



**APPENDIX H**  
**SCHOOL BOARD POLICY 7.71**

**SARASOTA COUNTY SCHOOLS**  
**PROJECT ASSIGNMENT SHEET**  
**PROFESSIONAL SERVICES SELECTION COMMITTEE**

DATE: 5/23/2017                      PROJECT NO. N/A                      DEPT. Construction Services

PROJECT: **ROOFING CONSULTING SERVICES 2017-2020**

The Professional Services Selection Committee, in accordance with School Board Policy 7.71, has selected the **top two (2) companies** and ranked them as indicated below:

FIRST CHOICE    Roof Engineering Associates, Inc.

SECOND CHOICE Terracon Consultants, Inc.

Signature of Committee Members

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**SARASOTA**  
County Schools

**SCHOOL BOARD POLICY 7.71  
SARASOTA COUNTY SCHOOLS**

**PROFESSIONAL SERVICES SELECTION COMMITTEE  
MAJOR/MINOR & CONTINUING CONTRACT  
PROJECT SCORE SHEET**

**PROJECT: ROOFING CONSULTING SERVICES 2017-2020**

**DEPT.: 9042-CSD EST.COST/FEE DEPT. \$500,000.00**

**SCOPE OF WORK:** The scope of work shall include, but not be limited to, (1) evaluation of existing roofing and waterproofing systems, including associated structural and thermal insulation elements; (2) recommendations on prioritizing repairs or replacements; (3) development of budgets; (4) design and construction services of roofing projects as assigned by School Board staff; (5) providing field inspection services as needed; and (6) perform annual roof inspections and maintain the District's roof asset management program, utilizing Roofer/Builder. The total estimated cost for these services for the three (3)-year period is \$500,000.00.

**ADVERTISEMENT**  
**DATE:** 4/28/2017  
**PAPER:** Sarasota  
Herald Tribune

**MEETING NOTICE**  
**DATE:** 5/3/2017  
**LOCATION:** Construction  
Services Dept.

ADMIN		COMMITTEE											
		SHORTLIST					INTERVIEW						
MINORITY FIRM	LOCATION	TEAM QUALIFICATIONS	LIST OF PROJECTS	RELATED EXPERIENCE	TOTAL	TIMELINES & COST CONTROL	ABILITY TO PERFORM / TEAM STRENGTH	INTERVIEW RATING	PROBLEMS & SOLUTIONS / COST CONTROL MEASURES	INNOVATION/CREATIVITY	TOTAL		
0-1	1-5	1-15	1-10	1-20		1-20	1-20	1-10	1-20	1-10			
APPLICANT		CITY	A	B	C	D	E	F	G	H	I	J	
Biller Reinhart Engineering Group	Tampa	5	0.0	4.0	12.0	7.2	14.8	38.0					
PBA Design Group	Tampa	4	0.0	4.0	12.4	7.0	15.8	39.2					
Professional Services Industries, Inc.-Intertek	Tampa	3	0.0	4.0	13.4	8.8	17.6	43.8					
Roof Engineering Associates, Inc.	Palm Harbor	1	0.0	4.0	14.4	9.6	19.0	47.0					
Terracon Consultants, Inc.	Sarasota	2	0.0	5.0	13.8	9.0	18.0	45.8					

**SHORTLISTING**  
**DATE:** May 23, 2017

**COMMITTEE MEMBERS' SIGNATURES**

**INTERVIEW**  
**DATE:** June 13, 2017

**COMMITTEE MEMBERS' SIGNATURES**

NOTE: The highest score possible for the short-listing portion is 50 (+1 for minority firm) = 51;  
The highest score possible for the interview/presentation portion is 70.