



Legislation Text

File #: RES 18-0003, **Version:** 1

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, Interim City Manager

FROM:

Stephanie Katsouleas, Public Works Director

Sean Roberts, Maintenance Superintendent

Julie Hegvold, Senior Management Analyst

SUBJECT:

Resolution Awarding RFP No.1142-18 to Barr Commercial Door Repair for a Three-Year Maintenance Services Agreement for \$83,980 (Public Works Director Katsouleas).

ADOPT RESOLUTION NO. 18-0003

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No.18-0003 approving a three-year contract with Barr Commercial Door Repair for commercial door maintenance services in the amount of \$83,980 (Attachment 1);
2. Authorize an additional annual contingency amount of \$20,000 for unforeseen door repairs or replacements as-needed; and
3. Authorize the City Manager to extend the term of the agreement for up to two additional one-year periods, with an annual \$20,000 contingency, if deemed in the City's best interest.

FISCAL IMPLICATIONS:

Sufficient funds are available in the Public Works Department budget for commercial door maintenance services.

BACKGROUND:

The City is responsible for the maintenance and repair of 96 individual, industrial interior and exterior doors throughout the City. These doors secure city facilities, including City Hall, Fire Stations 1 and 2, the Public Works Yard, Parks facilities and the Roundhouse Aquarium Windows. They require periodic preventative maintenance and repair to ensure that they continue to operate properly, which is vital to all City operations and public safety (see Attachment 2 Vendor Pricing Sheet for a complete list of doors and locations).

DISCUSSION:

Staff solicited proposals for these services and received two responsive proposals. Staff then conducted an evaluation and selection process based prior experience, technical expertise, staffing, quality control, references, ability to meet insurance requirements and cost for service. The following results were:

- McKendry Door Sales & Service submitted a proposal but did not include pricing for the Police Department's Jail doors. McKendry Door does not have the certification required to repair the jail doors (Certified Detention Equipment Contractor).
- Barr Commercial Door Repair, Inc. offered the most competitive pricing and is certified to repair detention equipment (jail doors).

	<u>Barr Door</u>	<u>McKendry Doors</u>
First Year Cost without jail doors	\$22,713.00	\$26,550.00
First Year Cost with jail doors	\$27,170.00	N/A

The City is currently under contract with Barr Commercial Door for maintenance and repair of its seven automatic doors, and staff is satisfied with the company's quality of service and performance. The 96 commercial doors listed in this contract would be serviced quarterly and/or annually depending on their location and type of door.

Therefore, staff recommends that City Council award a three-year contract for \$83,980 for commercial door maintenance to Barr Commercial Door (Attachment 3) with a \$20,000 annual contingency for any unforeseen repairs or replacements, and authorize two one-year optional renewals if deemed in the City's best interest. The annual cost is as follows (years 4 and 5 include an estimated 3% CPI adjustment):

Term	Annual Maintenance Contingency	
Year 1 - 2018	\$27,170	\$20,000
Year 2 - 2019	\$27,985	\$20,000
<u>Year 3 - 2020</u>	<u>\$28,825</u>	<u>\$20,000</u>
TOTAL	\$83,980	\$60,000

Optional Renewals

Year 4 - 2021	\$29,689	\$20,000
<u>Year 5 - 2022</u>	<u>\$30,580</u>	<u>\$20,000</u>
TOTAL	\$60,269	\$40,000

PUBLIC OUTREACH/INTEREST:

This request for proposals was advertised on the City's website, as well as BidSync, a public bid notification board.

ENVIRONMENTAL REVIEW

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

LEGAL REVIEW

The agreement has been reviewed by the City Attorney and is approved as to form.

Attachments:

1. Resolution No. 18-0003
2. Agreement with Barr Commercial Door Repair, Inc.
3. Vendor Pricing Sheet