

RESOLUTION NO. 2012-2

AUTHORIZING CONTRACT NO. 2011-140 WITH DORTONIC SERVICE, INC. DBA ACTION DOOR, FOR OVERHEAD DOOR REPAIR, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE (3) YEARS IN AN AMOUNT NOT TO EXCEED \$360,000.00 (GENERAL FUND, SERVICE MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires recurring services for repair and maintenance of the Authority's overhead doors at various facilities; and

WHEREAS, the bid of Dortronic Service, Inc. dba Action Door, located at 201 East Granger Road, Brooklyn Heights, OH 44131, for the furnishing of overhead door repair services, as specified and as required, for a period of three (3) years, was received on December 14, 2011; and

WHEREAS, said bid was the lowest responsive and responsible bid received in response to the solicitation; and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Dortronic Service, Inc. dba Action Door to be a responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of Dortronic Service, Inc. dba Action Door, for overhead door repair services, as specified and as required, be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Dortronic Service, Inc. dba Action Door for the furnishing of overhead door repair, as specified and as required, for a period of three (3) years beginning February 29, 2012.

Section 3. That said contract shall be funded through the General Fund, Service Management Department budget, in an amount not to exceed three hundred sixty thousand & 00/100 dollars (\$360,000.00) for the three-year period.

Section 4. That said contract shall be binding upon and an obligation of the Authority, contingent upon appropriation of funds for future years and compliance by the contractor to the Specifications and Addenda; if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2011-034; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Dortronic Service, Inc. dba Action Door will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: January 17, 2012



President

Attest: 

CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

CONTRACT: OVERHEAD DOOR REPAIR, AS SPECIFIED AND AS REQUIRED VENDOR: DORTRONIC SERVICE, INC. DBA ACTION DOOR AMOUNT: TOTAL CONTRACT AMOUNT NOT TO EXCEED \$360,000.00 FOR A THREE YEAR PERIOD	Resolution No.: 2012-2
	Date: January 12, 2012
	Initiator: Service Management
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for overhead door repair and maintenance at various facilities throughout the Authority, as specified and as required, for a period of three (3) years.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project provides service to repair and maintain the overhead doors at various facilities across the Authority due to damage from accidents, as well as failures from age and normal wear. This service maintains the security of the Authority's buildings and equipment, as well as prevents employees and assets from being exposed to inclement weather.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the procurement web site and advertised in the local newspapers. Notifications were sent to nine (9) potential vendors. Six (6) prospective bidders downloaded the solicitation from the web site. Two (2) responsive and responsible bids were opened December 14, 2011. A summary is as follows:

		Dortronic Service, Inc. dba Action Door 201 E. Granger Rd. Brooklyn Hts, OH 44131	J & L Door Service Inc. 7998 Mayfield Rd. Chesterland, OH 44026
Item No. 1 Hourly Rate One Person (Journeyman)	Yr. 1	\$61	\$65
	Yr. 2	\$62	\$66
	Yr. 3	\$63	\$67
Item No. 2 Hourly Rate Additional Person (Helper)	Yr. 1	\$59	\$63
	Yr. 2	\$60	\$64
	Yr. 3	\$61	\$65

The bid of Action Door has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder. Pricing includes both material and labor, at the labor rates contained in the bid document. The not to exceed amount is based on the average cost incurred on both material and labor over the past three years resulting in an estimated annual cost of \$120,000, for a three year total estimated at \$360,000.00.

A price analysis was performed and the Procurement Department has determined the price to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to lack of certified DBE Firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the General Fund, Service Management Department budget, in an amount not to exceed three hundred sixty thousand & 00/100 dollars (\$360,000.00) at the hourly rates established for a period of three years. The bid price for the hourly contract pricing has decreased by approximately 1.5% from the previous contract pricing. This contract is expected to reduce the Authority's overall cost for overhead door maintenance over the next three years due to the vendor's specialization in the requirements of our overhead door repair, as well as the reduced contracted rates bid on labor and equipment.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would delay the continued repair and maintenance service required on the Authority's overhead doors, potentially exposing the Authority's employees and assets to financial and safety risks.
- 8.0 RECOMMENDATION: It is recommended that the bid of Dortronic Service, Inc. dba Action Door be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer