



# OPERATIONS COMMITTEE

Administration Building  
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## Agenda Report

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**File #:** 2023-2696

**Agenda Date:** 2/1/2023

**Agenda Item No:** 8.

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**FROM:** James D. Herberg, General Manager  
Originator: Riaz Moinuddin, Director of Operations & Maintenance

**SUBJECT:**

**ROLL UP, SLIDE AND FIRE DOOR MAINTENANCE, AND DROP TESTING, SPECIFICATION NO. S-2022-1368BD**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION:

- A. Approve a Purchase Order Contract with Excel Door & Gate Company for Roll Up, Slide and Fire Door Maintenance, and Drop Testing, Specification No. S-2022-1368BD, in the amount of \$124,000 and an additional \$50,000 for parts associated with corrective maintenance, for a total annual amount not to exceed \$174,000, beginning March 1, 2023, through February 29, 2024, with four (4) one-year renewal options; and,
- B. Approve an annual contingency of \$17,400 (10%).

**BACKGROUND**

The Orange County Sanitation District (OC San) has a recurring need for outside specialty service vendors to perform preventive and corrective maintenance on fire doors, roll-up doors, slide doors, dock levelers, hatches, and passage doors. The proper operation of these systems is required to provide safe and secure access to OC San facilities.

**RELEVANT STANDARDS**

- Maintain a proactive asset management program
- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard
- Provide a safe and collegial workplace

**PROBLEM**

There are numerous fire doors, roll-up doors, slide doors, dock levelers, hatches, and passage doors within OC San facilities that require regular preventative and corrective maintenance services to secure buildings and maintain safe and efficient workspaces.

**PROPOSED SOLUTION**

Staff recommends approving a Purchase Order Contract for Roll Up, Slide and Fire Door Maintenance, and Drop Testing per Specification No. S-2022-1368BD to Excel Door & Gate Company, the lowest responsive and responsible bidder.

**TIMING CONCERNS**

The current contract for roll-up doors, slide doors, fire doors, dock levelers, hatches, and passage doors expires on January 31, 2023.

**RAMIFICATIONS OF NOT TAKING ACTION**

The maintenance and repair services for door systems is necessary to ensure safety and security of OC San facilities.

**PRIOR COMMITTEE/BOARD ACTIONS**

N/A

**ADDITIONAL INFORMATION**

OC San advertised a notice inviting bid on September 23, 2022, via PlanetBids. The three bids in the table below were received and evaluated in accordance with OC San's policies and procedures. All three bids were found to be responsive and responsible.

<b>Bidder</b>	<b>Amount of Bid</b>
Excel Door & Gate Company	\$124,000.00
McKinley Equipment	\$174,690.00
South Coast Industrial Door, Inc.	\$276,747.50

The recommendation includes an additional \$50,000 allowance for parts necessary to complete identified corrective repairs.

**CEQA**

N/A

**FINANCIAL CONSIDERATIONS**

This request complies with authority levels of OC San's Purchasing Ordinance. This recommendation would be funded under the Repairs and Maintenance line item for Division 880, Plant No. 2 Maintenance (Adopted Budget, FY 2022-23 & 2023-24, Section 6, Page 96), and the available funding is sufficient for this action.

**ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

N/A