

City Council – Action Request Form

Date: April 16, 2018

To: The City Manager

From: Greg Turner, Assistant City Manager
Jerry Bates, Purchasing Director

Council Action Requested:
Adoption of Resolution Awarding Purchase Order for Bay Door Upgrades at Fleet Services.

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:
 The Fleet Division of the Property and Facilities Maintenance Department has need for upgrades to the bay doors at its facility located at 737 City Yard Drive. Bids were received March 14, 2018, for the purchase and installation of 30 new bay doors along with the associated operating hardware. Below is a summary of bids received:

	<u>City/State</u>	<u>Total Cost</u>
CNC Door Company	Raleigh, NC	\$122,000
Marvin’s Garage Door Company, Inc.	Winston-Salem, NC	175,459
DCH Enterprises, Inc.	Winston-Salem, NC	190,000

Following the opening of the bids, Property and Facilities Maintenance staff requested submittals from CNC Door Company, the apparent low bidder, to verify that the materials quoted in the proposal met those contained in the bid specifications. Upon receipt of this request from City staff, CNC Door Company submitted a request that its bid be withdrawn from consideration for the award.

It is recommended that a purchase order be awarded to Marvin’s Garage Door Company, Inc., low bidder meeting specifications, for the purchase and installation of 30 new bay doors and associated operating hardware in the amount of \$175,459 and that all other bids are rejected.

M/WBE comment: This project was advertised on the City’s website. Notifications were sent to all local and regional businesses who provide the specified type of equipment. DCH Enterprises, Inc. is a woman-owned business. See Exhibit A for a complete list of businesses notified of the project and demographics information.

Committee Action:

Committee	<u>Finance 4/9/18</u>	Action	<u>Approval</u>
For	<u>Unanimous</u>	Against	<u></u>

Remarks: