

CITY OF SMYRNA BID AUTHORITY FORM

The below listed items are approved in the budget for the Department.

Account Information

Org Object Project

Org, Object & Project are conventions used in the new Tyler MUNIS software system. Org relates to the department. Object relates to the expense account. A project number is required for CIP or SPLOST projects.

Amount Budgeted Anticipated Cost

Please authorize the Purchasing Division to issue Request for Quotation Request for Proposal for the below listed item(s): **Explain in detail sufficient for an outside auditor to understand.**

Bids must be out for a minimum of 15 days. Opening date will be approximately 20 days after the below authorization by the City Administrator.

I request that the bids be opened no later than:

Emer Mand
Department Head

9/20/19
Date

- I verify that:
- a) ___ the above listed items are budgeted for the Department indicated and that the funds are available for this expenditure.
 - b) ___ the above listed items are budgeted for the Department indicated, however, the funds are not available at this time. Funds should be available by _____.
 - c) ___ the above listed items are not budgeted for the Department indicated.
 - d) ___ the above listed project is budgeted in the CIP fund.
 - e) ___ the above listed project is budgeted and approved as a CDBG project.

Finance Director

Date

___ Authorization to bid is approved for the above items. (Forward to Purchasing)
___ Authorization to bid is denied for the above items. (Return to Department)

City Administrator

Date

_____ Bid Number Assigned _____ Received Date _____ Opening Date

Purchasing Manager



RFP 20-013

**City of Smyrna Public Works Complex Roof Replacement
BID TAB**

VENDOR	TOTAL BID
Commercial Buildings & Doors	\$140,875.00
Riley Contracting Inc.	\$141,871.00
ABUCK, Inc.	\$220,627.00
Ben Hill Roofing and Siding Co., Inc.	\$263,525.00
ReRoof USA / Storage Structures, Inc.	\$307,325.00

Date of Opening: Tuesday, October 29, 2019 – 10:00 AM

CITY OF SMYRNA
PURCHASING DEPARTMENT
2800 KING STREET
SMYRNA, GEORGIA 30080
678-631-5406

TO: Frank Martin, Public Works Director
Bill Warren, Buildings & Grounds Supervisor

FROM: Kelly Brown, Purchasing Manager

DATE: November 11, 2019

SUBJECT: **Recommendation – RFP 20-013 Public Works Complex Roof Replacement**

The City of Smyrna requested bids for a turnkey metal roof replacement and installation of two (2) overhead doors at the Public Works Complex located at 2190 Atlanta Road, Smyrna, GA 30080. Five (5) bids were received and one (1) bid was received late. The lowest responsive and responsible bidder is Riley Contracting Inc. in the amount of \$141,871.00. This project was budgeted in FY2020 CIP. Please see the bid results below.

BIDDER	TOTAL
Riley Contracting Inc.	\$141,871.00
Commercial Buildings and Doors*	\$140,875.00
ABUCK, Inc.	\$220,627.00
Ben Hill Roofing and Siding Co. Inc.	\$263,525.00
ReRoof USA/Storage Structures Inc.	\$307,325.00
Exterior Solutions of Georgia dba Bone Dry Roofing Company	late

*Low bidder did not provide bid bond required for Public Works construction project.

It is the recommendation of the Purchasing Department and Public Works that this project be awarded to Riley Contracting Inc.

Please prepare any necessary paperwork to present to Mayor and Council for approval.