

City Council – Action Request Form

Date: March 14, 2023

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

From: Johnnie Taylor, Assistant City Manager
 William Royston, Recreation & Parks Director
 Shantell McClam, Purchasing Director

Council Action Requested:

Resolution Awarding Renewal of Term Contract for Pool On-Call Repairs (city-wide)

Strategic Focus Area: Livable Neighborhoods

Strategic Objective: Expand Open Space and Recreational Facilities

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The City of Winston-Salem has the need for a contractor to perform spring start-up repairs and periodic on-call pool repairs during the pool season at city pools, especially as required to obtain permits from the Forsyth County Health Department prior to pool opening. The scope of work could be any of the following: repair of pool ladders/railings, changing of pumps and filters, replacing pumps and/or piping, tile repair work, minor plaster work associated with repairs made under this contract and obtaining any required permits. The city's terms require the contractor to be on site within 24 hours for non-emergency calls and within 4 hours for emergency calls. Separate rates are requested in the RFP for billing purposes.

City/County Purchasing advertised a Request for Proposals for pool plastering on-call repairs at city pools and one proposal was received on January 16, 2020, from Aquatic Designs, Inc. (Climax, NC). The proposal of Aquatic Designs, Inc. met the minimum requirements and evaluation criteria set by the City, resulting in a score of 360 points out of 500. Aquatic Designs, Inc. submitted an Affidavit 'B' to self-perform 100% of the work under this contract with their own staff.

The initial contract period was from January 1 to December 31, 2020. Terms of the bid allow the City the right to extend the contract for as many as four additional annual periods (until December 31, 2024), if both parties agree and funds are made available for that purpose. Unit prices may be adjusted at the beginning of each additional annual period by an amount not to exceed the latest available Consumer Price Index for All Urban Consumers on the U.S. Department of Labor Bureau of Labor Statistics website at the time the extension is pursued.

Committee Action:

Committee	<u>Finance 3/14</u>	Action	<u>Approval</u>
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For	<u>Unanimous</u>	Against	<u></u>
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Remarks:

In February 2020, January 2021 and January 2022, a blanket purchase order was awarded to Aquatic Designs, Inc. for \$30,000 annually. Aquatic Designs, Inc. has been performing work meeting or exceeding staff expectations for several years; therefore, staff wishes to renew this contract for calendar year 2023 and in 2024 if both parties agree at renewal. Being that the total contract value will now exceed \$100,000, the City Council is asked to approve the remaining two years at \$60,000, which is a total contract value of \$150,000 over five years.

M/WBE comment: Bid notices were sent directly to five companies known to perform or subcontract pool repair work. See Exhibit A for a complete list of businesses notified and workforce demographics.