



City Council Report

Date: January 27, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for Automated Driveway Gate Operators and ADA Doors Preventative Maintenance and Repair Services for the Parks, Recreation and Community Facilities Department **(Single Response) (Citywide)**

Recommendation

Council is requested to approve the award 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 single and qualified proposal from DH Pace Company, Inc., at \$97,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide preventative maintenance and repair services on automated driveway gates and ADA doors at various City of Mesa facilities. Quarterly maintenance will be performed on the City's automated driveway entrance/exit gate operators and an annual maintenance on motorized pedestrian doors (ADA accessible entrances).

The City received a single proposal which met the minimum qualifications. The evaluation committee completed the final scoring based on the scoring criteria in the solicitation. Award is recommended to the single and qualified respondent, DH Pace Company, Inc. The evaluation was conducted by and points were awarded by consensus by the evaluation committee.

Notices were emailed out to more than 50 vendor recipients. A pre-proposal meeting was held at which only the single respondent attended. The respondent is the City's current contractor and their proposal pricing is consistent with the current contract. Of the 16 vendors that downloaded the solicitation, only two are vendors that provide these services. Purchasing asked the one vendor that did not respond, their reason for not responding. They stated that they no longer provide 24-hour service, which is a requirement of the scope, as well as other scope requirements that they could not comply with.

Purchase Information

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2020094

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Up to a maximum of two years, renewals subject to Administrative review and approval

Funding Source: Parks, Recreation and Community Facilities Department – Facilities Maintenance operating budget

Single Proposal Response

DH Pace Company, Inc. - Tempe, AZ

Final Scoring

Respondent	Total Points Possible / 550
DH Pace Company (Recommended)	<u>423</u>