

# MANATEE COUNTY GOVERNMENT

## INTENT TO AWARD

<b>ITQ NO./TITLE</b>	20-R073364SR Overhead Garage Door Services	<b>DATE POSTED</b>	BCC _____ DS _____	MCC _____ MBC _____
<b>PROCUREMENT REPRESENTATIVE</b>	Stacia Raposa	<b>PROJECTED AWARD DATE</b>	January 31, 2020	
<b>DEPARTMENT/DIVISION</b>	Property Management	<b>AUTHORIZED BY DATE</b>	Jacob Erickson, Procurement Manager	

### NOTICE OF INTENT TO AWARD

The Manatee County Procurement Division provides notice of its intent to award a contract with D&D Garage Doors, Inc. for the provision of Overhead Garage Door Services.

### ENABLING/REGULATING AUTHORITY

Manatee County Procurement Ordinance, Sec 2-26.

### BACKGROUND/DISCUSSION

The Manatee County Property Management Department oversees building maintenance at various locations within Manatee County. The Property Management Department requested bids from qualified bidders for the provision of Overhead Garage Door Services on an as-required basis which includes, but is not limited to, preventative maintenance, repair services, replacement, and installation of garage doors.

The solicitation was advertised on December 30, 2019 on the Manatee County website. It was also provided to the Manatee County Chamber of Commerce for release of its members. Responses were received from the following firms:

1. D&D Garage Doors, Inc., Sarasota, FL

### EVALUATION RESULTS SUMMARY:

D&D Garage Doors, Inc. is the lowest responsible, responsive bidder. A bid tabulation of the results is attached to this Notice of Intent to Award.

The Procurement Division and the Property Management Department recommend award to D&D Garage Doors, Inc.

<b>ATTACHMENTS (List in order of attached)</b>	Bid Tabulation	<b>NAME OF FUNDING SOURCE</b>	Acct No. 5010003698596000
<b>COST</b>	\$ 25,000 / Estimate Annual	<b>FUNDS VERIFIED</b>	Yes

D & D GARAGE DOORS  
OVERHEAD GARAGE DOOR SERVICES  
BID TABULATION  
ITQ NO. 20-R073364SR

<u>Item #</u>	<u>Decription</u>	<u>Estimate Annual Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Extended Price</u>
1	Charge per hour for regular repair and maintenance labor rate per person. (Normal Business Hours, Monday-Friday, 8:00AM - 5:00PM, excluding County Holidays) (Some emergencies might fall under normal business hours) (On site time only, travel charges will NOT be accepted)	80	HOUR	\$165.00	\$13,200.00
2	Emergency / Overtime repair labor rate per person (Hours other than Monday-Friday, 8-5) (On site time only, travel charges will NOT be accepted)	30	EACH	\$270.00	\$8,100.00
3	Call out charge for emergency response (If applicable)	1	EACH	NA	NA
4	Percent markup on parts/equipment/equipment rental / pre-approved shipping and 3rd party repairs. (Proof of your costs are required when submitting invoices)	20%			