceed amount</b>	\$8,329.21

**Budget:**

Fund	375	CIP
Org Code	10565	Building and Grounds
Object	541210	Other Improvements
Project	231AA	FC Buildings Roof Repairs
Available	\$29,000.00	

Approved by: *[Signature]* Date: 8/1/23

Placed on Administrator's Report? Yes No

Placed on Agenda Dated: \_\_\_\_\_

**RFQ #2269-A Roof Repair @ Historical Society**  
**Friday, July 28, 2023**  
**TALLY SHEET**

<b>Company Name</b>	<b>Lump Sum Quote</b>
American Property Restoration, Inc	\$12,800.00
MPC Enterprise LLC	\$12,500.00
Riley Construction, Inc.	\$12,000.00
HACS Solutions, LLC	\$10,500.00
Findlay Roofing, Inc	\$10,180.91
Quintech Solutions, Inc	\$8,845.00
CGS LLC	\$8,329.21

**FAYETTE COUNTY, GEORGIA  
CONTRACTOR PERFORMANCE EVALUATION**

1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

VENDOR INFORMATION	COMPLETE ALL APPLICABLE INFORMATION
Company Name: CGS LLC	Contract Number: #2142-A
Mailing Address: 6040 Dawson Blvd Suite K	Contract Description or Title: Fire Station Roof Repairs (8)
City, St, Zip Code: Norcross, GA 30093	Contract Term (Dates) From: 9/6/2022 – 6/30/2023
Phone Number: 404-234-0248	Task Order Number:
Cell Number:	Other Reference: #2269-A
E-Mail Address: info@cgscontractors.com	

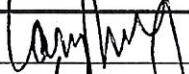
**DEFINITIONS**

- OUTSTANDING** – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.
- EXCELLENT (Exc)** - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.
- SATISFACTORY (Sat)** - Vendor met minimum contractual requirements or performance expectations of the products/services.
- UNSATISFACTORY (UnSat)** - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

**EVALUATIONS (Place "X" in appropriate box for each criterion.)**

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule		X			
2. Condition of delivered products					
3. Quality of work					
4. Adherence to specifications or scope of work					
5. Timely, appropriate, & satisfactory problem or complaint resolution					
6. Timeliness and accuracy of invoicing					
7. Working relationship / interfacing with county staff and citizens					
8. Service Call (On-Call) response time					
9. Adherence to contract budget and schedule					
10. Other (specify):					
11. Overall evaluation of contractor performance		X			

**EVALUATED BY**

Signature: 	Date of Evaluation: 7/31/23
Print Name: Gary Mitchell	Department/Division:
Title: Bldg / Grounds Director	Telephone No: 770-320-6004