



## Southeast Florida Governmental Purchasing Cooperative Group

### CONTRACT AWARD

Please complete each of the applicable gray boxes and submit with bid documents and applicable award notices and tabulations to [lpiper@myboca.us](mailto:lpiper@myboca.us) for placement on the NIGP SE FL Florida Website Coop Contract page.

**BID/RFP NO.:** #2006-07/23

**DESCRIPTION/TITLE:** PURCHASE, INSTALLATION, SERVICE AND REPAIR OF OVERHEAD DOORS

**RENEWAL CONTRACT TERM:** Starts: April 1, 2011 Ends: March 31, 2013

**RENEWAL OPTIONS OF CONTRACT:** NONE  
(Number of renewals)

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#### SECTION #1 - VENDOR AWARD

**Vendor Name:** Door Systems of South Florida  
**Vendor Address:** 1300 NW 15<sup>th</sup> Avenue  
**Contact:** Ernie Holt  
**Phone:** 954-951-3833 **Fax:** 954-935-7050  
**Cell/Pager:** 954-935-7000 **Email Address:** [eholt@doorsystemssfl.com](mailto:eholt@doorsystemssfl.com)  
**FEIN:** 650466725

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#### SECTION #2 – AWARD/BACKGROUND INFORMATION

**Award Date:** February 15, 2011 **Resolution/Agenda Item No.:** #2011/020

**Insurance Required:** Yes

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#### SECTION #3 - LEAD AGENCY

**Agency Name:** City of Deerfield Beach  
**Agency Address:** 401 SW 4<sup>th</sup> Street, Deerfield Beach, FL 33441  
**Agency Contact:** Donna Council, Purchasing Agent  
**Telephone:** 954-480-4380 **Facsimile:** 954-480-4388  
**Email:** [dcouncil@deerfield-beach.com](mailto:dcouncil@deerfield-beach.com)



# MEMORANDUM

**TO: SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING GROUP**

**FROM: Donna Council, Purchasing Agent**

**DATE: February 17, 2011**

**SUBJECT: RENEWAL - PURCHASE, INSTALLATION, SERVICE AND REPAIR OF OVERHEAD ROLL-UP DOORS AND GRILLS - Bid 2006-07/23**

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On February 15, 2010 with Commission consent (Resolution #2010-020), the renewal contract for the purchase, installation, service and repair of overhead doors, was approved. The renewal contract will begin April 1, 2011 and expire on March 31, 2013.

The prices, terms and conditions remain the same. The contract includes a fixed hourly labor rate, a discount/markup cost for new equipment and installation, and a cost for preventative maintenance on an annual flat fee door basis.



Item:

**City of Deerfield Beach**  
**Action Request for City Commission Agenda**  
 (face sheet)

Agenda Date Requested: 2/15/11

Date Submitted: 2/02/11

Contact Person: Donna Council, Purchasing Agent

Description: APPROVAL OF RENEWAL OF CONTRACT FOR THE PURCHASE, INSTALLATION, SERVICE AND REPAIR OF OVERHEAD ROLL-UP DOORS AND GRILLS.

Fiscal Impact: \$20,000

FY, Budget Line Item Number, and Title: FY2010/11 Account Number #001-4049-519-31-04 (Repair and Maintenance Services) Department of Public Works, Facilities Maintenance.

Supporting Documents Attached:

- Cover Memo to City Manager signed by Department Head (required)
- Budget Justification (if applicable)

**THIS SECTION COMPLETED BY**

- CITY MANAGER'S OFFICE
- CITY ATTORNEY'S OFFICE
- CITY CLERK'S OFFICE

Agenda Item Type

- |                               |                          |                               |                                     |
|-------------------------------|--------------------------|-------------------------------|-------------------------------------|
| Written Request               | <input type="checkbox"/> | Public Hearing                | <input type="checkbox"/>            |
| Public Hearing Second Reading | <input type="checkbox"/> | Quasi-Judicial Public Hearing | <input type="checkbox"/>            |
| General Item                  | <input type="checkbox"/> | Consent Agenda                | <input checked="" type="checkbox"/> |

Action to be Taken

- |                    |                                     |                    |                          |
|--------------------|-------------------------------------|--------------------|--------------------------|
| Commission Action  | <input checked="" type="checkbox"/> | Information        | <input type="checkbox"/> |
| Commission Request | <input type="checkbox"/>            | Staff Request      | <input type="checkbox"/> |
| Public Request     | <input type="checkbox"/>            | Public Information | <input type="checkbox"/> |

Comments:

Commission approval is to allow other members of the consortium to access this contract renewal. The City's procurement of these services is not, taken alone, so monetarily significant to require Commission action.

ITEM APPROVED FOR THE AGENDA:

Keven Klopp  
 2011.02.08 13:31:16 -05'00'

Signature

Date



# MEMORANDUM

TO: Burgess Hanson, City Manager

THROUGH: Keven Klopp, Assistant City Manager

FROM: Donna Council, Purchasing Agent

DATE: February 2, 2011

**SUBJECT: PURCHASE, INSTALLATION, SERVICE AND REPAIR OF OVERHEAD ROLL-UP DOORS AND GRILLS - Renewal**

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The contract for the purchase, installation, service and repair of overhead doors is due to expire on March 31, 2011. This is a Southeast Florida Governmental Cooperative Purchasing Group Bid. The City of Deerfield Beach serves as the lead agency for this bid.

There are currently fourteen (14) municipal agencies, Broward Fire and the Broward Sheriff's Office that are participating in this bid. As the lead agency, the City of Deerfield Beach provides the administrative function of soliciting and evaluating bids and in initiating the award and any renewals.

The estimated contract amount for the City of Deerfield Beach is \$20,000.00. Funding provided under account #001-4049-519-31-04 (Repair & Maintenance Services) Department of Public Works, Facility Maintenance. Facilities Maintenance is responsible for the repair of all overhead doors within the City, which includes the Department of Parks & Recreation, Public Works, Fire Rescue and the Fleet, Utilities and Water Plant Division.

The contract includes a fixed hourly labor rate, a discount/markup cost for new equipment and installation, and an optional preventative maintenance program on an annual flat fee per door basis. The City of Deerfield Beach does not currently utilize the preventative maintenance program.

This contract is essential to our Fire Rescue. The contractor must respond, without delay, to emergency calls 24 hours a day. The continuous uninterrupted operation of the overhead doors is a vital factor in the ability of Fire Rescue to answer all emergency calls. Door Systems of South Florida gives Fire Rescue priority on service calls – twenty-four (24) hours a day. Additionally, they respond on-site to all requests for service within two (2) hours after receiving a call.

Under the terms of the bid, Door Systems of South Florida has agreed to exercise the contract renewal option pursuant to terms and conditions of Bid #2006-07/23. The initial contract began on April 1, 2007, with two (2) year extensions available. The renewal period will begin April 1, 2011 and run through March 31, 2013. This is the last renewal available under the terms of the original contract.

Letter of confirmation has been received from the supplier Door Systems of South Florida signifying their willingness to renew the contract under the same terms and conditions and is attached.

**RESOLUTION NO. 2011/**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DEERFIELD BEACH, FLORIDA AUTHORIZING THE RENEWAL OF THE CONTRACT WITH DOOR SYSTEMS OF SOUTH FLORIDA.**

**WHEREAS**, the City of Deerfield Beach wishes to renew the contract with Door Systems of South Florida for the service and repair of the installed overhead doors; and

**WHEREAS**, this is a Southeast Florida Governmental Cooperative Purchasing Group Bid and the contract is due to expire on March 31, 2010; and

**WHEREAS**, the City of Deerfield Beach serves as the lead agency for this bid; and

**WHEREAS**, the contract as pertains to the City, for an estimated amount of \$20,000.00, is essential to the City's Fire Rescue Operations since the contractor is obligated to respond without delay to emergency calls 24 hours a day and the continuous uninterrupted operation of the overhead doors is a vital factor in the ability of Fire Rescue to answer all emergency calls; and

**WHEREAS**, the last renewal period available under this contract will begin on April 1, 2011 and run through March 31, 2013;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DEERFIELD BEACH, FLORIDA, AS FOLLOWS:**

**Section 1.** The above referenced "Whereas" clauses are true and correct and made a part hereof.

**Section 2.** The City Commission does hereby approve the contract renewal pursuant to the terms and conditions of Bid #2006-07/23 for a period of two years beginning April 1, 2011 and ending on March 31, 2013 for an estimated amount of \$20,000.00. The Mayor and the City Manager are hereby authorized to execute any appropriate documents.

**Section 3.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2011.

PEGGY NOLAND, MAYOR

ATTEST:

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ADA GRAHAM-JOHNSON, MMC, CITY CLERK

Deerfield/Resolutions/Purchasing/Roll-up Doors and Grills



CITY OF  
**DEERFIELD  
BEACH**

December 16, 2010

Blair Novy  
Door Systems of South Florida  
1300 NW 15<sup>th</sup> Avenue  
Pompano Beach, FL 33069

Dear Mr. Novy:

The Southeast Florida Governmental Cooperative Purchasing Group Bid to provide professional services of repair and service of overhead door and grills per the terms and conditions of Bid Project #2006-07/23 is due to expire on March 31, 2011.

Under the terms of the contract, there is one (1) additional two (2) year extension option available, providing mutual consent exists between the City and your company. All terms, conditions and specifications are contained within Bid #2006-07/23. If it is accepted and approved by the City Commission, it will begin April 1, 2011 and run through March 31, 2013.

Please advise if a one-year extension period of our current contract is acceptable to your company. Kindly indicate the appropriate information below and return this letter to my attention: City of Deerfield Beach Purchasing Division, 401 SW 4<sup>th</sup> Street, Deerfield Beach, FL 33441.

If you have any questions concerning this letter, please contact me at (954) 480-4380.

Sincerely,

Donna M. Council  
Purchasing Agent

YES, I hereby agree to a two (2) year extension of the bid.  
 NO, I am unable to provide a two (2) year extension of the bid.

Signature \_\_\_\_\_  
Name (print) Blair Novy

12/21/10  
Date

For: Door Systems of SF, Inc.

Mayor  
Peggy Noland

Vice Mayor  
Joseph P. Miller

Commissioners  
Bill Ganz  
Sylvia Poller  
Martha Popelsky

Interim City Manager  
Burgess Hanson



Deerfield Beach 2001  
Deerfield Beach 2003

Deerfield Beach 2004



**PURCHASE, INSTALLATION, SERVICE AND REPAIR OF OVERHEAD  
AND ROLL-UP DOORS AND GRILLS**

**BID #2006-07/23**

<b>Door Systems of South Florida, Inc.</b>	
Per Hour	1/2 hour on existing call
\$ 25.00	
<b>Service Call</b>	2 Hours
<b>Response Time</b>	
<b>Labor Rates during regular business hours (8:00am - 6:00pm)</b>	
Mechanic Labor	\$ 50.00 \$ 25.00
Helper	\$ 35.00 \$ 17.50
<b>Over-time Labor Rates after hours Monday - Saturday (6:01pm - 7:59am)</b>	
Mechanic Labor Overtime	\$ 75.00 \$ 37.50
Helper Labor Overtime	\$ 52.50 \$ 26.25