

RESOLUTION NO. 2021-13

AUTHORIZING CONTRACT NO. 2020-193 WITH ADMJ HOLDINGS LLC, DBA ADVANCE DOOR CO., FOR OVERHEAD DOOR REPAIR, AS SPECIFIED AND AS REQUIRED, FOR A THREE YEAR BASE PERIOD NOT TO EXCEED \$405,000.00, WITH TWO, ONE-YEAR OPTIONS NOT TO EXCEED \$135,000.00 EACH, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$675,000.00 (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 ADMJ Holdings LLC, DBA Advance Door Co., located at 4555 Willow Parkway, Cuyahoga Heights, Ohio 44125, for the furnishing of overhead door repair services, as specified and as required, for a three-year base period with two, one-year options, was received on December 29, 2020; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of ADMJ Holdings LLC, DBA Advance Door Co., to be the lowest 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 ADMJ Holdings LLC, DBA Advance Door Co., for overhead door repair services, as specified and as required, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with ADMJ Holdings LLC, DBA Advance Door Co. for the furnishing of overhead door repair services, as specified and as required, for the base three years with two, one-year options, with the right to exercise the two, one-year options.

Section 3. This procurement will be funded through the General Fund, Service Management Department budget, in an amount not to exceed \$405,000.00, at established hourly rates, for the base period of three years, with two, one year options in an amount not to exceed \$135,000 per year, for a total contract amount not to exceed \$675,000.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, thereto, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements; and all applicable laws relating to the contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that ADMJ Holdings LLC, DBA Advance Door Co., 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: February 16, 2021



President

Attest: 

Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: OVERHEAD DOOR REPAIR, AS SPECIFIED AND AS REQUIRED VENDOR: ADMJ HOLDINGS LLC, DBA ADVANCE DOOR CO. AMOUNT: NOT TO EXCEED \$405,000.00 FOR A THREE-YEAR BASE PERIOD, WITH TWO, ONE-YEAR OPTIONS NOT TO EXCEED \$135,000.00 EACH, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$675,000.00	Resolution No.: 2021-13
	Date: February 11, 2021
	Initiator: Service Management Department
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 services at various facilities throughout the Authority, as specified and as required, for a base period of three years, with two, one-year options, for a total contract period of five years.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project provides services 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 six potential bidders. Five interested parties downloaded the solicitation from the web site. Two responsive bids from responsible bidders were opened on December 29, 2020. A summary is as follows:

		ADMJ Holdings LLC, dba Advance Door Co.	BLD Door Service, LLC dba Overhead Door Company of Akron
<u>Hourly Rate for 2-Person Crew</u>	Yr 1	\$150	\$165
	Yr 2	\$152	\$165
	Yr 3	\$154	\$175
	Yr 4	\$155	\$175
	Yr 5	\$158	\$180

The bid of ADMJ Holdings LLC, DBA Advance Door Co. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder. The contract will include 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 \$135,000.00, for a three year base period not to exceed \$405,000.00, with two, one-year options not to exceed \$135,000.00 each, for a total contract not to exceed \$675,000.00. 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 the 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 \$405,000.00, at established hourly rates, for the base period of three years, with two, one year options in an amount not to exceed \$135,000 per year, for a total contract amount not to exceed \$675,000.00.
- 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 ADMJ Holdings LLC, DBA Advance Door Co., be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer 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.



General Manager, Chief Executive Officer