



MEMORANDUM

Date: July 6, 2026

To: Carol Jones-Gilbert, Chief Executive Officer

From: LaQuavial Pace, Contracts and Procurement Manager

Re: Award Recommendation – Request for Qualifications for Roofing Inspection, Repair, and Replacement Services No. PBCCHA-RFQ-2026-12

On April 20, 2026, the Palm Beach County Housing Authority solicited a Request for Qualifications (RFQ) for Roofing Inspection, Repair, and Replacement Services. To ensure the objective was met, the RFQ requirements contained 7 evaluation criteria to be addressed; *(1) Firm's Experience and Qualifications, (2) Key Personnel Qualifications & Organizational Capacity, (3) Technical Approach, Quality Control & Workmanship Program, (4) Safety Program & Risk Management, (5) Past Performance & References, (6) Emergency response Capability & Service Model and (7) Warranty & Manufacturer Support Points*. The evaluation panel convened on July 6, 2026, at 9:00 a.m. to evaluate all submittals. We received six (6) proposals from the offerors and five (5) were deemed responsive and scored within the competitive range which are identified below:

Scoring Summary

Respondent	Raw Score
Advance Roofing, Inc.	105
Cunano Builders Corporation	99
K-Boys Building Corporation	93
Grace Roofing & Sheet Metal Enterprise LLC	87
Crown Roofing & Waterproofing	87

The Agency conducted a highly structured, open, and competitive process to solicit and evaluate proposals for Roofing Inspection, Repair, and Replacement Services.

Proposal Evaluation Process

A point and weight system were developed and used to evaluate the proposals, by taking the points assigned to a category item and adding them together and dividing them by the number of panel members. The categories are listed below:



Categories

	Weight
1. Firm's Experience and Qualifications	25
2. Key Personnel Qualifications & Organizational Capacity	15
3. Technical Approach, Quality Control & Workmanship Program	15
4. Safety Program & Risk Management	25
5. Past Performance & References	15
6. Emergency response Capability & Service Model	10
7. Warranty & Manufacturer Support Points	5

Panel Summary:

While other Respondents also offered a good overall proposal, five (5) firms listed above has scored over the competitive range. We recommend that all five (5) firms be included in the contractors pool is awarded the contract for Roofing Inspection, Repair, and Replacement Services.

Panel Members:

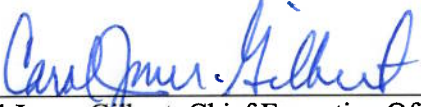
 <u>Parash Lall (Jul 6, 2026 11:27:51 EDT)</u> Parash Lall, Maintenance	Date: <u>07/06/2026</u>
 <u>Antonette watts (Jul 7, 2026 12:03:28 EDT)</u> Antonette Watts, Maintenance	Date: <u>07/07/2026</u>
<u>Jessica Canedo</u> <u>Jessica Canedo (Jul 6, 2026 11:02:34 EDT)</u> Jessica Canedo, Asset Manager	Date: <u>07/06/2026</u>

Procurement Department:

<u>LaQuavial Pace</u> LaQuavial Pace, Contracts and Procurement Manager	Date: <u>07/07/2026</u>
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Contracting Officer:

- ☐ Accept – Move forward with award.
☐ Next Step – Oral Presentation.

 <u>Carol Jones-Gilbert, Chief Executive Officer</u>	Date: <u>7/8/26</u>
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Award Recommendation Memo

Interim Agreement Report

2026-07-07

Created:	2026-07-06
By:	LaQuavial Pace (lpace@pbchaf1.org)
Status:	Out for Signature
Transaction ID:	CBJCHBCAABAUNI9EvVQYb22kMc63p2iqw2g0xkg1fCv

Agreement History

Agreement history is the list of the events that have impacted the status of the agreement prior to the final signature. A final audit report will be generated when the agreement is complete.

"Award Recommendation Memo" History

-  Document created by LaQuavial Pace (lpace@pbchaf1.org)
2026-07-06 - 2:56:36 PM GMT
-  Document emailed to plall@pbchaf1.org for signature
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-  Document emailed to awatts@pbchaf1.org for signature
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-  Document emailed to jcandeo@pbchaf1.org for signature
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-  Document emailed to LaQuavial Pace (lpace@pbchaf1.org) for signature
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-  Document emailed to Carol Jones-Gilber (cjones-gilbert@pbchaf1.org) for signature
2026-07-06 - 2:56:42 PM GMT
-  Email sent to jcandeo@pbchaf1.org bounced and could not be delivered
2026-07-06 - 2:56:57 PM GMT
-  LaQuavial Pace (lpace@pbchaf1.org) replaced signer jcandeo@pbchaf1.org with Jessica Canedo (jcanedo@pbchaf1.org)
2026-07-06 - 3:00:02 PM GMT
-  Document emailed to Jessica Canedo (jcanedo@pbchaf1.org) for signature
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Email viewed by Jessica Canedo (jcanedo@pbchaf1.org)

2026-07-06 - 3:02:16 PM GMT



Document e-signed by Jessica Canedo (jcanedo@pbchaf1.org)

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2026-07-06 - 3:26:37 PM GMT



Signer plall@pbchaf1.org entered name at signing as Parash Lall

2026-07-06 - 3:27:49 PM GMT



Document e-signed by Parash Lall (plall@pbchaf1.org)

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2026-07-07 - 3:59:18 PM GMT



Email viewed by awatts@pbchaf1.org

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Signer awatts@pbchaf1.org entered name at signing as Antonette watts

2026-07-07 - 4:03:26 PM GMT



Document e-signed by Antonette watts (awatts@pbchaf1.org)

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Document e-signed by LaQuavial Pace (lpace@pbchaf1.org)

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