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BY: *Purchasing*



Board of Commissioners  
Agenda Item Transmittal Form  
Procurement/Contract Transmittal Form

<b>Type of contract:</b> 1 year <input type="checkbox"/> Multi-year <input type="checkbox"/> Single Event <input type="checkbox"/>		<b>Purchasing Use Only</b> Contract #: <i>C-2024-30</i>
<input type="checkbox"/> <b>Submission Information</b>		<input type="checkbox"/> <b>Vendor Information</b>
<b>Contact Name:</b> Andrew Hammer X 7268 <b>Department:</b> General Services  <b>Project Title:</b> Fencing Unit Pricing for Various Projects, <i>ITB 23-31</i> <b>Funding Account Number:</b> Various  <b>Contract amount:</b> Unit Pricing (see addendum) <b>Contract Type:</b> Goods ( ) Services (X) Labor ( ) <b>Contract Action:</b> New (X) Renewal ( ) Change Order ( ) <b>Original Contract Number:</b>		<b>Vendor Name:</b> Pro Fence, LLC  <b>Address:</b> 35 Juniper Ct. <b>Address:</b> Covington, Ga 30016 <b>Email:</b> qualityprofenc@gmail.com <b>Phone #:</b> 678-712-9046 <b>Contact:</b> Joseph Mattison  <b>Term of contract:</b> 1 year with 2 renewals

**BOC APPROVED**  
Date: *3-12-24*  
Initials: *DM*

<b>Finance Director Signature</b> I have reviewed the attached contract, and the amount is approved for processing. Signature: <i>Michelle Spang</i> Date: <i>2/28/2024</i>	<b>Procurement Officer Signature</b> I have reviewed the attached contract, and it is in compliance with Purchasing Policies of Rockdale County. Signature: <i>Jane Malone</i> Date: <i>2/15/24</i>
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Summary:  
General Services recommends award of the contract for Fencing unit pricing for various projects per the terms and conditions of the Invitation to Bid ITB #23-31, wherein ProFence was one of the lowest, responsible responsive bidders.

Department Head/Elected Official Signature: \_\_\_\_\_ Date: 2/14/24



GEORGIA  
CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE  
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[HOME \(/\)](#)

**BUSINESS SEARCH**

BUSINESS INFORMATION

Business Name:	<b>Pro Fence LLC</b>	Control Number:	<b>21011612</b>
Business Type:	<b>Domestic Limited Liability Company</b>	Business Status:	<b>Active/Compliance</b>
NAICS Code:	<b>Construction</b>	NAICS Sub Code:	<b>Other Foundation, Structure, and Building Exterior Contractors</b>
Principal Office Address:	<b>35 Juniper Ct, Covington, GA, 30016, USA</b>	Date of Formation / Registration Date:	<b>1/8/2021</b>
State of Formation:	<b>Georgia</b>	Last Annual Registration Year:	<b>2024</b>

REGISTERED AGENT INFORMATION

Registered Agent Name: **Joseph Mattison**  
Physical Address: **8660 Jackson Lake Rd, Monticello, GA, 31064, USA**  
County: **Jasper**

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INTERDEPARTMENTAL MEMORANDUM

Department of Finance Purchasing Division

TO: Deputy Director Dominick Villano, Markus Milon, and Brittany Konopka
FROM: Adrienne Brown, Procurement Buyer
DATE: January 24, 2024
SUBJECT: ITB No. 23-31: Fencing On-Call Unit Price Contract

Attached find the copy of the bid.

There are certain rules and regulations which govern the dissemination of bid information. To protect the County and the integrity of our process, it is requested that you do not give out any information concerning these bids. If you have anyone seeking this information, refer them to Purchasing. The bid copies are confidential, and no bidder is permitted to handle them.

If departments have questions or need clarifications regarding bids, such questions must be submitted to Purchasing in writing, and Purchasing will address any questions to the vendor and provide the information back to the department.

Our analysis of the bids indicates that the following is the low bidders meeting specification, and we anticipate recommending award to:

Pro Fence, LLC

If you agree that the above-listed bidders should be awarded the contract, please indicate your agreement. If you think otherwise, please give reasons and your alternative recommendation. Further, it is requested that this form with your recommendation be completed and returned no later than the close of business on Friday, February 2, 2024.

Keep a copy of the abstract for your files and make your comments/recommendation(s) below or on a separate sheet and return them to us.

If you have any questions, please call me as our department is always ready to assist you.

Adrienne Brown
Adrienne Brown
Procurement Buyer, Finance, Procurement Division

TM/AB

Department's Response

Date 1/25/24

This bidder meets / does not meet our approval. (please circle the appropriate response)

Return this memorandum with your comments whether or not your recommendation concurs with that of

Purchasing. General Services recommends ProFence awarded the Fencing Unit Price Contract based on terms and agreements of ITB #23-31

Dominick Villano 1/25/24
Person Completing Form Date Department Director Date