



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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DATE: 09/11/2018

SUBJECT: **BID NO. 2018-144 - ANNUAL CONTRACT FOR AUTOMATIC AND MANUAL DOOR PREVENTATIVE MAINTENANCE AND REPAIR - FACILITIES MANAGEMENT - SOUTHERN AUTOMATION LLC - PER UNIT PRICE**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2018-144, Annual Contract for Automatic and Manual Door Preventative Maintenance and Repair, for Facilities Management, to Southern Automation LLC at the per unit price.

**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. Six hundred eighty-seven (687) 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 20, 2018 was attended by two (2) vendors as well as representatives from Facilities Management and Purchasing. One (1) bid was received.

The bid received from Southern Automation LLC meets all specifications and is acceptable to Facilities Management.

The term of the contract is twelve (12) months, effective September 11, 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. 2018-144, Annual Contract for Automatic and Manual Door Preventative Maintenance and Repair, be awarded to Southern Automation LLC at the per unit price.

**FISCAL IMPACT:**

Expenses for last year were approximately \$21,123.00. Services are provided on an as-needed basis.

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