

September 21, 2017

18-046

AUTHORIZATION TO UTILIZE AN INTERSTATE  
COOPERATIVE CONTRACT FOR ROOFING REPAIR  
AND PREVENTATIVE MAINTENANCE

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REPORT: The College will need to hire a qualified contractor to provide roofing repair and preventative maintenance services for the College District. The services includes, and not be limited to, visual assessments inspection of the roof systems twice a year (spring and fall); provide written report of the conditions, with documents accessible online and provide recommended preventative maintenance repairs; check roof surface for debris and bolts/clamps on drains are secured; perform maintenance according to warranty holder's recommendation; provide minor repairs (as needed) during inspections; and provide infrared and nuclear diagnostics scans. The estimated cost of the services exceeds the \$150,000 threshold, which requires formal procurement process and College Board of Directors approval.

After careful review, the College would like to contract this type of work to provide services that support FMS with specialized roofing capabilities, experience, and technical expertise. The selected contractor has been performing roofing services for a long period of time, they have well qualified staff that are fully trained in safety measures and available resources to successfully manage, utilize, timeliness of completion, and success in obtaining desired result.

The College is utilizing an existing cooperative contract with US Communities, this approach is allowed based on the College Procurement Rule, PCC 46-0400 and ORS 279B.055. The procurement process was done by US

Communities and lead agency, Cobb County, Georgia. The contract for Roofing Supplies and Services, Waterproofing and Related Products and Services, Master Agreement: 14-15903, was awarded to Garland/DBS Inc. in 2015. This contract is valid through December, 2018 (renewable thru December, 2019). To standardize the roofing preventative maintenance process and save annual maintenance costs, the College would like to continue working with the contractor for an additional three years, through December, 2022 (a not to exceed five year contract period).

The estimated contract cost is \$400,000 for the five year period, this cost consists of the following fees: twice a year preventative maintenance inspection - \$149,095 (5 year); preventative maintenance repairs - \$116,875 (5 year); infrared/nuclear diagnostics scan - \$6,000; leak responses and repairs – time/material costs plus 14% markup; lastly, project contingencies of 10%.

**RECOMMENDATION:** That the Board of Directors authorize the Facilities Management Services Division to contract with Garland/DBS Inc to provide roofing repair and preventative maintenance based on US Communities contract, Master Agreement 14-15903, contract valid through December, 2018 (renewable thru December, 2019) with the College contract extension for an additional three (3) year period (through December, 2022), with a not to exceed five year term and for an estimated contract total of \$400,000. Funding is covered with General Fund (1000) and Capital Projects Fund (2000).