



**COMMISSIONERS COURT
COMMUNICATION**

REFERENCE NUMBER _____

PAGE 1 OF 25

DATE: 08/20/2024

SUBJECT: BID NO. F2024151 - ANNUAL CONTRACT FOR OVERHEAD DOOR AND BI-FOLD DOOR PREVENTATIVE MAINTENANCE AND REPAIR - FACILITIES MANAGEMENT - VARIOUS VENDORS - PER UNIT PRICE, HOURLY RATES, AND MARKUP FOR PARTS

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2024151, 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, hourly rates, and markup for parts:

Primary D.H. Pace Company, Inc.
Secondary Elite Material Handling, LLC

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and 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. Four hundred nine (409) 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. No vendors attended the pre-bid conference held on June 28, 2024. Three (3) bids and four (4) no-bids were received.

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

The term of the contract is twelve (12) months, effective September 18, 2024, with two (2) options for renewal periods of twelve (12) months each.

This contract is utilized to provide preventative maintenance and repair services for overhead and bi-fold doors which includes door slat replacement, motor repair and adjustment, and door hardware repair and replacement for Tarrant County buildings.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. F2024151, 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, hourly rates, and markup for parts.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Gwen Peterson, C.P.M., A.P.P. Chris Lax, CPSM, CPSD, CPCP
---------------	------------	------------------------------	--



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: _____ DATE: 08/20/2024 PAGE 2 OF 25

FISCAL IMPACT

Expenses for last year were approximately \$49,875.00. The County's future cost will be determined by the services provided on an as-needed basis. Funding is available in account 10000-2024 General Fund/Various Cost Centers/532011 Building Maintenance. The department has included funding in the FY 2025 budget request.