



City Council Report

Date: February 22, 2016
To: City Council
Through: Alex Deshuk, Chief Innovation Officer
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Three-Year Term Contract for Overhead Door Maintenance and Repair Services for the Parks, Recreation and Community Facilities Department
(Citywide)

Purpose and Recommendation

Council is requested to approve the Term Contract for Overhead Door Maintenance and Repair Services as recommended. A committee representing the Parks, Recreation and Community Facilities Department and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the highest scored proposals from Vortex Industries, Inc. (Primary), and Material Handling Services dba Miner Southwest (Secondary), cumulatively not to exceed \$100,000.00 annually, based on estimated requirements.

Background / Discussion

This contract will provide annual and bi-annual overhead door preventative maintenance service at citywide facilities. Preventative maintenance includes the inspection and maintenance of rollers, belts, chains, springs, bearings, guides, hinges, shaft assembly, cables, drums, bushings, operators, and other applicable hardware that are on overhead doors. The vendor will develop a schedule to inspect each door at all City sites with the exception of the fire stations, which will require bi-annual inspections.

Staff from the Parks, Recreation and Community Facilities Department and Purchasing evaluated the proposals based on the evaluation criteria as stated in the solicitation. The highest scored proposals, Vortex Industries, Inc., and Material Handling Services dba Miner Southwest, are being recommended for Primary and Secondary award, respectively. The evaluation committee unanimously agreed on the recommendation.

The annual contract amount of \$100,000.00 is allocated: \$16,000.00 to Vortex (Primary) for the specified preventative maintenance work, and \$84,000.00 for anticipated expenses related to repair and lifecycle replacement. Repair and lifecycle replacement work will be competitively bid between the Primary and Secondary vendors for projects that exceed \$5,000.00.

Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

Fiscal Impact

The annual contract amount is available in the Parks, Recreation and Community Facilities Department operating budget.

Coordinated With

Parks, Recreation and Community Facilities Department and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2016072

Vendors Registered: ProcureAZ (238) and Vendor Self Service (21)

Advertising: Arizona Republic, Bid Net, ProcureAZ and Purchasing Website

Downloads: 22

Responses: 4

Local Consideration: Policy did not apply to this procurement (services)

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Two, one-year renewals subject to future Council consideration

Prices: Future price increases are capped by the Consumer Price Index

Pricing Available to Other Cooperative Agencies: Yes

Proposals received on November 5, 2015

Cookson Door Sales of Arizona - Tempe, AZ

DH Pace Company, Inc. - Tempe, AZ

Material Handling Services dba Miner Southwest - Tempe, AZ

Vortex Industries, Inc. - Tempe, AZ

Proposal Scoring Results

| Evaluation Criteria / Points Possible | Vortex Industries, Inc. | Miner Southwest | DH Pace Company, Inc. | Cookson Door Sales of Arizona |
|--|-------------------------------|--------------------|-----------------------------|-------------------------------------|
| Firm's Proposed Solution / 300 Points | 300 | 300 | 300 | 150 |
| Firm's Qualifications & Experience / 400 Points | 360 | 300 | 250 | 100 |
| Pricing & Compensation / 300 Points | 201 | 248 | 260 | 300 |
| Total / 1,000 Points | <u>861</u> | <u>848</u> | 810 | 550 |

AWARD RECOMMENDATION

Primary Award
Vortex Industries, Inc.
Tempe, AZ

Secondary Award
Material Handling Services dba Miner Southwest
Tempe, AZ

| Description |
|---|
| Overhead Door Maintenance and Repair Services per Contract No. 2016072 Terms and Conditions, Specifications and Pricing as offered Annual Contract Amount: <u>\$100,000.00</u> (cumulatively not to exceed) |