



CITY OF CORAL GABLES

405 Biltmore Way
Coral Gables, FL 33134
(305) 460-5102

Finance Department / Procurement Division Request for Special Procurements/Bid Waiver (Not to exceed \$100,000 for supplies and services, \$25,000 for construction)

Section 2-691 The City Manager shall be authorized to grant special procurements/bid waivers for supplies and services in the amount not to exceed \$100,000 and on construction contracts not to exceed \$25,000 subject to public notice requirements in accordance with administrative regulations. All other contracts shall be made only when authorized by the city commission upon the written recommendations of the city manager.

3W 2021-078					
PART I: Department/Vendor Information					
Division/ Department	Public Works Engineering	Dept. Contact	David Galeano	Requisition No.	
Suggested Vendor	Turnkey Roof Consulting, Inc.	Service/Item Description	Consulting & Roof Installation Inspection Services	Value	\$25,000
PART II: Explanation (Supporting documentation must be attached)					
Special/Bid Waiver Procurement	The attached proposal dated 08/18/2021 is a request by the City Manager to engage the services of Turnkey Roof Consulting Inc. to perform consulting and roof installation inspection services for the War Memorial Youth Center Roof Replacement project. The proposal is based on a \$125.00 hourly rate with a not to exceed amount of \$25,000. Turnkey Roof Consulting Inc. is a reputable roofing consulting company that specializing in this type of inspection services. They have recently performed similar services for the City on the new Public Safety Building.				

Digitally signed by Hermes Diaz
Date: 2021.08.20 09:37:47 -04'00'

Department Head Signature

Eduardo Santamaria

Digitally signed by Eduardo Santamaria
Date: 2021.08.20 11:09:07 -04'00'

City Manager or Designee

Date

08/20/2021

Date

** Requires commission approval.
Agenda item must be presented by the user dept.
Celeste Swisher Ham 8/30/21*



METRO DADE COUNTY
NOA# 20-0408.01

SURPASSING EXPECTATIONS

FLORIDA CERTIFICATE OF
AUTHORIZATION # 29976

August 18, 2021

Mr. David Galeano, EIT, MSCM, ENV, LEED Green Associate
Civil Engineer
City of Coral Gables, Public Works Department
2800 SW 72nd Avenue
Coral Gables, Florida 33155

RE: War Memorial, Youth Center
405 University Drive
Coral Gables, Florida 33134

Ms. Galeano

We appreciate the opportunity to provide you with the following quote for Consulting and Roof installation inspection services at the above referenced site new roof project. Below rates are hourly, portal to portal. All inspections will be performed by a Turnkey Roof Consulting inspector. We anticipate being on site when roofing activities are taking place, as requested by owner. The same hourly rates will apply while performing submittal reviews or attending any additional project meetings required by you or your team. Cost – NOT TO EXCEED \$25,000.00

(CONSULTING & INSPECTION SERVICES INFORMATION)

1. Review plans and specifications provided by others for compliance with the design intent, 2020 FBC (HVHZ), and manufacturer requirements including guarantees;
2. Perform In-progress roof inspections during ongoing roofing activities with associated reports;
3. Attend weekly Construction Meetings as required;
4. Perform Final Roof Inspections with associated reports.

Total Consulting and Inspection Services Investment: _____\$125.00 per hr. (Portal to Portal)

(INSPECTION REPORTS TO INCLUDE)

- System installation analysis per the 2020 FBC (HVHZ), approved submittal documents and approved permit documentation provided by others;
- Photographic documentation to include date and time stamps;
- Summary of daily progress;
- Comprehensive report any deficiencies or corrective actions required.

Ms. Galeano, the above referenced items should be sufficient to insure you receive a quality roof system installed in compliance with the current building code, design intent, as well as manufacturer's requirements. Once again, thank you for the opportunity and please contact me with any questions you may have

TOTAL COST (NOT TO EXCEED)

\$25,000.00

Turnkey Roof Consulting, Inc.

City of Coral Gables, Public Works Department:

Date: August 18, 2021

Date: _____

Brian Beahn, RRO #1615

Print: _____

Senior Consultant

Title: _____

3260 NW 23rd Avenue, Suite 300E Pompano Beach, Florida 33069 Ph. (954) 978-9330 Fax (954) 978-9339
john@turnkeyroofconsulting.com