



City Council Report

Date: November 6, 2023
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for Automated Driveway Gate Operators Preventative Maintenance and Repairs for the Parks, Recreation and Community Facilities Department (**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 highest-scored proposal from Western Fence Company, Inc. at \$150,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract is for preventative maintenance and major repair services to be performed on automated driveway gates at various City facilities. The City has many gates that secure Police Department and Fire and Medical Department sites. Preventative maintenance and repair services are required at City facilities to keep citizens and employees safe. Minor repairs will be completed in-house by technicians as workload allows.

The City solicited Request for Proposals and received three (3) responses which all met the minimum qualifications. The evaluation committee evaluated the responses relative to the scoring criteria in the solicitation and completed scoring the responses in accordance with the City's established policies and procedures. Based on the evaluation results, award is being recommended to the highest scored respondent.

Purchase Information

Action: Award
Procurement Type: Request for Proposals
Contract Number: 2024008
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 subject to Administrative review and approval

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

Proposal Responses and Final Scoring

Respondent	Total Points Possible / 250
Western Fence Company, Inc. - Phoenix AZ (Recommended)	<u>221.67</u>
Access Professional, Inc. - Phoenix AZ	199.79
DH Pace - Tempe AZ	193.46