



May 17, 2017

Mr. Phillip Francis  
Director of Operations  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: Sinking Fund Projects  
Contract Award Recommendation – District Wide Roof Assessment Project

Dear Mr. Francis:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of a Professional Services Firm for the Project listed above. This update represents the mutual efforts of PMC and LPS administration and staff (the Project Team) to present a framework in order to identify, evaluate and recommend a Professional Services Firm for this Project.

On April 4, 2017, a Request for Proposals was issued and made available to a preselected list of five (5) firms specializing in this area of work. It should be noted that this work is considered a professional service and is not required to be publicly bid.

On April 18, 2017, four (4) bid proposals were received for the Project, and over the next several weeks were thoroughly reviewed. Interviews were conducted on April 28th and were attended by representatives from PMC and LPS. The scope of work, project schedule, related K-12 experience, manpower requirements, and other particulars regarding the work were reviewed and discussed.

Upon completion of the interviews, and after subsequent clarifications and discussions, the Team is recommending Roofing Technology Associates, LTD (RTA) for contract award. RTA is currently working in the district on the high school projects, has strong experience in the K-12 industry, and is also located in Livonia. The Team also felt that their proposal included the necessary amount of time and manpower required to undertake an engagement of this magnitude. This contract award recommendation is for a total of \$59,700.00, including reimbursables.

The costs for this work will be detailed in a Roofing Consulting Services Agreement between LPS and RTA, pending final review and approval of terms by district's legal counsel.

The Team is available at the Board's convenience to answer any questions regarding bidding, the proposals, interview process, or the recommendation herein. Please direct all questions through me via email at paul.theriault@plantemoran.com.

Sincerely,

PLANTE MORAN CRESA

A handwritten signature in blue ink, appearing to read "P-T", with a stylized flourish extending from the end.

Paul Theriault, PE, LEED AP  
Principal

Enclosures:     Plante Moran Recommendation Letter  
                     Cost Summary  
                     Bid Tabulation  
                     Facility Listing



## Proposal: Roofing Assessment Services

**Location: Livonia Administrative Offices - Board Room**

**Date: April 18, 2017**

[illegible]

**LIVONIA PUBLIC SCHOOLS**  
**REQUEST FOR PROPOSAL (RFP) – ROOFING ASSESSMENT SERVICES**  
**ATTACHMENT I - FACILITIES SUMMARY**

	Year Built	Square Footage
Buchanan	1967	56,656
Cass	1965	53,300
Cleveland	1959	49,691
Coolidge	1959	69,200
Garfield	1955	61,764
Grant	1956	58,063
Hayes	1959	52,548
Hoover	1964	53,366
Kennedy	1964	50,713
Randolph	1966	59,340
Roosevelt	1957	67,790
Rosedale	1960	41,458
Webster (former Tyler)	1959	65,571
<i>Elementary School Subtotal:</i>		736,460
Cooper	1954	94,704
Johnson	1966	96,000
Riley	1957	137,182
Emerson	1958	131,097
Frost	1963	143,105
Holmes	1967	124,000
<i>MS / Upper Elementary School Subtotal:</i>		726,088
Churchill	1969	378,660
Franklin	1962	314,444
Stevenson	1962	318,258
<i>High School Subtotal:</i>		1,011,362
Career Center	1969	50,700
Jackson Center	1956	40,000
Taylor	1969	46,568
Central Office Complex (includes transportation, maintenance, and warehouse)	Various	135,000
<i>Other Facilities Subtotal:</i>		272,268
<b><i>Grand Total</i></b>		<b>2,746,178</b>