

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Roofing Consulting Services (Annual Contract) – RFP No. 23-0008
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract for roofing consulting services with Edifice Consulting, Inc. (Byron, GA) as the Primary Contractor and Terracon Consultants, Inc. (Columbus, GA) as the Secondary Contractor. The Public Works Department will procure the services on an as-needed basis. In the event the Primary Contractor is unable to provide the services, the Secondary Contractor will be used.

For City buildings requiring roof restoration, replacement, or extensive roofing maintenance, the contractor will provide roof inspection reports, technical specifications and assistance during bid processes, and project administration services, including job site inspections.

The initial term of the contract will be for two years with the option to renew for three additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

Annual Contract History:

The previous 5-year contract was awarded to Edifice Consulting, Inc. per Resolution No. 102-17. The contract was set to expire on May 31, 2022, but at the request of the Public Works Department and in accordance with Article 3-109 (Annual Contracts: Price Agreement and Service Contracts) of the Procurement Ordinance, the contract was extended through February 24, 2023.

RFP Advertisement and Receipt of Qualifications:

On September 6, 2022, RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar. This RFP has been advertised, opened and evaluated. Six proposals were received on October 14, 2022, from the following firms:

- Edifice Consulting, Inc. (Byron, GA)**
- Terracon Consultants, Inc. (Columbus, GA)**
- Architectural Testing, Inc. (Kennesaw, GA)
- NOVA Engineering and Environmental, LLC (Kennesaw, GA)
- Raymond Engineering-Georgia, Inc. (Conyers, GA)
- Walker Consultants (Duluth, GA)

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation Meeting	01/09/23	The Purchasing Manager advised evaluation committee members of the RFP rules and process, and the project manager provided an overview. Proposals were distributed to each committee member to review.
1 st Evaluation Meeting	01/23/23	The Evaluation Committee discussed each submission and determined clarifications were not required.
Evaluation Forms Sent	02/01/23	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Returned	02/08/23	The last set of evaluation forms were completed and returned to Purchasing for compilation of results.
Evaluation Results	02/21/23	Evaluation results were forwarded to the committee.
Award Recommendation	2/22/23	The voting committee unanimously recommended award to the highest-ranking firm, Edifice Consulting, Inc., as the Primary Contractor, and recommended award the second highest-ranking firm, Terracon Consulting, Inc., as the Secondary Contractor.

Evaluation Committee:

The qualification submittals and proposals were reviewed by members of the Evaluation Committee, which consisted of two voting members from the Public Works Department and one voting member from the Parks and Recreation Department.

Two representatives from the Inspections and Code Department served as alternate voters.

An additional representative from the Public Works Department served as a non-voting advisor.

PRIMARY CONTRACTOR:

Award Recommendation:

The voting committee unanimously recommended award to Edifice Consulting, Inc. as the primary contractor for the following reasons:

- The vendor has a very good work history with the City.
- The vendor proposed a good emergency response time.
- The vendor’s cost proposal did not include additional services and fees.

Vendor Qualifications/Experience:

- Edifice Consulting, Inc. was founded in 2012 is a privately held Georgia corporation.

- The company provides a full range of consulting services in the area of building envelope management, including roofing and waterproofing.
- Edifice Consulting has handled over 300 substantial building envelope projects for municipal and the federal government, private properties, colleges and universities, and medical facilities.
- Edifice Consulting provided specifications and management for the replacement of the roofing on the Macon Auditorium in 2020. FiberTite, the roof system manufacture, later named the project as project of the year for 2020.
- Below are the last three projects for which the Edifice Consulting has provided same or similar services:

Columbus Consolidated Government June 2017 – February 2023
Provides roofing consulting services on an as-needed basis.

Middle Georgia State University (Macon, GA) 2012 – Ongoing
Database management, annual inspections, leak investigations, project specifications, project administration, planning, and budgeting services.

Dougherty County Commission (Albany, GA) 2012 – Ongoing
Leak investigations, project specifications, project administration, planning, and budgeting services.

SECONDARY CONTRACTOR

Award Recommendation:

The voting committee unanimously recommended award to Terracon Consultants, Inc. as the secondary contractor for the following reasons:

- Terracon Consultants, Inc. has a fine work history and good qualifications.
- Terracon Consultants, Inc. has a local office.
- The vendor has experience in providing the services.

Vendor Qualifications/Experience:

- Terracon Consultants was established in 1965 and is 100% employee owned.
- Terracon Consultants is a multidiscipline firm specializing in facilities (roofing, waterproofing and building enclosure), environmental, geotechnical and materials services.
- The firm currently has 5,000 employees in 150 offices and 40 states nationwide.

- Below are the last three projects for which the Terracon Consultants has provided same or similar services:

City of Augusta, GA

October 2019 – March 2020

Provided professional assessment of roof conditions on Augusta owned buildings.

Atlanta, GA Public Schools

December 2020 – April 2022

The existing roof system was a low slope gravel surfaced built-up roof over minimal insulation board on a lightweight concrete deck over steel decking with two sections. The largest roof area sloped from front to back and was over an office space. The smaller roof area sloped in two directions with a ridge in the center and was open underneath. A new 60-mil TPO membrane roof system with a 20-year no dollar limit (NDL) warranty was installed on both roof areas.

Georgia Department of Corrections (Forsyth, GA)

August 2021 – October 2022

Installed a single ply, PVC membrane roof system for the majority of the roof replacement project was requested by the Client. Terracon believes the total square footage of roofing in this project to be approximately 445,475 SF. Multiple roof systems on Main Buildings (A-G), Service Building H, Gymnasium, Back Gate Building, Warehouse, Front Entry Building, Housing Building K, Chapel, and Boiler/Maintenance Building.

The City's Procurement Ordinance, Article 3-110 (Competitive Sealed Proposals (Negotiations)) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds will be budgeted each fiscal year, as needed, for approved roofing projects.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF ANNUAL CONTRACT WITH ROOFING CONSULTING SERVICES WITH EDIFICE CONSULTING, INC. (BYRON, GA) AS THE PRIMARY CONTRACTOR AND WITH TERRACON CONSULTANTS, INC. (COLUMBUS, GA) AS THE SECONDARY CONTRACTOR. THE PUBLIC WORKS DEPARTMENT WILL PROCURE THE SERVICES ON AN AS-NEEDED BASIS. IN THE EVENT THE PRIMARY CONTRACTOR IS UNABLE TO PROVIDE THE SERVICES, THE SECONDARY CONTRACTOR WILL BE USED.

WHEREAS, an RFP was administered (RFP No. 23-0008) and six proposals were received; and,

WHEREAS, the proposals submitted by Edifice Consulting Services, Inc, and Terracon Consultants, Inc. were deemed responsive to the RFP, and;

WHEREAS, the contract term shall be for two years, with an option to renew for three (3) additional twelve-month periods. The contract renewals will be contingent upon the mutual agreement of the City and the Contractors.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute annual contracts for roofing consulting services with Edifice Consulting, Inc. (Byron, GA) as the Primary Contractor and Terracon Consultants, Inc. (Columbus, GA) as the Secondary Contractor. The Public Works Department will procure the services on an as-needed basis. In the event the Primary Contractor is unable to provide the services, the Secondary Contractor will be used. Funds will be budgeted each fiscal year, as needed, for approved roofing projects.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2023 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor House voting _____.
- Councilor Huff voting _____.

Councilor Thomas voting
Councilor Tucker voting

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor