BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
Dr. Dan A. Sims, Superintendent

From: Sam Kitchens, Assistant Superintendent of Operations
Dr. Elaine Wilson, Executive Director of Procurement

Subject: Consultant for Roofing / Energy Enhancement Project

Summary

This memorandum requests approval for a firm to provide roofing consulting services for the renovation of roofs at Northeast HS, Ballard Hudson MS, Weaver MS, Southfield ES, Elam at Burke ES, and Union ES.

Background

As part of the 2021 ESPLOST Energy / Efficiency District Wide, the Board approved District-wide roofing repair projects. This memorandum recommends a firm to provide consulting services for these projects.

Merik Consulting, Inc. is an approved vendor with the District. Merik Consulting Inc. has consistently managed the District's roofing needs for many years. Merik will provide necessary project documents, technical specifications, and drawings required for repairs at Northeast HS, Ballard Hudson MS, Weaver MS, Southfield ES, Elam at Burke ES, and Union ES. Fees for these services are a percentage of construction contract totals (6% design and 4% construction administration).

Recommendation

It is recommended that the Bibb County Board of Education authorizes the Superintendent to issue a purchase order to Merik Consulting, Inc., Byron, GA, for consulting services related to roof repairs at Northeast HS, Ballard Hudson MS, Weaver MS, Southfield ES, Elam at Burke ES, and Union ES. This project will be funded by 2021 ESPLOST.

Superintendent's Comments and Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved