

# Memorandum



**Date:** December 1, 2011

**To:** Honorable Carlos A. Gimenez  
Mayor

**From:** Lester Sola  
Director  
Internal Services Department

**Subject:** Recommendation for Approval to Award: Furnish and Install Auto Glass, Electric and Manual Window Regulators

## RECOMMENDATION

It is recommended that the County Mayor approve award of this contract for purchase and installation of automotive glass and automotive window regulators for various County departments.

**CONTRACT NUMBER:** 5515-3/15

**CONTRACT TITLE:** Furnish and Install Auto Glass, Electric and Manual Window Regulators

**TERM:** One year with three, one-year options-to-renew

**APPROVAL TO ADVERTISE:** October 20, 2011

**METHOD OF AWARD:** To the responsive and responsible bidder(s) offering the lowest aggregate price.

**PREVIOUS CONTRACT AMOUNT:** \$272,875 for one year

**CONTRACT AMOUNT:** \$120,000  
\*If the County chooses to exercise the three, one-year options-to-renew, the total contract value will be \$480,000.

## BACKGROUND

This contract is for purchase and installation of automotive glass and automotive electric and manual window regulators for various County departments. Repairs to items such as window motors and regulators may also be purchased under this contract. The proposed allocations are based on improved pricing and a reduction in estimated needs compared to the previous contract.

## USING/MANAGING AGENCIES AND FUNDING SOURCES:

Department	Allocation	Funding Source	Contract Manager
Aviation	\$ 4,000	Proprietary Funds	Neivy Garcia

Honorable Carlos A. Gimenez

Recommendation for Approval to Award: Furnish and Install Auto Glass, Electric and Manual Window Regulators

Page 2

Fire Rescue	\$ 4,000	Fire District Funds	Annette Vasquez
Internal Services	\$ 98,000	Internal Service Funds	Martin Dareff
Parks, Recreation and Open Spaces	\$ 1,000	General Fund	Maria Quinoa
Port of Miami	\$ 1,000	Proprietary Funds	Philip Rose
Public Works and Waste Management	\$ 2,000	Proprietary Funds	Olga Espinosa-Anderson
Water and Sewer	\$ 10,000	Proprietary Funds	Gregory Hicks
<b>Total</b>	<b>\$ 120,000</b>		

**PROCUREMENT**

**CONTRACTING OFFICER:** Martha Garofolo

**VENDOR(S) RECOMMENDED FOR AWARD:**

Awardee(s)	Address	Principal	Award
Gator Auto Glass of South Florida Inc. (Local Vendor)	7959 West 28 Ave Hialeah, Florida 33016	Jorge Ariel Lopez	Primary vendor
Affordable Auto Truck Glass, Inc. (Local Vendor)	6755 Parkinsonia Dr. Miami Lakes, Florida 33014	Susan Morin	Secondary vendor

**PERFORMANCE DATA:** There are no performance issues with the recommended firm(s).

**COMPLIANCE DATA:** There are no compliance issues with the recommended firm(s).

**VENDOR(S) NOT RECOMMENDED FOR AWARD:**

Proposer(s)	Reason for Not Recommending
Plaza Auto Glass, Inc. (Local Vendor)	Discounts offered are lower than the primary and secondary recommended awardees.
Usa Auto Glass, Inc (Local Vendor)	Discounts offered are lower than the primary and secondary recommended awardees.

**REVIEW COMMITTEE DATE:** September 15, 2011

**CONTRACT MEASURES:** The Small Business Enterprise (SBE) Bid Preference was applied in accordance with the Ordinance.

Honorable Carlos A. Gimenez

Recommendation for Approval to Award: Furnish and Install Auto Glass, Electric and Manual Window Regulators

Page 3

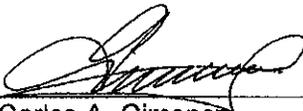
**LIVING WAGE:** The services being provided are not covered under the Living Wage Ordinance.

**USER ACCESS PROGRAM:** The User Access Program provision will apply. The 2% program discount will be collected on all purchases.

**LOCAL PREFERENCE:** The Local Preference was applied in accordance with the Ordinance.

**ESTIMATED CONTRACT COMMENCEMENT DATE:** Upon approval by the County Mayor

Approved



Carlos A. Gimenez  
Mayor

12/3/11  
Date

c: Miriam Singer, CPPO, Assistant Director, Internal Services Department