



## Legislation Text

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File #: 23-231, Version: 1

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**STRATEGIC PRIORITY:** Government Performance & Financial Management  
**AGENDA DATE:** February 8, 2023  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Jack Ireland

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### **SUBJECT**

Authorize **(1)** a three-year service price agreement for door hardware, key blanks, and locksmith services for all City facilities - Joe East Enterprises, Inc. dba A-1 Locksmith in the estimated amount of \$618,931.25; and **(2)** a three-year master agreement for the purchase of door hardware and key blanks for all City facilities - Independent Hardware, Inc. in the estimated amount of \$201,909.74, lowest responsible bidders of two - Total estimated amount of \$820,840.99 - Financing: General Fund (\$433,190.53), Dallas Water Utilities Fund (\$267,000.00), and Aviation Fund (\$120,650.46) (subject to annual appropriations)

### **BACKGROUND**

This action does not encumber funds; the purpose of a master agreement/service price agreement is to establish firm pricing for services and goods for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

The service price agreement will provide for door hardware, key blanks, and locksmith services managed by the Building Services Department for all City facilities. These agreements include services covered, but are not limited to:

- An experienced team of locksmiths on call 24 hours a day, 7 days per week including nights, weekends, and holidays
- Installation, repairs, rebuilding, unlocking, and combination changing of various manufacturers of safe locks, locksets, and hardware to factory standards
- Provide door hardware, exit devices, key blanks, automotive re-key, panic bar devices, door closers, automatic door closers, electric latch strikes, interchangeable core systems, mortise, and rim cylinder lock devices, and key duplication

The master agreement will provide the City the ability to purchase duplicate keys, locks, lock parts, safes, and safe parts.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The calculated living wage during the solicitation process of this contract is \$15.21; the selected vendor meets this requirement.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On September 13, 2017, City Council authorized a three-year master agreement for door hardware, exit devices, and vehicle key blanks for various City departments with Independent Hardware, Inc. and Hans Johnsen Company by Resolution No. 17-1398.

### **FISCAL INFORMATION**

Fund	FY 2023	FY 2024	Future Years
General Fund	\$116,419.36	\$166,419.36	\$150,351.81
Dallas Water Utilities Fund	\$ 89,000.00	\$ 89,000.00	\$ 89,000.00
Aviation Fund	\$ 33,650.46	\$ 43,500.00	\$ 43,500.00
Total	\$239,069.82	\$298,919.36	\$282,851.81

### **M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$820,840.99	Other Services	N/A
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
N/A	N/A	N/A
• This item is Other Services which does not have an availability and disparity participation goal.		
• Joe East Enterprises, Inc. dba A-1 Locksmith - Local; Workforce - 15.78% Local • Independent Hardware, Inc. - Non-Local; Workforce - 0.00%		

## **PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"><li>• Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements</li><li>• Negotiations are not allowed</li></ul>
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The Office of Procurement Services received the following bids from solicitation number BJ22-00013276. We opened them on March 4, 2022. We recommend the City Council award these agreements to the lowest responsive and responsible bidders by group. Information related to this solicitation is available upon request.

\*Denotes successful bidders

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
*Joe East Enterprises, Inc. dba A-1 Locksmith	3414 Midcourt Road Suite 108 Carrollton, TX 75006	Multiple groups
*Independent Hardware, Inc.	14 South Front Street Philadelphia, PA 19106	Multiple groups

## **OWNERS**

### **Joe East Enterprises, Inc. dba A-1 Locksmith**

Nicole Sponsler, Senior Director of Operations

### **Independent Hardware, Inc.**

Frank Stanco, President