

City Council – Action Request Form

Date: December 12, 2022

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Aaron King, Assistant City Manager
Keith Huff, Traffic Field Operations Director
Shantell McClam, Purchasing Director

Council Action Requested:

Resolution Awarding Contract for Decorative Fencing Repair 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 City of Winston-Salem has the periodic need for a contractor to repair, replace, or install decorative black aluminum/steel fencing or chain link fencing where damaged or missing as caused by auto accidents, storms, or other such events or in new locations throughout the City as directed by City staff.

City/County Purchasing advertised a request for proposal for decorative fencing repair services at various locations throughout the City and one proposal was received on October 28, 2022, from Fence Builders, Inc. of Winston-Salem.

Terms of the bid document specified detailed evaluation criteria of business location, cost and references. An evaluation panel of five staff members from Field Operations, Engineering and Business Inclusion and Advancement reviewed the proposal received. See Exhibit A for the detailed scores.

Based upon the evaluation panel's assessment, it is recommended that a contract for decorative fencing repair services, per the prices offered in the RFP be awarded to Fence Builders, Inc. in the estimated annual amount of \$50,000.

Terms of the bid reserve the right for the City to extend this contract for as many as two additional 12-month periods, through June 30, 2025, if both parties agree and funds are made available for that purpose, for a potential total estimated contract value of \$150,000.

Funds are available in the FY2022-2023 budget to cover the costs of these services. Funds to cover the cost of this contract's services for any possible extensions are subject to future budget appropriations.

Committee Action:

Committee

Action

For

Against

Remarks:

M/WBE comment: Bid notices were sent directly to seventeen companies, including nine M/WBE businesses and eight local companies. See Exhibit B for a complete list of businesses notified and workforce demographics.