



Fulton County

Legislation Text

File #: 21-0832, Version: 1

Department

Real Estate and Asset Management

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

Request approval of lowest responsible bidders - Department of Real Estate and Asset Management, 21ITB130553C-GS, Locks, Doors & Hardware Countywide in the total amount of \$90,000.00 with (A) Overhead Door of Atlanta dba D.H. Pace Company, Inc. (Atlanta, GA) in the amount of \$55,000.00; and (B) Acme Security, Inc., (Smyrna, GA) in the amount of \$35,000.00, to provide on-site locksmith services to include the installation of new locks and door hardware as required and to supply lock and door hardware for Fulton County facilities on an "as needed" basis. This bid does not include service for vehicles. Effective dates: January 1, 2022, through December 31, 2022, with two renewal options. **(APPROVED)**

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

In accordance with Purchasing Code Section 102-373, all competitive sealed bids of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

Open and Responsible Government

Commission Districts Affected

- All Districts
- District 1
- District 2
- District 3
- District 4
- District 5
- District 6

Is this a purchasing item?

Yes

Summary & Background Provide locks, doors and hardware services for Fulton County for FY2022.

Scope of Work: These contracts furnishes all parts, labor, equipment, transportation and materials necessary to provide on-site locksmith services, to include the installation of new locks and door hardware as required for Fulton County facilities on an "as needed" basis. Additionally, this service provides supplemental support to the staff during peak service periods. Department of Real Estate

and Asset Management handles most routine locksmith service calls. However, only a small percentage of the work can be completed in-house with current staff strength. The County has only one locksmith to serve more than 350 facilities.

The contract also covers cost of hardware (locks, key blanks including security keys, door closers and door hardware like handles) and about 70% of the expenditure is towards cost of hardware.

Community Impact: Provide security of all County-owned facilities

Department Recommendation: The Department of Real Estate and Asset Management recommends approval of the lowest responsible bidders to provide on-site locksmith services to include the installation of new locks and door hardware on an “as needed” basis for Fulton County facilities for fiscal year 2022.

The County received and evaluated two (2) bid responses to the solicitation. The recommendation was based on the bidders’ prices with given quantities for each parts/labor and service hours for **(A)** Lock Hardware and Parts; **(B)** Door Hardware, Door Closers and Parts; and **(C)** Locksmith Services for normal, weekends and holidays business hours; and totaling all three (3) Groups to determine the lowest Base Bid Amount to provide Locks, Doors and Hardware Countywide Services on an “as needed” basis for Fulton County.

After careful review of each of the two (2) bid responses, we have recommended DH Pace Company and Acme Security, Inc., to provide on-site locksmith services for Fulton County facilities for FY2022. Having multiple vendors will provide the County with maximum flexibility and sufficient resources to respond to the service needs.

Both vendors have a current contracts with Fulton County and have performed very good and highly competent as a locksmith contractors for Fulton County as stated in their performance reports.

These are time and materials contracts. The requested spending authority in the total amount of \$90,000 will cover costs for replacement/components parts and hourly locksmith service for FY2022. Historical Expenditures:

- FY2021: The County allocated expenditures as of 9/28/2021, \$59,798.05
- FY2020: The County spent \$37,642.87
- FY2019: The County spent \$44,212.09

Project Implications: These contracts provides all of the necessary supply of locks, door hardware and locksmith services needed to support the in-house maintenance staff.

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

Department Issues/Concerns: If these contracts are not approved, the Department’s ability to address the needs for locks, door hardware and locksmith services, with its limited in-house staff, will suffer.

Contract Modification: This is a new procurement.

Contract & Compliance Information *(Provide Contractor and Subcontractor details.)*

Total Contract Value: \$90,000.00

(A)

Contract Value: \$55,000.00

Prime Vendor: Overhead door of Atlanta dba D H Pace Co.

Prime Status: Non-Minority

Location: Atlanta, GA

County: Fulton County

Prime Value: \$55,000.00 or 100.00%

Total Contract Value: \$55,000.00 or 100.00%

Total M/FBE Value: \$-0-

(B)

Contract Value: \$35,000.00

Prime Vendor: Acme Security, Inc.

Prime Status: Non-Minority

Location: Smyrna, GA

County: Cobb County

Prime Value: \$35,000.00 or 100.00%

Total Contract Value: \$35,000.00 or 100.00%

Total M/FBE Value: \$-0-

Grand Contract Value: \$90,000.00 or 100.00%

Grand M/FBE Value: \$-0-

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

Exhibit 1: Bid Tabulation Sheet

Exhibit 2: Contractor Performance Reports

Exhibit 3: Department Recommendation Memo

Contact Information *(Type Name, Title, Agency and Phone)*

Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772

Contract Attached

No

Previous Contracts

Yes

Total Contract Value

Original Approved Amount: \$0.00
Previous Adjustments: \$0.00
This Request: \$90,000.00
TOTAL: \$90,000.00

Grant Information Summary

Amount Requested: Cash
Match Required: In-Kind
Start Date: Approval to Award
End Date: Apply & Accept
Match Account \$:

Fiscal Impact / Funding Source

Funding Line 1:

100-520-5221-1116: General, Real Estate and Asset Management, Building Maintenance- \$90,000
"Subject to availability of funding adopted for FY 2022 by the BOC"

Key Contract Terms	
Start Date: 1/1/2022	End Date: 12/31/2022
Cost Adjustment:	Renewal/Extension Terms: TV one-year renewal options

Overall Contractor Performance Rating:

Would you select/recommend this vendor again?

Yes

Report Period Start: 1/1/2022
Report Period End: 12/31/2022