

Condensed Title:

Request For Approval To Award Contracts To AAA Automated Door Repair, Inc., Best Garage Doors, Inc., And Dash Door And Closer Service, Inc., Pursuant To Invitation To Bid (ITB) No. 9-11/12, For Door Related Repair And Replacement Services, In The Annual Estimated Amount Of \$32,000 For Fiscal Year 2011/2012, And \$75,000 Annually For Subsequent Fiscal Years.

Key Intended Outcome Supported:

Ensure well maintained facilities.

Supporting Data (Surveys, Environmental Scan, etc.): The 2009 Customer Satisfaction Survey indicated that 87.2% of residents, and 85% of businesses rated the appearance and maintenance of the City's public buildings as excellent or good.

Issue:

Shall the City Commission approve the award of Contracts?

Item Summary/Recommendation:

The purpose of Invitation to Bid (ITB) No. 9-11/12 is to establish a contract, by means of sealed bids, to a qualified contractor(s) for the repair and replacement services for various types of doors, including wood and metal doors, electric doors, gates and access control products installed throughout the City's facilities, on an as needed basis.

The contract shall remain in effect for one (1) year from date of contract execution by the Mayor and City Clerk, and may be renewed by mutual agreement, at the sole option and discretion of the City Manager, for three (3) additional years, on a year to year basis.

Bidsync issued bid notices to 43 prospective bidders. The notices resulted in the receipt of 3 bids from the following companies: AAA Automated Door Repair, Inc., Best Garage Doors, Inc., and Dash Door and Closer Service, Inc.

The ITB stipulated that the City reserves the right to make multiple awards if deemed in the best interest of the City. Award is being recommended to all three bidders, who will be requested pricing as the need arises. The City has had experience working with these vendors in the past and has been satisfied with their performance.

APPROVE THE AWARD OF CONTRACTS.

Advisory Board Recommendation:

N/A

Financial Information:

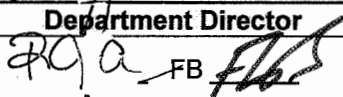
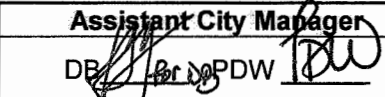
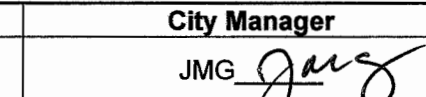
| Source of Funds: | Amount | Account |
|--|--------------|-----------------|
| <div style="border: 1px solid black; padding: 5px; display: inline-block;"> 25. TK OBPI </div> | 1 | \$32,000 |
| | 2 | |
| | 3 | |
| | 4 | |
| | 5 | |
| | 6 | |
| | Total | \$32,000 |

Financial Impact Summary:

City Clerk's Office Legislative Tracking:

Gus Lopez Ext. 6641

Sign-Offs:

| | | |
|---|--|--|
| Department Director  | Assistant City Manager  | City Manager  |
|---|--|--|

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MIAMIBEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

COMMISSION MEMORANDUM

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: April 11, 2012

SUBJECT: **REQUEST FOR APPROVAL TO AWARD CONTRACTS TO AAA AUTOMATED DOOR REPAIR, INC., BEST GARAGE DOORS, INC., AND DASH DOOR AND CLOSER SERVICE, INC., PURSUANT TO INVITATION TO BID (ITB) NO. 9-11/12, FOR DOOR RELATED REPAIR AND REPLACEMENT SERVICES, IN THE ANNUAL ESTIMATED AMOUNT OF \$32,000 FOR FISCAL YEAR 2011/2012, AND \$75,000 ANNUALLY FOR SUBSEQUENT FISCAL YEARS.**

ADMINISTRATION RECOMMENDATION

Approve the Award of contracts.

KEY INTENDED OUTCOME

Ensure well-maintained facilities.

FUNDING

Funding will be provided from the following account for Fiscal Year 2011/2012:

\$32,000 Property Management Account 520-1720-000342

For subsequent Fiscal Years, commencing on October 1, 2012, the estimated annual cost of \$75,000 associated with door related repair and replacement services will be subject to funds availability approved through the budgeting process.

Additional funding may be required due to increased need of services, subject to the review and approval of the Office of Budget and Performance Improvement (OBPI).

ANALYSIS

The purpose of Invitation to Bid (ITB) No. 9-11/12 is to establish a contract, by means of sealed bids, to a qualified contractor(s) for the repair and replacement services for various types of doors, including wood and metal doors, electric doors, gates and access control products installed throughout the City's facilities, on an as needed basis.

The ITB consisted of three groups as follows: Group I: Interior/Exterior Metal and Wood Doors and Frames, including Automatic Doors, and any related hardware; Group II: Roll-up Doors and any related hardware; Group III: Access Control System, including Clicker Gates.

The contract shall remain in effect for one (1) year from date of contract execution by the Mayor and City Clerk, and may be renewed by mutual agreement, at the sole option and discretion of the City Manager, for three (3) additional years, on a year to year basis.

BID PROCESS

Invitation to Bid (the "ITB") No. 9-11/12, was issued on December 1, 2011 with a bid opening date of December 22, 2011. Three (3) addenda were issued to provide additional information and to respond to all questions submitted by the prospective bidders, thus extending the bid opening due date to January 5, 2012. Bidsync issued bid notices to 43 prospective bidders. The notices resulted in the receipt of 3 bids from the following companies:

- AAA Automated Door Repair, Inc.
- Best Garage Doors, Inc.
- Dash Door and Closer Service, Inc.

See attached Bid Tabulation.

The ITB stipulated that award of this contract may be made to a primary and secondary lowest and best bidder per Group, as defined in General Conditions 1.38, whose bid will be the most advantageous to the City of Miami Beach. The City reserved the right to make multiple awards if deemed in the best interest of the City.

Prices were submitted on a Time and Materials basis, at firm, fixed hourly labor rates and percentage markup on materials, and/or percentage off price lists, for those manufacturers Bidder represents. When a repair/replacement is required, bidders will be requested a proposal. Bidders are responsible for inspection of equipment/materials and location, taking measurements when required, and making themselves aware of the total requirements before submitting a proposal. The nature of the project may require the work of various trades to complete the project. The contractor shall provide services of any and all trades as may be required to complete the job. All such costs shall be included in the bidder's proposal.

The proposal shall include total labor cost, cost of materials required to complete the work, and estimated time to complete the work. Level of personnel assigned to repair/replacement and allocated hours must be appropriate to job type, and are subject to review and approval by the City prior to commencement of any work. In addition to price, the City will consider completion times when assigning work orders under the contract.

Award is being recommended to all three bidders, who will be requested pricing as stated above when the need arises. The City has had experience working with these vendors in the past and has been satisfied with their performance.

AAA Automated Door Repair, Inc. has provided door related services for the 23 years. AAA has worked with the City of Miami Beach since 1986.

Best Garage Doors was incorporated in Miami-Dade County in 1983. Best has been servicing and installing doors for many years for various governmental institutions, including Miami-Dade County, Homestead Air Force, Broward County, City of Hialeah, Coral Gables and Oakland Park among others.

Dash Door and Closer Service, Inc. has been in business since 1955. Dash Door currently holds the contract with Miami International Airport for the maintenance of automatic doors.

CONCLUSION:

Based on the aforementioned, the Administration recommends that the Mayor and City Commission award contracts to AAA Automated Door Repair, Inc., Best Garage Doors, Inc., and Dash Door and Closer Service, Inc., pursuant to Invitation to Bid (ITB) No. 9-11/12, for door related repair and replacement services, in the annual estimated amount of \$32,000 for Fiscal Year 2011/2012, and \$75,000 annually for subsequent fiscal years.

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ITB 9-11/12 - BID TABULATION
DOOR RELATED REPAIR AND REPLACEMENT SERVICES

| GROUP I. DOORS: METAL, WOOD, AUTOMATIC, SLIDING | | | | |
|--|---|-----------------------------|--------------------------------|-----------------------------|
| Description | AAA DOOR REPAIR | | DASH DOOR AND CLOSER | |
| | Hourly Labor Rate I | Hourly Labor Rate II | Hourly Labor Rate I | Hourly Labor Rate II |
| | (Straight Time) | (Overtime) | (Straight Time) | (Overtime) |
| Project Manager | \$60.00 | \$ 90.00 | \$77.00 | \$115.00 |
| Journeyman | \$60.00 | \$ 90.00 | \$70.00 | \$105.00 |
| Helper/Apprentice | \$45.00 | \$67.50 | \$56.00 | \$84.00 |
| Specialist/Technician | \$60.00 | \$90.00 | \$75.00 | \$112.50 |
| Emergency Call | \$350 Flat Fee | | \$150 plus Labor and Materials | |
| Parts and Supplies | 20% above vendor cost and 20% discount Mfg Price List | | 20% Discount Mfg Price List | |

| GROUP II. ROLL UP DOORS | | |
|--------------------------------|----------------------------|-----------------------------|
| Description | BEST GARAGE DOOR | |
| | Hourly Labor Rate I | Hourly Labor Rate II |
| | (Straight Time) | (Overtime) |
| Journeyman | \$60.00 | \$60.00 |
| Helper/Apprentice | \$16.00 | \$16.00 |
| Emergency Call | \$220 | |
| Parts and Supplies | 18% above Vendor Cost | |

| GROUP III. ACCESS CONTROL, CLICKER GATES | | |
|---|---|-----------------------------|
| Description | AAA DOOR REPAIR | |
| | Hourly Labor Rate I | Hourly Labor Rate II |
| | (Straight Time) | (Overtime) |
| Project Manager | \$60.00 | \$ 90.00 |
| Journeyman | \$60.00 | \$90.00 |
| Helper/Apprentice | \$45.00 | \$67.50 |
| Specialist/Technician | \$60.00 | \$90.00 |
| Emergency Call | \$350 Flat | |
| Parts and Supplies | 20% above vendor cost and 20% discount Mfg Price List | |

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