



Memorandum of Recommendation

December 14, 2020

TO: Dr. Robert Shaner, Superintendent

FROM: Dana Taylor, Deputy Superintendent for Business Affairs

RE: **Recommendation for Award of RHS Auxiliary Gymnasium Flooring**

On October 29, 2020 the district advertised a Request for Proposal for Flooring at the Rochester High School Auxiliary Gymnasium 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 three (3) bids, two (2) of which were responsive of all required documents, on the due date and a public bid opening was conducted on November 19, 2020 at 2:30pm.

The scope of the project includes replacement of flooring in the auxiliary gymnasium at RHS which is necessary due to water damage.

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 both General Fund and Sinking Fund. The General Fund portion will be offset by reimbursement of an insurance claim.

Based on this information, we recommend **the District award the RHS Auxiliary Gym Flooring project to Varsity Flooring, in the amount of \$81,450.00 and to approve a contingency amount of 5% for a total project not-to-exceed amount of \$85,522.50.**



Category No. :	N/A
Project:	21.05 RHS Auxiliary Gym Flooring
Bid Category/Description:	N/A

	Date:	Time:
Bids Due:	11/19/2020	2:00pm
Bids Opened:	11/19/2020	2:30pm

Company	Base Bid									Iran Economic Sanction	Familial Disclosure	Bid Bond	Comments
Kuhn Specialty Flooring	\$91,400.00									<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol. Alt.
Star Flooring	\$94,900.00									<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vol. Alt.
Varsity Flooring	\$81,450.00									<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol. Alt.
										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
										<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Apparent Low Bidder:	\$ 81,450.00									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Company Name: Varsity Flooring
 Bids Recorded By: Jennifer Fickel, Rochester Community Schools
 Witnessed By: Deborah Whitlock, Rochester Community Schools