



Memorandum of Recommendation

November 9, 2020

TO: Dr. Robert Shaner, Superintendent

FROM: Dana Taylor, Deputy Superintendent for Business Affairs

RE: **Recommendation for Award of Baseball and Softball Safety Netting**

On October 15, 2020 the district advertised a Request for Proposal for Baseball and Softball Fields Safety Netting in the local publication, the Rochester Post, and posted RFP documents on the Purchasing pages of the district's website, Sigma, and BidNet Direct. The district received two (2) responsive bids on the due date and a public bid opening was conducted on October 29, 2020 at 2:30pm.

The scope of the project includes installation of safety netting at two (2) baseball fields and three (3) softball fields at the district high schools.

Proposals were evaluated by the Director of Capital Projects & Facilities, Pete Muscio. Compliance with bid requirements was reviewed by the Purchasing Supervisor, Jennifer Fickel. The original bid documents are on file in the Purchasing Department, and the proposal summary is attached. The source of funding is the 2015 Bond.

Based on this information, we recommend **the District award the Baseball and Softball Safety Netting project to Michigan Fence Outlet, in the amount of \$36,000.00 and to approve a contingency amount of 5% for a total project not-to-exceed amount of \$37,800.00.**



<b>Category No. :</b>	N/A
<b>Project:</b>	21.04 Baseball and Softball Safety Netting
<b>Bid Category/Description:</b>	N/A

	<b>Date:</b>	<b>Time:</b>
<b>Bids Due:</b>	10/29/2020	2:00pm
<b>Bids Opened:</b>	10/29/2020	2:30pm

Company	Base Bid									Iran Economic Sanction	Familial Disclosure	Bid Bond	Comments
Michigan Fence Outlet	\$36,000.00									<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Empire Netting & Fence	\$88,500.00									<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
										<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
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										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Apparent Low Bidder:</b>	\$ 36,000.00												

**Company Name:** Michigan Fence Outlet  
 Bids Recorded By: Jennifer Fickel, Rochester Community Schools  
 Witnessed By: Deborah Whitlock, Rochester Community Schools