



# 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