



# Berkeley County Council

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## THE COUNCIL

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COUNTY ADMINISTRATOR

[www.berkeleywv.org](http://www.berkeleywv.org)

DATE: June 4, 2020  
TO: County Council  
FROM: Alan J. Davis – County Administrator *AJD*  
RE: 510 S. Raleigh Street Roof Replacement Bid Recommendation

On Thursday, May 14, 2020, bids for the repair or replacement of the roof on the Sheriff's Department Building located at 510 S. Raleigh Street were opened and read into public record. There were seven (7) bids received prior to the closing date/time. I have attached a summary table of the bids that were received.

The bids were reviewed by Mr. Jack Laing, Facilities Director; Mrs. Tracie McCormick, Procurement Coordinator; and me. After some discussion it was decided to recommend that the roof be replaced (rather than be repaired, coated or otherwise covered) with a product having a 30-year warranty.

After further review, the low bid submitted by Reliance Roofing & Waterproofing, Inc. from Manassas, VA, was deemed to be nonresponsive and was subsequently disqualified. The references provided by Reliance Roofing were not recent projects and only one could be confirmed by either telephone or email. This lone reference indicated satisfactory performance with some minor issues.

The next lowest bid for a .090 membrane roof with a 30 year warranty was Heritage Roofing, Inc., of Martinsburg, WV that submitted a bid of \$206,550. Heritage Roofing's proposal met all conditions set forth in the RFP. Additionally, representatives from Heritage roofing spent considerable time inspecting the roof and also flew an infrared equipped drone over the building to identify potential problems areas. All of the references provided were verified and gave exemplary ratings of their overall performance.

Therefore, we would like to recommend that the roof on 510 S. Raleigh Street be replaced (not repaired or covered), using Heritage Roofing that submitted the lowest responsible bid for a .090 membrane roof with a 30 warranty of \$206,550. If approved, the funding for this project would come from encumbered FY2019-20 coal severance funds.

Thank you for your consideration of this recommendation. If there are any questions, please feel free to contact me.

Attachment