

**Agenda Item Summary**BOC Meeting Date
10/7/2020**Requesting Agency**

Real Estate and Asset Management

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contracts- Department of Real Estate and Asset Management, Bid#181TB113793C-GS, Countywide On-Site Door Repair and Overhead Door Preventive and Predictive Maintenance in the total amount of \$260,000 with: (A) Overhead Door Company of Atlanta, dba D.H. Pace Company, Inc., (Atlanta, GA) in the amount of \$200,000; and (B) Piedmont Door Automation, dba Piedmont Door Solutions (Dawsonville, GA) in the amount of \$60,000, to provide on-site door repair and preventive and predictive maintenance services Countywide. This action exercises the second of two renewal options. No renewal options remain. Effective dates: January 1, 2021 through December 31, 2021.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes Open and Responsible Government

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work: These contracts furnish all parts, labor, equipment, transportation and materials necessary to provide on-site door repair and preventive and predictive maintenance services Countywide. The scope of work includes inspection and repair of doors and mountings, wind locks, guides weather stripping, counter balance and to inspect all pivot points, hinges latches, center roller supports and maintenance repair and replacement on a case-by case basis. Preventive and/or Predictive Maintenance (PM) checks includes, but is not limited to:

- Visual and Audible Inspection
- Operations Check
- Roll-Up doors: Manual and Power Operated
- Swing doors, ADA equipped doors and Main Entrance
- Gates with secured access
- Fire doors and Fire Curtains

Community Impact: This contract impacts the community in having the ability to provide on-site

Agency Director Approval**County Manager's Approval**

Typed Name and Title

Felicia Strong-Whitaker, Director

Phone

(404) 612-5800

Signature

Date

doors repairs and maintenance services on Countywide facilities.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval of the 2nd renewal of existing contract to provide on-site door repair and preventive and predictive maintenance services Countywide for fiscal year 2021.

Historical Expenditures;

- County ordered \$183,965 and spent \$79,229.31 up July 22, 2020
- County spent \$346,835.42 in FY2019

Project Implications: These contracts ensure safety and security of employees and citizen. In many cases structural integrity of facilities will be compromised leading to vandalism and theft in County- owned facilities. Not having a professional contractor could, also, result in the County's failure to comply with Federal ADA requirements.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If these contract renewals are not approved, the department's ability to address the needs for on-site door repair and preventive and predictive maintenance services, with its limited in-house staff, will suffer when specialized trained technicians and equipment are not available.

History of BOC Agenda Item: Yes, see below charts;

(A) Overhead Door Company of Atlanta, dba D.H. Pace Company, Inc.

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	18-0941	12/19/18	\$140,000.00
1 st Increasing Spending Authority	19-0565	7/10/19	\$164,199.00
1 st Renewal	19-0849	10/16/19	\$200,000.00
2nd Renewal			\$200,000.00
Total Revised Amount			\$704,199.00

(B) Piedmont Door Automation, dba Piedmont Door Solutions

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	18-0941	12/19/18	\$60,000.00
1 st Renewal	19-0849	10/16/19	\$60,000.00
2nd Renewal			\$60,000.00
Total Revised Amount			\$180,000.00

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
--	--

Total Contract Value: \$260,000.00

(A.)

Contract Value: \$200,000.00
Prime Vendor: Overhead Door Company of Atlanta, dba D.H. Pace Co. Inc,
Prime Status: Non-Minority
Location: Atlanta, GA
County: Fulton County
Prime Value: \$200,000.00 or 100.00%

Total Contract Value: \$200,000.00 or 100.00%
Total M/FBE Value: \$-0-

(B.)

Contract Value: \$60,000.00
Prime Vendor: Piedmont Door Automation dba Piedmont Door Solutions
Prime Status: Non-Minority
Location: Dawsonville, GA
County: Dawson County
Prime Value: \$60,000.00 or 100.00%

Total Contract Value: \$60,000.00 or 100.00%
Total M/FBE Value: \$-0-

Grand Contract Value: \$260,000.00 or 100.00%
Grand MFBE Value: \$-0-

.

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	\$260,000.00 or 100.00%
Total M/FBE Values	\$-0-
Total Prime Value	\$260,000.00 or 100.00%

Fiscal Impact / Funding Source	<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>
100-520-5220-1116: General, Real Estate and Asset Management, Building Maintenance-\$150,000	
100-520-5221-1116: General, Real Estate and Asset Management, Building Maintenance-\$110,000	
"Subject to Availability of Funding adopted for FY2021 by BOC"	

Exhibits Attached	<i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>
Exhibit 1: Contract Renewal Agreements	
Exhibit 2: Contract Renewal Evaluation Form	
Exhibit 3: Contractor's Performance Reports	

Source of Additional Information	<i>(Type Name, Title, Agency and Phone)</i>
Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772	

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Continued

Procurement

Contract Attached: Yes	Previous Contracts: Yes		
Solicitation Number: 18ITB113793C-GS	Submitting Agency: Department of Real Estate and Asset Management	Staff Contact: Sang Gon Kim	Contact Phone: 404-612-6127
Description: Approval to renew existing contracts to provide on-site door repair and preventive and predictive maintenance services Countywide..			

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$200,000.00	Amount: 0	0%: Click here to enter text.
Previous Adjustments:	\$424,199.00	Amount: .	0%: .
This Request:	\$260,000.00	Amount: \$-0-	0.00%: .
TOTAL:	\$884.199.00	Amount: .	%: .

Grant Information Summary:

Amount Requested:	.	<input type="checkbox"/>	Cash
Match Required:	.	<input type="checkbox"/>	In-Kind
Start Date:	.	<input type="checkbox"/>	Approval to Award
End Date:	.	<input type="checkbox"/>	Apply & Accept
Match Account \$:	.		

Funding Line 1: 100-520-5220-1116:- \$150,000 "Subject to Availability of Funding adopted for FY2021 by BOC"	Funding Line 2: 100-520-5221-1116:- \$110,000 "Subject to Availability of Funding adopted for FY2021 by BOC"	Funding Line 3: .	Funding Line 4: .
--	--	-----------------------------	-----------------------------

KEY CONTRACT TERMS

Start Date: 1/1/2021	End Date: 12/31/2021
Cost Adjustment: Click here to enter text.	Renewal/Extension Terms: No renewal options remain

ROUTING & APPROVALS

(Do not edit below this line)

XX	Originating Department:	Davis, Joseph	Date: 8/25/2020
X	County Attorney:	Stewart, Denval	Date: 9/20/2020
XX	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 9/24/2020
XX	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 8/25/2020
.	Grants Management:	.	Date: .
X	County Manager:	Gillespie, Alana	Date: 9/24/2020



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Real Estate and Asset Management

BID/RFP# NUMBER: 18ITB113793C-GS

BID/RFP# TITLE: Countywide On-Site Door Repair and Overhead Door Preventive and Predictive Maintenance

ORIGINAL APPROVAL DATE: 12/19/2018

RENEWAL PERIOD: FROM: 1/1/2021 **THROUGH:** 12/31/2021

RENEWAL OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$ 60,000.00

COMPANY'S NAME: Piedmont Door Automation LLC, d/b/a Piedmont Door Solutions

ADDRESS: 67 American Way, Suite 160

CITY: Dawsonville

STATE: GA

ZIP: 30534

This Renewal Agreement No. 2 was approved by the Fulton County Board of Commissioners on BOC DATE: **BOC NUMBER:**

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications as referenced herein: 18ITB113793C-GS

FULTON COUNTY, GEORGIA

**PIEDMONT DOOR AUTOMATION
LLC**

**Robert L. Pitts, Chairman
Fulton County Board of Commissioners**

**Chris Mitchell
Vice President**

ATTEST:

ATTEST:

**Tonya R. Grier
Interim Clerk to the Commission**

**Secretary/
Assistant Secretary**

(Affix County Seal)

(Affix Corporate Seal)

AUTHORIZATION OF RENEWAL:

ATTEST:

**Joseph N. Davis, Director
Department of Real Estate and Asset
Management (DREAM)**

Notary Public

County:_____

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____
RECESS MEETING

ITEM#: _____ RM: _____
REGULAR MEETING



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Real Estate and Asset Management

BID/RFP# NUMBER: 18ITB113793C-GS

BID/RFP# TITLE: Countywide On-Site Door Repair and Overhead Door Preventive and Predictive Maintenance

ORIGINAL APPROVAL DATE: 12/19/2018

RENEWAL PERIOD: FROM: 1/1/2021 **THROUGH:** 12/31/2021

RENEWAL OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$ 200,000.00

COMPANY'S NAME: Overhead Door Company of Atlanta dba D.H. Pace Company, Inc.

ADDRESS: 22 Armor Dr.

CITY: Atlanta

STATE: GA

ZIP: 30324

This Renewal Agreement No. 2 was approved by the Fulton County Board of Commissioners on BOC DATE: **BOC NUMBER:**

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications as referenced herein: 18ITB113793C-GS

FULTON COUNTY, GEORGIA

**OVERHEAD DOOR COMPANY OF
ATLANTA DBA D.H. PACE
COMPANY, INC.**

**Robert L. Pitts, Chairman
Fulton County Board of Commissioners**

**Jeff Allen
Vice President**

ATTEST:

ATTEST:

**Tonya R. Grier
Interim Clerk to the Commission**

**Secretary/
Assistant Secretary**

(Affix County Seal)

(Affix Corporate Seal)

AUTHORIZATION OF RENEWAL:

ATTEST:

**Joseph N. Davis, Director
Department of Real Estate and Asset
Management (DREAM)**

Notary Public

County:_____

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____
RECESS MEETING

ITEM#: _____ RM: _____
REGULAR MEETING

Contract Renewal Evaluation Form

Date:	July 13, 2020
Department:	Real Estate and Asset Management
Contract Number:	18ITB113793C-GS
Contract Title:	Countywide On-Site Door Repair-FY2021

Instructions:

It is extremely important that every contract be rigidly scrutinized to determine if the contract provides the County with value. Each renewal shall be reviewed and answers provided to determine whether services should be maintained, services/scope reduced, services brought in-house or if the contract should be terminated. Please submit a completed copy of this form with all renewal requests.

1. Describe what efforts were made to reduce the scope and cost of this contract.

This contract is used on an "As Needed and When Needed" basis. Before awarding individual work to contractor, in house resources are utilized to troubleshoot the issues and correctly identify the problems and identify repair required. This eliminates the time spent by the contractor on these tasks. Contractor is called in only after-hours and when our in-house resources are not sufficient to complete the work in a timely manner. Contractor is also called when the repair /replacement of overhead door is involved, for which the County does not have trained technicians. Contractor's services are also helpful when the installations require compliance with Building Codes and ADA.

2. Describe the analysis you made to determine if the current prices for this good or service is reflective of the current market. Check all applicable statements and provide documentation:

☒ Internet search of pricing for same product or service:

Date of search:	July 12, 2020
Price found:	\$ 273 average
Different features / Conditions:	Commercial Doors/OH Doors
Percent difference between internet price and renewal price:	50%

Explanation / Notes:

A comparison was made with Commercial Door Services rates available on an internet search. The average cost for repairing a door was seen to be between \$ 91 and \$ 230. Based on this and assuming a 3 hrs average for repairing a similar door, the minimum cost comes out to \$ 273. Lowest labor rate quoted by the vendors against this contract is \$ 45 and for a three hour job, the total bill comes to \$ 135. This is still lower than the cost

☐ Market Survey of other jurisdictions:

Date contacted:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
Date of last purchase:	
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	

Explanation / Notes:☐ Other (Describe in detail the analysis conducted and the outcome):

What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?

The County spent \$124,000 as end of July in FY2019, \$56,996.31 up to June 2020

3. Does the renewal option include an adjustment for inflation? ☐ Yes ☒ No
(Information can be obtained from CPI index)

Was it part of the initial contract? ☐ Yes ☒ No

Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.

Explanation / Notes:

Click here to enter text.

4. Is this a seasonal item or service? ☐ Yes ☒ No

5. Has an analysis been conducted to determine if this service can be performed in-house? ☐ Yes
☐ No If yes, attach the analysis.

Fulton County does not have technicians with training or experience to undertake repair of commercial entry systems like roll-up doors and metal doors.

6. What would be the impact on your department if this contract was not approved?

If this contract is not approved, the County will not be able to secure the buildings, parking lots and workshops effectively and in a timely manner. This could lead to loss of assets and life.

Vijay Nair, Building Maintenance Manager/CF



July 13, 2020

LaKeshia Brackett, Building Maintenance
Manager/GF

Prepared by

Joseph N. Davis

Department Head

Date

Click here to enter a date
7/15/2020

Date



Cost to Repair Interior or Exterior Doors in Atlanta



Costs for Related Projects in Atlanta, GA

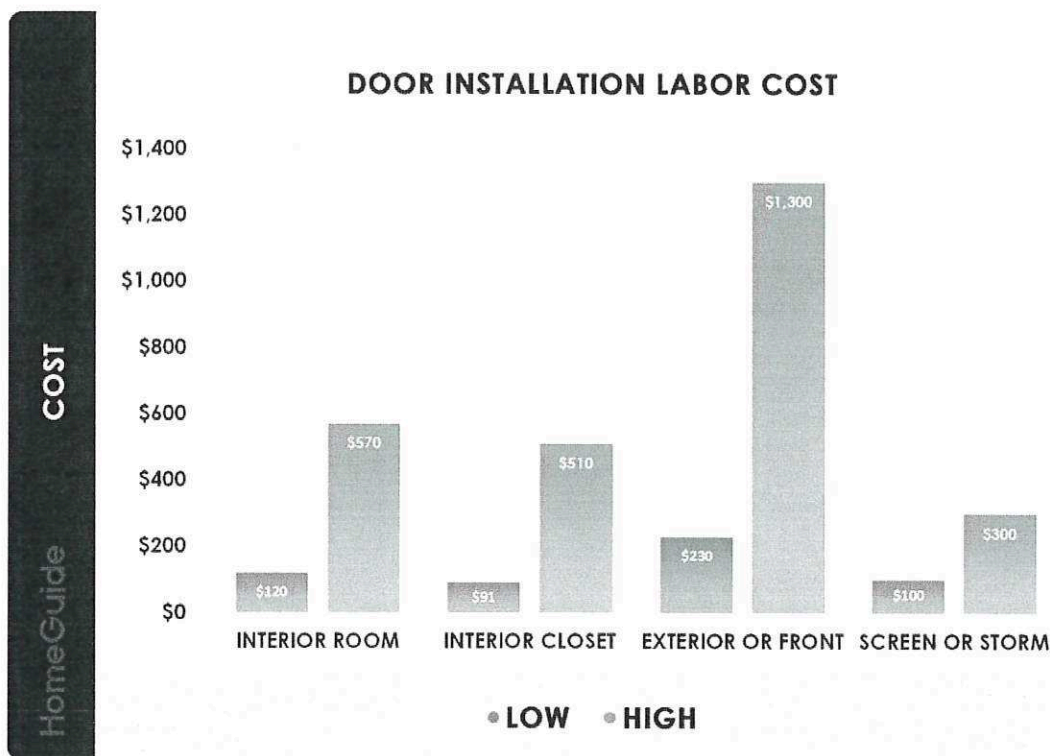
Clean Windows	\$157 - \$322
Clean Window Treatments	\$133 - \$500
Install an Exterior Door	\$408 - \$1,031
Install Exterior Shutters	\$277 - \$772
Install a Door	\$364 - \$981

[View other Doors & Windows costs >](#)

How much will your door installation cost?

[Get free estimates](#)

or front door installation typically ranges from \$230 to \$800.



DOOR INSTALLATION LABOR COST

Door Installc

Navigation

Door Installation

Average Door In

Interior vs. E

Labor Cost

New Door Fr

Custom Door

Hinges, Knob

Door Prices By M

Wooden

Steel

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
OTHER SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
2/6/2020	6/30/2020	2/6/2020	12/31/2020
PO Number			PO Date
DO 0206200*0251			2/6/2020
Department	Real Estate and Asset Management		
Bid Number	18ITB113793C-GS		
Service Commodity	On Site Door Repair and Maintenance		
Contractor	Overhead Door Co		

= Unsatisfactory	Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.
= Poor	Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.
= Satisfactory	Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.
= Good	Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.
= Excellent	Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

☐ 0

☐ 1

☐ 2

☐ 3

☒ 4

Quality of goods and services provided by the vendor against this contract have been very good. Vendor's technicians exhibited technical excellence and provided clear reporting of problems and work completed.

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On time Completion Per Contract)

Comments:

☐ 0

☐ 1

☐ 2

☐ 3

☒ 4

Vendor responded to all calls in a timely manner, meeting milestones in most cases. They have been responsive to inquiries and directions for change also. Vendor also provided clear guidelines for service calls and POC for each type of services

. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

☐ 0

☐ 1

20-0694

been eager to work with Fulton County in resolving issues related to service calls, invoicing and payment. Process of updating both on payments and service achievements has assisted in improving business relations and communications

☒ 3

☐ 4

. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

☐ 0

☐ 1

☐ 2

☒ 3

☐ 4

Comments:

No complaints received from any corner about lack of satisfaction about the work by the vendor. Vendor meets user quality expectations most of the time. Invoicing is timely and as agreed upon rates. Within budget, most of the time.

. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

☐ 0

☐ 1

☐ 2

☒ 3

☐ 4

Comments:

Contractor's key personnel had the requisite qualifications and experience required to carry out the work. Staff were always available to assist. Vendor established points of contact at their organization for each type of work assigned to the vendor. These POC were always available to assist Fulton County effectively

Overall Performance Rating: 3.4

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

Rating completed by:

vijaya.nair



Department Head Name

Department Head Signature

Date

Joseph Davis



3/2020

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
OTHER SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
2/6/2020	6/30/2020	2/6/2020	12/31/2020
PO Number		PO Date	
0206200*00252		2/6/2020	
Department	Real Estate and Asset Management		
Bid Number	18ITB113793C-GS		
Service Commodity	On site Door Repair and Maintenance		
Contractor	Piedmont Door Automation		

= Unsatisfactory	Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.
= Poor	Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.
= Satisfactory	Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.
= Good	Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.
= Excellent	Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

☐ 0
☐ 1
☐ 2
☒ 3
☐ 4

The services were of acceptable quality and generally in line with requirements in the specification. Technicians appear to be qualified. However vendor's service line is not as diverse as one Fulton County requires.

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On time Completion Per Contract)

Comments:

☐ 0
☐ 1
☐ 2
☒ 3
☐ 4

Vendor provided services as requested and in a timely manner. Response time was as required in the contract. Milestones were met in most cases

. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

☐ 0
☐ 1

20-0694

Responsive to inquiries and service calls. Vendor has been able to establish and maintain channels of communication and this has helped improve business relations

- ☒ 3
☐ 4

. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

- ☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Comments:

Met standards of customer satisfaction most of the times. Work was always within budget limits and invoices were accurate and quick in turn around.

. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

- ☐ 0
☐ 1
☒ 2
☐ 3
☐ 4

Comments:

Vendor's key staff had credentials and experience necessary to carry out work. Capabilities are limited to building entrances. That will impact negatively on the vendor because County's business involves a variety of doors not serviced by the vendor

Overall Performance Rating: 3.0

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

Rating completed by:

vijaya.nair

Vijaya

Department Head Name

Department Head Signature

Date

Joseph Davis

[Signature]
7/13/2020