



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		April 9, 2012		
Department:		Purchasing		
Department Head		Diane Palmer-Boeck		
Agenda Coordinator (include phone #): <b>Michael Parrish x7554</b>				
<b>CAPTION</b>				
Bid No. 2012-111-C for a one (1) year contract term with three (3) optional one (1) year renewals for Overhead Door Inspection and Maintenance for the Plano Facilities Department to Commercial Door Company of Dallas, Inc. dba Overhead Door Company of Dallas-Commercial in the estimated annual amount of \$66,044 and authorize the City Manager to execute all necessary documents.				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	<b>2011-12</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>
		<b>TOTALS</b>		
Budget	0	602,139	0	<b>602,139</b>
Encumbered/Expended Amount	0	-294,754	0	<b>-294,754</b>
This Item	0	-66,044	0	<b>-66,044</b>
BALANCE	0	241,341	0	<b>241,341</b>
<b>FUND(S):     GENERAL FUND</b>				
<b>COMMENTS:</b> Funds are included in the FY 2011-12 Adopted Budget. This item, in the amount of \$66,044, will leave a current balance of \$241,341 in Maintenance Agreements and Contractual Repairs.				
<b>STRATEGIC PLAN GOAL:</b> Repair and maintenance of 206 overhead doors throughout the City relates to the City's Goal of Financially Strong City with Service Excellence.				
<b>SUMMARY OF ITEM</b>				
Staff recommends the purchase of Overhead Door Inspection and Maintenance for the Plano Facilities Department from Commercial Door Company of Dallas, Inc. dba Overhead Door Company of Dallas-Commercial in the estimated annual amount of \$66,044. The annual award will not be based upon the total bid price of \$9,888. The estimated annual amount for this contract is \$66,044, which is the bid price for preventive maintenance on current equipment plus the cost of labor and material for repair work to be done on an as-needed basis. This contract is required to ensure that doors in all buildings operate to maintain building security and operate safely during emergency calls for the Police and Fire Departments.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Memorandum, Recap				



TO: Michael Parrish, Buyer II

FROM: Richard Medlen  
Facilities Maintenance Superintendent

DATE: March 27, 2012

SUBJECT: **2012-111-C Overhead Door Tab Packet**

I have reviewed the bids submitted for the maintenance and repair of 206 overhead doors located throughout buildings in the city. This contract is required to ensure that the doors operate to maintain building security in all buildings and operate safely during emergency calls for the Police and Fire Departments.

I am recommending that the bid be awarded to Commercial Door Company of Dallas, Inc. dba Overhead Door Company of Dallas-Commercial, who is the lowest responsive responsible bidder which also meets specifications. The annual inspection and preventive maintenance cost is \$9,888 and the annual cost for service and repair to include after-hours repairs is estimated at \$56,156. The total cost of the contract annually is \$66,044.

The initial lowest bidder, Vortex Industries, took an exception to what is included in the scope of work in part of item 1 of the bid. Therefore, their bid was deemed non-responsive.

Please contact me if you have any questions.

Thank you.

/liw

Xc: Jim Razinha  
Janette Weedon  
Todd Luxem  
Earl Whitaker

# CITY OF PLANO

## BID NO. 2012-111-C Overhead Door Inspection and Maintenance BID RECAP

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**Bid opening Date/Time:** March 9, 2012 @ 3:00 PM

**Number of Vendors Notified:** 714

**Vendors Submitting "No Bids":** 1

**Bids Evaluated Non-Responsive to Specifications:** 2

**Number of Bids Submitted:** 1

Total Base Bid\*

Commercial Door Company of Dallas, Inc. dba  
Overhead Door Company of Dallas-Commercial

\$9,888.00

\*Total Base Bid is based on cost of preventative maintenance on current equipment only.

**Recommended Vendor(s):**

Commercial Door Company of Dallas, Inc. dba  
Overhead Door Company of Dallas-Commercial

\$9,888.00

*Michael Parrish*

March 26, 2012

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Michael Parrish, Buyer II

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Date