



2411 West 14th Street, Tempe, AZ 85281 • T: 480.731.8520 • www.procurement.maricopa.edu

June 23, 2021

Progressive Roofing, Inc.
Attn: Michelle Farrell
23 North 35th Avenue
Phoenix, AZ 85009

Re: Maricopa County Community College District
Request for Proposal #3319-2
Roofing Contractor Services
NOTICE OF CONTRACT EXTENSION

Dear Ms. Farrell:

This is to advise you that Maricopa County Community Colleges would like to consider the extension of your Roofing Contractor Services until time a new RFP for these services can be released and awarded.

The contract extension term is **July 1, 2021 through December 31, 2021**. A separate purchase order will be issued for each project negotiated under this contract. Certificates of Insurance will be required before a purchase order is created.

Please sign and return the attached Request for Contract Extension to us within ten (10) calendar days from the date of this Request to **ren.carlson@domail.maricopa.edu**. Acknowledgement of this Notice will indicate your interest in continuing services and serve as acceptance of the contract extension terms and conditions. We will return a countersigned Acknowledgement.

If you do not wish to accept the one year extension, please give the District a thirty (30) day notice.

Roofing Contractors may submit new mark-up coefficients and rate schedules. The new coefficients will be reviewed and may be negotiated. If approved, you will be notified in writing they have been approved.

For Repair and/or Replacement work (including any direct purchases and/or other miscellaneous costs to RC). Mark-up = (costs x coefficient). An updated Project Scope Document form and Schedule of Values has been attached for your use.

	*1 Total Cost of the Work/Project (Delivery Order) Value					
	\$0 - \$49,999	\$50,000 - \$99,999	\$100,000 - \$199,999	\$200,000 - \$499,999	\$500,000 - \$999,999	\$1,000,000 +
Coefficient	35	30	28	27	26	24

*1 Projects totaling \$50,000 or more require proof of Bonds and Insurance including Builder's Risk.

The coefficients shown in the table above shall be used to determine the amount payable to the Contractor for his Direct and Subcontracted costs for each project. Mark-up coefficients shall include Contractor's fee, costs of premiums for bonds, insurance, and all expenses or costs listed in the Contract General Conditions, along with all other expenses or costs not included in the Direct Cost of the Work, including any pre-construction services (i.e. estimating, etc.). Sales Tax will be added to the above amounts for the total cost of the Work.

Roofing Contractors may also submit **new rate schedules**. These rate schedules will be reviewed and may be negotiated. If approved, you will be notified in writing that they have been approved.

RATE SCHEDULE

A) Maintenance Service: At buildings or campuses (with greater than 50,000 SF); Cost per square foot (SF) to service roof areas (one-time removal of debris, clean drains, patch and recoat roofing and/or parapets as directed by roofing consultant). SF cost is applied to entire roof area and is to include incidental materials and mark-ups.
Total Cost of Work = (Cost/SF x SF of entire building) + tax. \$.07 /SF

B) Direct Labor Cost: <<Revised description>>
Include Labor Burden; the costs a business incurs to employ a worker besides the actual cash wages or salary that it pays the employee. Labor Burden includes payroll taxes, retirement, pensions, life & health insurances, worker's compensation and other fringe benefits. It does not include overhead & profit which are in the mark-up coefficient.

\$ 60 /Hr – **Laborer's** hourly rate during normal business hours
\$ 68 /Hr – **Journeyman's** hourly rate during normal business hours
\$ 68 /Hr – **Forman's** hourly rate during normal business hours
\$ 73 /Hr - **Superintendent's** hourly rate during normal business hours
 25 % - **Percentage increase** on Labor rates above, for work outside normal hours

Roofing Contractors are reminded that, as mandated by Arizona Revised Statutes § 41-4401, Maricopa is prohibited from awarding a contract to any contractor who fails, or whose subcontractors fail, to comply with the requirements to verify the employment eligibility of their employees through the Federal E-verify system. Note that this also applies to all subcontractors and sub-consultants that you may use for this work.

Should you have any questions, please contact Ren Carlson, Procurement Supervisor, at 480-731-8519.

Sincerely,



David Martin
Director of Purchasing and Auxiliary Services

cc: Gary Eberhard, file

Maricopa County Community College District

ACCEPTANCE OF NOTICE

Contract No. 3319-2

Roofing Contractor Services

Receipt of the foregoing **Notice of Extension** is hereby acknowledged by:

Michelle Farrell

(Print Name)

this 25th day of June, 2021.

Progressive Roofing, Inc.

(Company Name)

By:

(Signature)

Asst Secretary

(Title)

MF

These forms contain changes (please initial)

**PROJECT SCOPE
DOCUMENT
(Provided for each RC Project)**

Project Scope Document and Schedule of Values is required for all submissions.

**ROOFING CONTACTOR:
PROJECT NUMBER:
PROJECT NAME:
CAMPUS:
DATE OF PROPOSAL:
MCCCD CONTRACT NUMBER: IFB#3319-2**

DESCRIPTION OF WORK

Describe the scope of Work in as much detail as needed. Provide additional attachments if needed. Reference any drawings or specifications,

< or Per attached.

ARCHITECTURAL/ENGINEERING CONSULTANTS, IF ANY:

DOCUMENTS PROVIDING THE BASIS OF THE PROJECT PRICE PROPOSAL

List the drawings, specifications or other information upon which the Project's proposal Project price is based. If the price is based upon a written description by the college only, attach a copy of that description to this Document.

WORK, MATERIALS, EQUIPMENT or SEPARATE WORK TO BE PROVIDED BY THE COLLEGE:

PROJECT PRICE

A	Cost of Work (including any direct purchases or other miscellaneous costs to the RC)	\$
B	Mark-up for work	\$
C.	<u>Applicable Sales Tax</u>	<u>\$</u>
	TOTAL PROJECT <FIXED <NOT TO EXCEED COST:	\$

PROJECT TIME & SCHEDULE

Proposed Date of

Substantial Completion: <On or before the following date: _____ <or within
calendar Days From Purchase Order Receipt.

Final Completion, including all punch list items: Within <7 <14 days following the Date
of Substantial Completion

Additional Important Milestone Dates or Deadlines:

LIQUIDATED DAMAGES (OPTIONAL PER PROJECT):

dollars (\$) _____) for each consecutive Calendar Day past the agreed upon Date of Substantial
Completion.

ATTACHMENTS/CHECK LIST:

PERFORMANCE BOND AND PAYMENT BOND

- Performance Bond attached (required for all projects with an initial value of \$50,000.00 or more)
- Payment Bond attached if using subcontractors

INSURANCE REQUIREMENTS

- Insurance provided as an Annual Policy – on file with District FP&D.
- Insurance provided for this specific project (attach copy).

SCHEDULE OF VALUES

- AIA Document G703 or similar breakdown attached (See example).

SUBCONTRACTOR QUOTES

- Labor and Material quotes and breakdown for all major subcontractors over \$1000

SELF PERFORMED WORK and OTHER DIRECT COSTS

- Detailed breakdown of labor and material for all work proposed to be provided by the Contractor’s own crafts and personnel
- Detailed listing (description and cost) of all other Contractor direct costs not included above and not included in the Contractor’s multipliers

- CONSTRUCTION SCHEDULE (Project Duration and Major Milestones as applicable)**

Contractor:

FP&D/College - Reviewed and Accepted by:

Date

Date

Title

Title

PROJECT SCHEDULE OF VALUES

	GENERAL CONDITIONS			SUB-CONTRACTOR OR SUPPLIER
1	PROJECT MANAGER ____ hours per week		\$0.00	
	FIELD SUPERVISION ____ hours per week		\$0.00	
	TEMPORARY FACILITIES (attach a list of specific cost breakdown)		\$0.00	
	SITE SAFETY		\$0.00	
	EQUIPMENT RENTAL (attach a list of specific cost breakdown)		\$0.00	
	PERMITS		\$0.00	
	Sub Total-GENERAL CONDITIONS		\$0.00	
	CONSTRUCTION COSTS			
2	CONCRETE		\$0.00	
3	MASONRY		\$0.00	
4	METALS		\$0.00	
5	WOOD & PLASTICS		\$0.00	
6	THERMAL & MOISTURE PROT.		\$0.00	
7	DOORS & WINDOWS		\$0.00	
8	SPECIAL CONSTRUCTION		\$0.00	
9	MECHANICAL		\$0.00	
10	ELECTRICAL		\$0.00	
	Sub Total-SUB CONTRACTOR COSTS		\$0.00	
	SCOPE OF SELF PERFORMED WORK: (describe)			
	LABOR COST for SELF-PERFORMED WORK:		\$0.00	
	MATERIALS COST for SELF-PERFORMED WORK:		\$0.00	
	OTHER MISC COSTS: (describe)			
			\$0.00	
			\$0.00	
	Sub Total-CONSTRUCTION WORK AND OTHER MISC COSTS		\$0.00	
	ALLOWANCES OR CONTINGENCY AMOUNTS (PROVIDE LIST)		\$0.00	
	GRAND TOTAL		\$0.00	