



City Council Report

Date: June 17, 2019
To: City Council
Through: Michael Kennington, 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 Overhead Door Preventative Maintenance and Repair Services 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 Budget and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from DH Pace Company, Inc., at \$193,100 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide preventative maintenance functions on overhead doors located at City-owned and operated facilities. These large doors are used primarily as vehicle entrances in Fire Stations, Police Stations, and Fleet Service Locations. Other locations on this contract include storage area, stage, and concession stand entrances.

The City received two proposals, of which both met the minimum qualifications. The evaluation committee then completed scoring the proposals based on the evaluation criteria in the solicitation. Award is being recommended to the highest scored respondent, DH Pace Company, Inc. The evaluation was conducted by and points were awarded by consensus by the evaluation committee. The evaluation committee unanimously agreed on the recommendation.

Purchase Information

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2019179

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

Proposal Responses

DH Pace Company, Inc. - Tempe, AZ
Miner Southwest, LLC - Tempe, AZ

No-Bid Response received from:
Vortex Industries, Inc.

Final Scoring

Respondent	Total Points Possible / 100
DH Pace Company, Inc. (Recommended)	<u>91.36</u>
Miner Southwest, LLC	76.50