



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** November 9, 2020  
**SUBJECT:** Authorize the City Manager to execute non-exclusive contracts with DFW Double D Contracting LLC, and Mart Inc., to perform city-wide general contractor services for various city departments in accordance with RFP 20-022 in the collective amount not to exceed \$231,200 annually.  
**PRESENTER:** Chris Amarante, Director of Facilities & Construction

### **SUMMARY:**

This item serves to award non-exclusive contracts to DFW Double D Contracting LLC, and Mart Inc., for RFP 20-022 General Contractor Services for general contracting services for various city departments in the collective amount not to exceed \$231,200 annually.

### **GENERAL DESCRIPTION:**

Each budget year, Council appropriates funds for small renovation and repair projects. These projects include all facets of trades, such as flooring, carpentry, painting, fencing, etc. Occasionally these projects exceed resources for city staff. In these cases, staff typically solicits a general contractor to perform work. All city departments can utilize the contracts but the main departments are generally Facilities & Construction, Parks & Recreation, Police, Fire, and Public Works.

The city requested proposals for general contracting services on an annual and as needed basis. All buildings, as well as leased spaces and outdoor property operated by the City of North Richland Hills, will be covered under the annual contracts.

Competitive sealed proposals were received from five general contractors on September 15, 2020. The request for proposals incorporated published selection criteria to include the cost of base and alternate proposals, percentage mark-up along with project experience, quality of references, and financial stability. The selection criteria allowed staff to select the contractors who submitted the proposals that offered the best value to the city. The following is a list of contractors who submitted proposals for evaluation:

- Dallas Harmony Construction, LLC.
- DFW Double D Contracting LLC.
- JM Construction Solutions
- Mart Inc.
- SDB Inc.



A selection committee was appointed to evaluate the responses to determine which sealed competitive proposal represented the best value for the city. The committee included staff from Facilities & Construction, Parks & Recreation, Public Works Operations, City Manager’s Office, Police Department, Finance, and Purchasing.

After the evaluation of the proposals received, DFW Double D Contracting LLC and Mart Inc. were selected as the vendors that provided the best value to the city. DFW Double D Contracting LLC and Mart Inc. have served as general contractors under previous agreements with the city and are considered to be competent contractors.

The collective expenditures of \$231,200 annually that have been approved in the 2020/2021 budget have been estimated as follows per department:

Department	Estimated Amt (Approved in 20-21 Budget)
Parks & Recreation	\$74,200
Facilities & Construction	\$157,000

This item is to award two non-exclusive one-year contracts, with four additional options to renew for one-year each. Provided that funds are appropriated in the city’s annual budget for the initial terms and the remaining renewal years, and the terms and conditions of the contracts do not change, the remaining renewals will not require additional City Council approval.

**RECOMMENDATION:**

Authorize the City Manager to execute non-exclusive contracts with DFW Double D Contracting LLC., and Mart Inc., to perform city-wide general contractor services for various departments in accordance with RFP 20-022 in the collective amount not to exceed \$231,200 annually.