

## Solicitation summary (7625)

### Details

Reference number: Bid No. 2021-22  
Procedure: Sealed without Preselection  
Description:

#### **INTRODUCTION**

The Town of Palm Beach, is seeking bids from qualified contractors to provide roof inspection services for various facilities. **The selected vendor shall not provide any roof repair services under this contract**; this contract is for consulting and scope-writing service only. These services will be required on an as-needed basis.

It is the intent of The Town of Palm Beach to establish a single Contract with a qualified roofing consultant for Roof-inspection and Scope-writing Services, on an as-needed basis. The Town has multiple facilities with roofing systems of various types including but not limited to asphalt, modified bitumen, metal, barrel and concrete flat tile. These facilities require inspections to identify roofing problems and issues which might require corrective measures to be performed before the integrity of the roof system is compromised.

The contract resulting from this Invitation to Bid will be for a one (1) year period with four (4) additional options of one (1) year each, to be renewed on annual basis, pending review and approval of the vendor's performance, for a possible five (5) year maximum contract.

The Town only accepts online submittal of proposals through Negometrix, the eProcurement platform linked to the Town website, promoting a greener footprint. Town will not accept paper bids by mail and the system will not allow late submissions.

#### **AWARD**

Award will be made to the lowest responsive and responsible bidder, whose bid meets the requirements and criteria set forth in this Invitation to Bid.

The Town reserves the right to award to the bidder(s) who will best serve the interests of the Town. The Town reserves the right to accept or reject any and/or all bids and to award or not award a contract based on this bid proposal.

#### **PRE-BID MEETING**

A "NON-MANDATORY" pre-bid meeting will be held on:  
Date/Time: Wednesday August 11th, 2021 10:00 AM EPT

\*\*\*\*\*This pre-bid meeting will be conducted via virtual conference through Go To Meeting platform. Please see attached Go To Meeting instructions\*\*\*\*\*

Attendance is strongly encouraged as this will be the only forum to seek clarification from Town staff.

#### **BID OPENING:**

A "NON-MANDATORY" public bid opening will be held on:  
Date/Time: Friday August 27th, 2021 2:00 PM EPT

\*\*\*\*\*This bid opening will be conducted via virtual conference through Go To Meeting platform. Please see attached Go To Meeting instructions\*\*\*\*\*

#### **QUESTION DEADLINE**

The deadline for questions is SEVEN (7) CALENDAR DAYS before the end of the Offer Phase (due date).

Questions should be submitted through this software platform using the Question & Answer feature. An alternative is to email directly to the lead purchasing agent.

The Town may provide written addenda up to FIVE (5) calendar days before the date fixed for receiving the bid proposals. Any oral explanation(s) given before the bid opening will not be binding.

#### **DESIGNATED PROCUREMENT REPRESENTATIVE**

The Designated Procurement Representatives for this Solicitation is:  
Ryan Canterbury  
Email: rcanterbury@townofpalmbeach.com  
Direct phone: (561) 227-7002

All communications regarding this solicitation shall be handled only by Town Purchasing Representatives.

#### **ASSISTANCE & SUPPORT**

Attached below is a file titled 'Getting Started in Negometrix - Supplier Guide'. Suppliers may also contact the Negometrix support desk at the number provide

**NEGOMETRIX SUPPORT CONTACT**

(Technical) Assistance (Mon - Fri: 8 am to 6 pm) Negometrix Service Desk Telephone: (724) 888-5294

## Awarded supplier(s)

- Knopf & Associates, Inc. (Knopf & Associates, Inc.)

## Offers/Applications from suppliers

- **Suppliers** (Number of suppliers: 20)
  - Artisan Rebuilders LLC
    - Participant since : Aug 16 2021 3:08:10 PM
  - CJ Contracting, LLC
    - Participant since : Aug 16 2021 12:10:38 PM
  - Certified Roofing specialists, Inc.
    - Participant since : Aug 11 2021 3:33:57 PM
  - Raymond
    - Participant since : Aug 11 2021 10:00:08 AM
  - Knopf & Associates, Inc.
    - Participant since : Aug 11 2021 9:44:55 AM
  - Knopf & Associates, Inc.
    - Participant since : Aug 9 2021 4:27:33 PM
  - Certified Inspectors, LLC
    - Participant since : Aug 9 2021 12:33:39 PM
  - Gale Associates, Inc.
    - Participant since : Aug 6 2021 12:10:21 PM
  - HT CONSTRUCTION & RENOVATIONS,
    - Participant since : Aug 6 2021 11:08:03 AM
  - Ameritech Roofing Systems
    - Participant since : Aug 5 2021 11:32:46 AM
  - nova engineering & environmental
    - Participant since : Aug 4 2021 1:08:43 PM
  - Amtech Solutions, INC
    - Participant since : Aug 3 2021 5:42:31 PM
  - Jeffrey Igoe Architects, P.A.
    - Participant since : Aug 3 2021 9:47:31 AM
  - Advanced Roofing, Inc.
    - Participant since : Aug 3 2021 7:08:32 AM
  - TRC Worldwide Engineering
    - Participant since : Aug 3 2021 6:39:11 AM
  - Terracon Consultants, Inc.
    - Participant since : Aug 3 2021 12:55:09 AM
  - GLE Associates, Inc.
    - Participant since : Aug 2 2021 11:10:47 AM
  - Grace Roofing & Sheet Metal Enterprise

- Participant since : Aug 2 2021 8:12:11 AM
- Universal Engineering Sciences, Inc.
  - Participant since : Jul 30 2021 1:42:22 PM
  - Removed on : Jul 30 2021 1:44:39 PM
- Envirobidnet.com an Entram Corp.
  - Participant since : Jul 30 2021 9:50:10 AM
- **Offer phase** (Number of offers in phase: 6)
  - Amtech Solutions, Inc. (Amtech Solutions, INc) Time and date of submitting: Aug 27 2021 11:46:05 AM
  - Terracon Consultants, Inc. (Terracon Consultants, Inc.) Time and date of submitting: Aug 27 2021 12:45:56 PM
  - nova engineering & environmental (nova engineering & environmental) Time and date of submitting: Aug 27 2021 11:27:38 AM
  - Knopf & Associates, Inc. (Knopf & Associates, Inc.) Time and date of submitting: Aug 12 2021 10:48:23 AM
  - Raymond (Raymond) Time and date of submitting: Aug 25 2021 2:02:36 PM
  - Artisan Rebuilders LLC (Artisan Rebuilders LLC) Time and date of submitting: Aug 27 2021 8:42:28 AM
- **Evaluation** (Number of offers in phase: 2)
  - Knopf & Associates, Inc. (Knopf & Associates, Inc.)
  - Artisan Rebuilders LLC (Artisan Rebuilders LLC)
- **Awarding** (Number of offers in phase: 1)
  - Knopf & Associates, Inc. (Knopf & Associates, Inc.)

## Schedule

Name	Type	Start date	End date	Responsible person
Creation date	Date	Jul 12 2021 1:36 PM	—	Solicitations Palm Beach
Preparation	Phase	Jul 12 2021 1:36 PM	Jul 30 2021 2:00 PM	
Offer phase	Phase	Jul 30 2021 2:00 PM	Aug 27 2021 2:00 PM	
Pre-bid Meeting	Date	Aug 11 2021 10:00 AM	—	
Evaluation	Phase	Aug 27 2021 2:00 PM	Sep 14 2021 10:00 AM	
Award phase	Date	Sep 14 2021 10:00 AM	—	

## Results

• **Offer phase** (Jul 30 2021 - Aug 27 2021)  
**Solicitation Package**

Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Quality score	Phase
1	Artisan Rebuilders LLC	2	-	-	-	-	\$10,666.58	0%	Yes
2	Knopf & Associates, Inc.	1	-	-	-	-	\$11,025	0%	Yes
3	Amtech Solutions, INc	-	-	2	-	-	\$24,200	0%	No
4	Raymond	-	-	-	-	-	\$30,000	0%	No
5	nova engineering & environmental	-	-	1	-	-	\$37,300	0%	No
6	Terracon Consultants, Inc.	-	-	-	-	-	\$38,242	0%	No

**Additional Locations**

Result

Rank	Name	Price	Phase
1	Artisan Rebuilders LLC	\$3,403.55	Yes
2	Knopf & Associates, Inc.	\$23,200	Yes
3	nova engineering & environmental	\$45,100	No
4	Amtech Solutions, INc	\$48,500	No
5	Raymond	\$48,750	No
6	Terracon Consultants, Inc.	\$50,922	No

**Hourly Rate**

Result

Rank	Name	Price	Phase
1	Artisan Rebuilders LLC	\$47	Yes
2	Amtech Solutions, INc	\$120	No
3	nova engineering & environmental	\$145	No
4	Terracon Consultants, Inc.	\$149.50	No

5	Raymond	\$150	No
6	Knopf & Associates, Inc.	\$225	Yes

### Specialty Subcontractor Services

Result

Rank	Name	Price	Phase
1	Terracon Consultants, Inc.	\$0	No
1	Amtech Solutions, INc	\$0	No
3	Artisan Rebuilders LLC	\$0.10	Yes
3	Raymond	\$0.10	No
5	Knopf & Associates, Inc.	\$0.20	Yes
5	nova engineering & environmental	\$0.20	No

### • Evaluation

#### Solicitation Package

Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Quality score	Phase
1	Artisan Rebuilders LLC	2	-	-	-	-	\$10,666.58	0%	No
2	Knopf & Associates, Inc.	1	-	-	-	-	\$11,025	0%	Yes

#### Additional Locations

Result

Rank	Name	Price	Phase
1	Artisan Rebuilders LLC	\$3,403.55	No
2	Knopf & Associates, Inc.	\$23,200	Yes

#### Hourly Rate

Result

Rank	Name	Price	Phase
1	Artisan Rebuilders LLC	\$47	No
2	Knopf & Associates, Inc.	\$225	Yes

### Specialty Subcontractor Services

Result

Rank	Name	Price	Phase
1	Artisan Rebuilders LLC	\$0.10	No
2	Knopf & Associates, Inc.	\$0.20	Yes

**• Awarding Solicitation Package**

Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Quality score
1	Knopf & Associates, Inc.	1	-	-	-	-	\$11,025	0%

**Additional Locations**

Result

Rank	Name	Price
1	Knopf & Associates, Inc.	\$23,200

**Hourly Rate**

Result

Rank	Name	Price
1	Knopf & Associates, Inc.	\$225

**Specialty Subcontractor Services**

Result

Rank	Name	Price
1	Knopf & Associates, Inc.	\$0.20

**Contracts**

Contract	Contract manager	Contracted value	Supplier	Category	Contract template	Start date	End date
<b>7625 Bid No. 2021-22 - Roof Inspection Services</b>	Solicitations Palm Beach	—	 Knopf & Associates, Inc.	Ann Facilities	Solicitations Contracts	Oct 1 2021	Sep 30 2026

**Comments**

No comments