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**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

TO: Mike Ball  
FROM: Mark Pantel  
DATE: April 4, 2003  
SUBJECT: Roof Replacements for Southwood Valley Elementary and  
Barbara Bush/Venture Center

Request for Competitive Sealed Proposals for the replacement of roofs at Southwood Valley Elementary and Barbara Bush/Venture Center complexes were solicited March 23, 2003 by VLK Architects from twenty contractors and advertised March 8, 2003 and March 9, 2003. A pre-proposal meeting was held on March 20, 2003. Nine contractors responded to the proposal, which opened April 3, 2003. The responsive proposers were:

<u>Proposer</u>	<u>Proposal Price (Base Bid)</u>
Parsons Commercial Roofing	\$308,670.00
D&D Roofing Services	\$367,359.00
D.R. Kidd	\$462,967.00
J. Reynolds & Company	\$485,000.00
Jaco Construction	\$488,723.00
Top Concepts	\$498,000.00
Pyramid Waterproofing	\$543,304.00
United Roofing & Sheet Metal	\$556,135.00
A.D. Willis Company	\$617,800.00

The proposal included two alternates to replace the roof at the Administration Building and the installation of a modified bitumen roof assembly in lieu of the base proposal single-ply roof assembly at Barbara Bush/Venture Center only. Parsons Commercial Roofing was the lowest proposer and received the highest score based on the evaluation criteria listed in the proposal.