



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 09/15/2020

SUBJECT: **RFP NO. 2020-178 - ANNUAL CONTRACT FOR ELEVATOR MAINTENANCE, REPAIR, AND REPLACEMENT PARTS - FACILITIES MANAGEMENT - SW ELEVATORS, LLC - \$694,800.00**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2020-178, Annual Contract for Elevator Maintenance, Repair, and Replacement Parts, for Facilities Management, to SW Elevators, LLC for \$694,800.00 annually and approve contract.

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. Thirty-nine (39) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this proposal were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on August 7, 2020, was attended by nine (9) vendors as well as representatives from Facilities Management and Purchasing. Five (5) proposals were received.

Proposals were evaluated by Facilities Management and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The term of the contract is twelve (12) months, effective October 1, 2020, with four (4) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that RFP No. 2020-178, Annual Contract for Elevator Maintenance, Repair, and Replacement Parts, be awarded to SW Elevators, LLC for \$694,800.00 annually.

The contract is attached for approval and signature. The Criminal District Attorney’s Office reviewed this contract as to form.

FISCAL IMPACT:

Annual cost to the budget for twenty (20) buildings is approximately \$694,800.00. Expenses for last year were approximately \$1,178,869.00

SUBMITTED BY:	Purchasing	PREPARED BY:	Elizabeth Pietzsch, CPCM
		APPROVED BY:	