

To: Steve Rapson
 Through: Ted L. Burgess *TLB*
 From: Sherry White *SW*
 Date: February 11, 2025
 Subject: Contract #2513-A Metal Roof Repair @ Fire Station #1, 2, 7 and 10

The Purchasing Department issued Request for Quote #2513-A to secure a contractor to repair the roof at three county fire stations. Notice of the opportunity was emailed to 54 companies. Another 548 were contacted through the web-based Georgia Procurement Registry. The offer was also advertised through Georgia Local Government Access Marketplace, the county website.

Four companies submitted quotes (Attachment 1).

The Building and Grounds Department recommends Ben Hill Roofing Company, Inc. A Contractor Performance Evaluations is attached (Attachment 2)

Specifics of the proposed contract are as follows:

Contract Name	#2513-A Metal Roof Repair @ Fire Station #1, 2, 7 and 10	
Contractor	Ben Hill Roofing Company, Inc	
Contract Amount	\$6,568.00	
Budget:		
Fund	270 Fire	272 EMS
Org Code	30550 Fire Serv	30600 EMS
Object	522235 Bldg Maint.	522235 Bldg Maint.
Contract Amt	\$4,926.00	\$1,642.00
Available Amt	\$30,014.04	\$11,014.83

Approved by: *Sherry White* Date: 2/12/25

Placed on Administrator's Report? Yes No Placed on Agenda Dated: _____

Attachment 1

Pre-Quote Conference Sign-In Sheet
RFQ #2513-A: Metal Roof Repair @ Fire Station #1, 2, 7 and 10
Tuesday, January 21, 2025

Company Name	LOCATIONS				Total Quoted Price
	Station #1	Station #2	Station #7	Station #10	
Briggs Brothers Enterprises Corp.	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$24,000.00
CGS LLC	\$1,525.00	\$2,250.00	\$3,400.00	\$1,750.00	\$8,925.00
US Coating Specialists, LLC	\$1,800.00	\$2,100.00	\$2,400.00	\$1,800.00	\$8,100.00
Ben Hill Roofing Company, Inc.	\$1,642.00	\$1,642.00	\$1,642.00	\$1,642.00	\$6,568.00

**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: Ben Hill Roofing Company, Inc.	Contract Number: #2385-A
Mailing Address: 1331 Veterans Memorial Hwy	Contract Description or Title: Roof Repair @ Fire Station #1, #7 and #10
City, St, Zip Code: Douglasville, GA 30134	Contract Term (Dates) From: 3/28/2024 To: 6/30/2024
Phone Number: 770-558-7385	Task Order Number:
Cell Number:	Other Reference: For 2513-A Metal Roof Repair @ Fire Station #1, 2, 7 and 10
E-Mail Address: matt@bhroof.com	

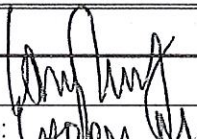
DEFINITIONS

- 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: 2/17/27
Print Name: ADAM MITCHELL	Department/Division:
Title: Bldg / Grounds, Director	Telephone No: 770 - 320 - 6004