



# MEMO

TO: Board of Commissioners  
FROM: Audrey Alexander  
DATE: June 2, 2008  
RE: RFP for Roof Replacement –Administration Building

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Pursuant to G.S. 143-129, formal bidding requirements, a Request for Bids was issued for the Roof Replacement on the Randolph County Administration Building. This RFB was for a rubber roofing system that carries a 30-year No Fault Warranty. The public was notified of this Request for Proposals by a legal notice which ran in the Courier-Tribune on Sunday, May 4, 2008, through a posting on the County website and through emails which were sent to potential Contractors.

On Thursday May 15, 2008 at 3:00 P.M. sealed bids were received, opened and read. Proposals for the Roof Replacement were received from the following Contractors:

Vendor	Roof Replacement	Reflective Coating	TOTAL COST
Martin Roofing Services	\$147,063.00	\$11,646.00	\$158,709.00
McRae's Roofing	\$155,989.00	\$27,662.00	\$183,651.00
Radco Construction	\$165,000.00	\$20,000.00	\$185,000.00

The proposals received have been reviewed by James Chriscoe, the Maintenance Department Head, and Audrey Alexander, Purchasing. References provided by the Contractors have been contacted and a time line to begin the replacement of the Roofing System has been outlined. The Maintenance Department has identified funds within their budget to proceed with the replacement of the roof for the County Administration Building.

It is our recommendation that the Board of Commissioners approve and award the bid for the Roof Replacement only, excluding the reflective coating, on the Randolph County Administration Building at a total cost of **\$147,063.00** to **Martin Roofing Services, Inc.**