



TITLE: Consider/Discuss/Act on a Resolution Awarding a Contract to Concord Commercial Services for Professional Handy Man Services

MEETING DATE: August 21, 2012

DEPARTMENT: Building Operations

CONTACT: Hal Cranor, Executive Director of Public Works

RECOMMENDED CITY COUNCIL ACTION:

- Approval of the attached Resolution.

ITEM SUMMARY:

- Professional Handy Man Services contract shall supplement Facilities Maintenance staff on sheet rock, drop ceilings, minor flooring repairs/installs, light carpentry, light masonry, door installation/repairs and other tasks as needed on projects under \$24,999.
- Bid opening of 12-16SC was held on April 26, 2012.
- Invitation to bid was advertised and specifications were made available via the internet.
- Total of five (5) bids were received.
- Recommended as best value bid is Concord Commercial Services of Balch Springs, Texas.

BACKGROUND INFORMATION:

- Contract shall commence on date of award and continue for a one (1) year period with two (2) one year renewal options.

FINANCIAL SUMMARY:

- Funds will be encumbered as needed for the projects that may arise during this contract period.

BOARD OR COMMISSION RECOMMENDATION:

- N/A