



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF 10

DATE: 09/18/2018

SUBJECT: **BID NO. 2018-136 - ANNUAL CONTRACT FOR OVERHEAD DOOR AND BI-FOLD DOOR PREVENTATIVE MAINTENANCE AND REPAIR - FACILITIES MANAGEMENT - VARIOUS VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2018-136, Annual Contract for Overhead Door and Bi-Fold Door Preventative Maintenance and Repair, for Facilities Management, to the following vendors at the per unit price:

Primary	Adams/Ellison, LTD, d/b/a Overhead Door Co. of Fort Worth
Secondary	Artex Overhead Door
Alternate	Family Christian Door

BACKGROUND:

Notice of the County’s intent to bid was advertised in local newspapers, as required by State statute, posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Seven hundred ninety-five (795) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on July 18, 2018 was attended by two (2) vendors as well as representatives from Facilities Management and Purchasing. Three (3) bids were received.

Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendations are to the low bids meeting specifications.

The term of the contract is twelve (12) months, effective September 18, 2018, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2018-136, Annual Contract for Overhead Door and Bi-Fold Door Preventative Maintenance and Repair, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT:

Expenses for last year were approximately \$30,311.04. Services are provided on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	James Bocks, CPPB
		APPROVED BY:	