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# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Jason Mitchell  
Director, Public Works

**SUBJECT:** Resolution Awarding A Contract To  
R&S Overhead Garage Doors and  
Rolling Gates

**DATE:** November 8, 2019

City Administrator Approval

Date:

11/21/19

## RECOMMENDATION

Staff Recommends that the City Council Adopt a Resolution Awarding A Contract To R&S Overhead Garage Door, Inc., The Lowest Responsive and Responsible Bidder For Overhead Garage Doors And Rolling Gates Installation, Maintenance, And Repair Services For 148 Roll-up Doors And 37 Rolling Gates At 36 Locations In An Amount Not-To-Exceed \$375,000 Per Year for A Two-Year Term, November 1, 2019 to October 31, 2021; With Two (2) One-Year Options To Extend The Agreement In An Amount Not-To-Exceed \$375,000 Per Year, For A Total Not-To-Exceed Contract Amount of \$1,500,000 Over A Four-Year Term In Accord With Specification No. 19-910-00/RFP/Q 1155477 And Contractor's Bid Proposal.

## EXECUTIVE SUMMARY

Approval of the proposed resolution will allow the Public Works Facilities Division to continue ensuring that City owned facilities with overhead doors and rolling gates are operational and secure facilities.

## BACKGROUND / LEGISLATIVE HISTORY

The Public Works Facilities Services Division is responsible for repair and maintenance of all City of Oakland facilities. Currently, the City has 36 facilities with roll-up gates and doors. The amount of facilities in need of maintenance, and the expertise required, to install and maintain these doors and gates makes having a contractor necessary. Previously, the City of Oakland has used R&S Overhead Garage Door, Inc for this service.

## ANALYSIS AND POLICY ALTERNATIVES

The Oakland Public Works Department (OPW), Bureau of Maintenance and Internal Services (BMIS), Facilities Division must procure professional services for the installation, maintenance, and repair of 148 roll-up doors and 37 rolling gates at 36 City facilities.

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Public Works Committee  
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As such, the City of Oakland conducted a Request for Proposals/Quotations ("RFP/Q") process for installation, maintenance, and repair services for 148 roll-up doors and 37 rolling gates at 36 City facilities in August 2019 (RFP/Q 155477). Of the 148 roll-up doors, 77 of them are at fire stations where emergency response equipment is housed (See Table 1 below).

**Table 1**

#	Facility	Address	Rolling Gates	Roll Up Doors
1	5050 Coliseum	5050 Coliseum Way	2	23
2	81st Ave Library	1021 81st Ave	3	0
3	Animal Shelter	1101 29th Ave	2	2
4	City Hall	1 Frank H Ogawa Plaza	0	1
5	Dalziel Bldg	250 Frank H Ogawa Plaza	0	4
6	Eastmont Substation	2651 73rd Ave	4	3
7	Fire House 1	1605 MLK Way	1	6
8	Fire House 10	172 Santa Clara	0	1
9	Fire House 12	822 Alice St	1	2
10	Fire House 13	1225 Derby	0	3
11	Fire House 15	455 27th St	1	4
12	Fire House 16	3600 13th Ave	1	3
13	Fire House 17	3344 High St	1	2
14	Fire House 18	1700 50th Ave	1	4
15	Fire House 19	5776 Miles Rd	1	3
16	Fire House 2	47 Clay St	1	4
17	Fire House 20	1401 98th Ave	2	6
18	Fire House 21	13150 Skyline	0	3
19	Fire House 23	7100 Foothill	1	2
20	Fire House 24	2900 Shepard Canyon Rd	0	3
21	Fire House 25	2795 Butters Dr	0	2
22	Fire House 26	2660 98th Ave	1	4
23	Fire House 27	8501 Pardee Dr	1	3
24	Fire House 28	4615 Grass Valley Rd	0	2
25	Fire House 29	1016 Edgewater	1	4
26	Fire House 3	14th & Mandela	0	6
27	Fire House 4	1235 International	0	2
28	Fire House 5	934 34th St	2	2
29	Fire House 6	7080 Colton Blvd	0	2
30	Fire House 7	1007 Amito Dr	1	2
31	Fire House 8	463 51st St	1	2
32	Main Library	125 14th St	0	2
33	Municipal Services Center	7101 Edgewater	6	32

34	Police Admin Bldg	455 7th St	2	2
35	West Oakland Library	1801 Adeline St	0	1
36	Wilson Bldg	150 Frank H Ogawa Plaza	0	2

OPW recommends that the City Council award the contract to R&S Overhead Garage Door, Inc. as their bid proposal has been deemed fair and reasonable and the lowest responsive and responsible bidder.

On August 19, 2019 Specification No. 19-910-00/RFP/Q 1155477 to provide on-call overhead door and rolling gate installation and repair was sent to local (1) local business enterprises and three (9) non-local business enterprises, posted on the City's web page and advertised in the City's official newspaper in accordance with Oakland Municipal Code (OMC) 2.04.050.

On August 30, 2019, the City Clerk's Office received one (1) bid proposal for Specification No. 19-910-00/RFP/Q 1155477 to provide on-call overhead door and rolling gate installation and repair, from R&S Overhead Garage Door, Inc.

Staff recommends that the City Council adopt a resolution awarding a contract to R&S Overhead Garage Door, Inc, the lowest responsive and responsible bidder, to provide on-call overhead door and rolling gate installation and repair services in the amount not-to-exceed \$375,000 per year for a two one-year term, November 1, 2019 to October 31, 2021, with two (2) one-year options to extend the contract in an amount not-to-exceed \$375,000 per year for a total not-to-exceed contract amount of \$1,500,000 over a four year term in accord with Specification No. 19-910-00/RFP/Q 1155477 And Contractor's Bid Proposal.

#### **FISCAL IMPACT**

The contract will be for \$375,000.00 annually for an amount not to exceed \$1,500,000.00 over the four-year period from FY 2020-2023.

This contract will be funded from the FY 2019-2020 budget Facilities Services Fund 4400, Organization 30551-30559, Account Series 54600 and similar budget will be available through FY 2023.

#### **PUBLIC OUTREACH / INTEREST**

This item did not require any additional public outreach other than the required RFQ posting on the City's website and advertisement in the local newspaper.

#### **COORDINATION**

Office of the City Attorney and the Budget Bureau were consulted in preparation of this report.

**SUSTAINABLE OPPORTUNITIES**

***Economic:*** Implementation of the proposed contract for service will ensure continuous upkeep and safety to the City's facilities with roll-up doors and rolling gates.

***Environmental:*** The Facilities Services Division strives to maintain current industry standards to all City facilities. There are no negative impacts on the surrounding environments.

***Race & Equity:*** This contract will ensure that all City facilities containing roll-up doors and rolling gates have needed installation and maintenance.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That the City Council Awarding A Contract To R&S Overhead Garage Door, Inc., The Lowest Responsive And Responsible Bidder For Overhead Garage Doors And Rolling Gates Installation, Maintenance, And Repair Services For 148 Roll-up Doors And 37 Rolling Gates At 36 Locations in An Amount Not-To-Exceed \$375,000 Per Year for A Two-Year Term, November 1, 2019 to October 31, 2021; With Two (2) One-Year Options To Extend the Contract In An Amount Not-To-Exceed \$375,000 Per Year, For A Total Not-To-Exceed Contract Amount of \$1,500,000 Over A Four-Year Term In Accord With Specification No. 19-910-00/RFP/Q 1155477 And Contractor's Bid Proposal.

Sabrina B. Landreth, City Administrator

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For questions regarding this report, please contact DERIN MINOR, BUILDING SERVICES MANAGER, at 238-3998.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Mitchell', is written over a horizontal line.

JASON MITCHELL  
Director, Public Works

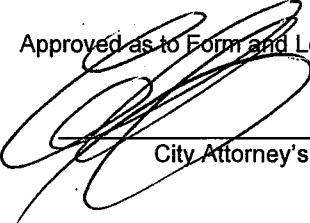
Reviewed by: Richard Battersby  
Public Works, Assistant Director

Prepared by: Derin Minor  
Building Services Manager  
OPW, BMIS, Facilities Services

Item: \_\_\_\_\_  
Public Works Committee  
December 3, 2019

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

Approved as to Form and Legality

  
City Attorney's Office

2018 NOV 21 PM 1:52

## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

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**RESOLUTION AWARDING A CONTRACT TO R&S OVERHEAD GARAGE DOOR, INC., THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR OVERHEAD GARAGE DOORS AND ROLLING GATES INSTALLATION, MAINTENANCE, AND REPAIR SERVICES FOR 148 ROLL-UP DOORS AND 37 ROLLING GATES AT 36 LOCATIONS IN AN AMOUNT NOT-TO-EXCEED \$375,000 PER YEAR FOR A TWO-YEAR TERM, NOVEMBER 1, 2019 TO OCTOBER 31, 2021; WITH TWO (2) ONE-YEAR OPTIONS TO EXTEND THE AGREEMENT, IN AN AMOUNT NOT-TO-EXCEED \$375,000 PER YEAR, FOR A TOTAL NOT-TO-EXCEED CONTRACT AMOUNT OF \$1,500,000 OVER A FOUR-YEAR TERM IN ACCORD WITH SPECIFICATION NO. 19-910-00/RFP/Q 1155477 AND CONTRACTOR'S BID PROPOSAL**

**WHEREAS**, the Oakland Public Works Department (OPW), Bureau of Maintenance and Internal Services (BMIS), Facilities Services Division maintains 148 roll-up doors and 37 rolling gates at 36 City facilities; and

**WHEREAS**, the City conducted a request for proposals/quotations (RFP/Q-155477, for Specification No. 19-910-00) to select the lowest responsive and responsible bidder and the most qualified contractor to provide professional installation, maintenance and repair services for roll-up doors and rolling gates at various City facilities; and

**WHEREAS**, the City received one quotation/proposal from R&S Overhead Garage Door, Inc., through the City's RFP/Q process,

**WHEREAS**, staff recommends that the City Council adopt a resolution awarding a contract with R&S Overhead Garage Door, Inc., the lowest responsive and responsible bidder, for overhead garage doors and rolling gates installation, maintenance, and repair services for 148 roll-up doors and 37 rolling gates at 36 locations in an amount not-to-exceed \$375,000 per year for a two-year term, November 1, 2019 to October 31, 2021; with two (2) one-year options to extend the contract in an amount not-to-exceed \$375,000 per year, for a total not-to-exceed contract amount of \$1,500,000 over a four-year term 2021, in accord with Specification No. 19-910-00/RFP/Q 1155477 And Contractor's bid proposal; and

**WHEREAS**, the City Council finds that the agreement with R&S Overhead Garage Door, Inc. are of a professional nature, in the public interest because of economy or better performance and shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and

**WHEREAS**, this contract must obtain a vote of two-thirds of the members of the Council; and

**WHEREAS**, the funds for this contract are budgeted in the FY 2019-2020 Facilities Services Fund (4400); now, therefore, be it

**RESOLVED:** That the Council hereby awards a contract to R&S Overhead Garage Door, Inc., the lowest responsive and responsible bidder, for overhead garage doors and rolling gates installation, maintenance, and repair services for 148 roll-up doors and 37 rolling gates at 36 locations in an amount not-to-exceed \$375,000 per year for a two-year term, November 1, 2019 to October 31, 2021, in accord with Specification No. 19-910-00/RFP/Q 1155477 And Contractor's bid proposal; and be it

**FURTHER RESOLVED:** That the City Administrator or designee is hereby authorized to exercise in her sole discretion, two (2) one-year options to extend the contract in an amount not-to-exceed \$375,000 per year, for a total not-to-exceed contract amount of \$1,500,000 over a four-year term; and be it

**FURTHER RESOLVED:** That the City Administrator or designee is hereby authorized to extend the contract with R&S Overhead Garage Door, Inc. on a month-to-month basis after the initial extension options are exhausted while a process for a new contract is completed; and be it

**FURTHER RESOLVED:** That the contract and amendments authorized hereunder shall be reviewed and approved by the City Attorney for form and legality and shall be placed on file in the office of the City Clerk

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND  
PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST:

\_\_\_\_\_  
LATONDA SIMMONS  
City Clerk and Clerk of the Council of the  
City of Oakland, California