

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZATION TO RENEW SHINGLE ROOF REPAIR AND  
REPLACEMENT CONTRACT**

**Item No. 5b**

WHEREAS, the Louisville Metro Housing Authority (LMHA) is required to maintain, repair and replace all roofs as needed at all LMHA properties; and

WHEREAS, specifications were developed, advertised, and bids received on November 5, 2019, for Shingle Roof Repair and Replacement at Various Sites as needed for all LMHA sites; and

WHEREAS, the Evaluation Committee reviewed the bids received and determined L.H. Barrett Co., LLC to be the most responsive and responsible bid received; and

WHEREAS, the Evaluation Committee and Management recommended award of this contract to L.H. Barrett Co., LLC for one year, with four one-year renewal options; and

WHEREAS, the initial year contract and first one-year renewal has expired; and LMHA and L.H. Barrett Co., LLC would like to execute the second one-year renewal option.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with L.H. Barrett Co., LLC for repairs and replacement of roofs as needed for all LMHA sites, in an amount not to exceed \$100,000 annually.

## RESOLUTION BACKGROUND STATEMENT

### AUTHORIZATION TO RENEW SHINGLE ROOF REPAIR AND REPLACEMENT CONTRACT

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#### I. STATEMENT OF FACTS:

There is an ongoing need to repair and replace roofs at all LMHA properties. During inclement weather the need for these services becomes even greater and routine repairs and replacement reduces the rate of damage claims and liabilities. A sound roof is necessary to ensure the safety and comfort of our residents.

Staff developed specifications and advertised for 46-line-item bids on October 16<sup>th</sup> , 17<sup>th</sup> and the 23<sup>rd</sup> of 2019. The project team used the LMHA's Website and the Housing Agency Marketplace (e-Procurement), reaching at least 1374 companies that we can confirm received an "invitation for bids", and it includes 33 MBE, 28 FBE and 3 DBE companies from the tri-state area (Kentucky, Indiana and Ohio). The breakdown is as follows:

MBE / African-American Business Enterprise	424 (31%)
MBE / Asian Pacific-American Business Enterprise	15 ( 1%)
MBE / Asian Indian-American Business Enterprise	21 ( 2%)
MBE / Hassidic Jew-American Business Enterprise	2 ( 0%)
MBE / Hispanic-American Business Enterprise	68 ( 5%)
MBE / Native American Business Enterprise	16 ( 1%)
FBE / Woman-owned Business Enterprise	276 (20%)
QDVO / Qualified Disabled Veteran Owned	46 ( 3%)
NONE / (Not Woman- or Minority-owned)	696 (50%)

From the 1374 companies listed above, a total of 21 companies downloaded and reviewed the Plans and Specifications for the Shingle Roof Repair and Replacement at Various Sites and they are as follows:

MBE / African-American Business Enterprise	6 (29%)
MBE / Asian Indian-American Business Enterprise	1 ( 5%)
MBE / Asian Pacific-American Business Enterprise	1 ( 0%)
FBE / Woman-owned Business Enterprise	4 (19%)
NONE / (Not Woman- or Minority-owned)	11 (52%)
QDVO / Qualified Disabled Veteran Owned	1 ( 5%)

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**I. STATEMENT OF FACTS (cont'd):**

The following bids were received on November 5, 2019. L.H. Barrett Co., LLC was the low bid on all 46-line items. L.H. Barrett Co., LLC is a female minority owned business.

<b><u>Vendor</u></b>	<b><u>Total bid (All 46-line items)</u></b>
L.H. Barrett Co., LLC	\$ 1,822.80
G.P. New Enterprise Group, LLC	\$ 4,311.00
New Look Roofing	*Bid arrived late and was rejected

The bid submitted by L.H. Barrett Co., LLC in the amount of \$1,822.80 was determined to be the lowest and most responsible and responsive bid received.

As this project is funded through the Operating Budget, the MBE participation goal is 25%, the FBE is 10%, and the DBE is 0.5%. However, L.H. Barrett Co., LLC, will be doing the entire job with its own workforce, and therefore, the MBE, FBE, and DBE Goals requirements are not applicable.

The Procurement Committee has discussed this project and recommended award of the contract to L.H. Barrett Co., LLC in the amount not to exceed \$100,000 annually.

**II. ALTERNATIVES:**

- A. Renew the contract for the repairs and replacement of roofs as needed for all LMHA sites in an amount not to exceed \$100,000 annually, with the option for four one-year renewals.
- B. Do not renew the contract at this time.

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#### III. RECOMMENDATION:

Evaluation Committee recommends alternative "A".

#### IV. JUSTIFICATION:

Any repair and replacement work to roofs poses a liability to LMHA. It is advantageous for LMHA to contract out this work to a professional roofing firm due to the dangerous heights involved and the risk of injuries.

The bid submitted by L.H. Barrett Co., LLC in the amount of \$1,822.80 was determined to be the lowest and most responsible and responsive bid received on all 46-line items. LH. Barrett Co., LLC is a female minority owned business. The Procurement Committee has discussed this project and recommends award of the contract to L.H. Barrett Co., LLC in the amount not to exceed \$100,000 annually. During this current contract period \$84,273.00 has been spent.

The annual contract allows LMHA to secure quality services at consistent, competitive prices for one year, with four one-year renewal options, rather than at fluctuating rates on a case-by-case basis. The annual contract eliminates the administrative burden of multiple procurements.

LMHA staff completed the Contract Renewal Evaluation Form. This vendor received an overall rating of Above Average (Above Average/Average/Below Average).

#### V. BUDGET APPROVAL:

Funds have been identified in the 2022 Operating Budget to honor this contract.

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Angela Larsson, Director of Finance

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Date

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**VI. PROCUREMENT CERTIFICATION:**

The procurement of this contract is in compliance with the Louisville Metro Housing Authority's Procurement Policy and Procedures.

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Steve Webb, Purchasing Agent

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Date

Submitted by: Greg Crum  
Assistant Director of Property Management  
November 16, 2021