

Item # 9-3B

**City of Carson City  
Agenda Report**

**Date Submitted:** May 26, 2009

**Agenda Date Requested:** June 4, 2009

**Time Requested:** Consent

**Labor Commissioner PWP #** CC-2009-249

**To:** Mayor and Supervisors

**From:** Purchasing and Contracts

**Subject Title:** Action to determine that D & D Roofing and Sheet Metal, Inc., is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract No. 0809-224 City Hall Roof Replacement to D & D Roofing and Sheet Metal, Inc., for a bid amount of \$149,800.00 plus a contingency amount not to exceed \$15,000.00 to be funded from the Roof Replacement Various Facilities Fund as provided in FY 2008/2009. *(Sandy Scott)*

**Staff Summary:** Carson City received sealed bids for all labor, materials, tools, and equipment necessary for the City Hall Roof Replacement Project. Project consists of removal and disposal of existing roofing and installation of new roofing, to include but not limited to, removal and replacement of any electrical conduits/conductors, water lines, mechanical equipment, supports, access ladders, and roof hatches. All electrical work must be performed by journeyman electricians. Contractor must attend necessary job meetings and be able to furnish competent and full time supervision with the ability to speak, read, and write English. Must furnish experienced, competent roof mechanics, all materials, tools, labor and equipment necessary to complete the roof installation in accordance with the specifications and comply with the latest application instructions from the manufacturer of the primary roofing products. Additionally, application practices shall comply with requirements and recommendations contained in the latest edition of the Handbook of Accepted Roofing Knowledge (HARK) as published by the National Roofing Contractor's Association, amended to include the acceptance of a phased roof system installation.

**Type of Action Requested:** (check one)  
☐ Resolution ☐ Ordinance  
☒ Formal Action/Motion ☐ Other (Specify)

**Does This Action Require A Business Impact Statement:** ☐ Yes ☒ No

**Recommended Board Action:** I move to determine that D & D Roofing and Sheet Metal, Inc., is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract No. 0809-224 City Hall Roof Replacement to D & D Roofing and Sheet Metal, Inc., for a bid amount of \$149,800.00 plus a contingency amount not to exceed \$15,000.00 to be funded from the Roof Replacement Various Facilities Fund as provided in FY 2008/2009. *(Sandy Scott)*