Authorize the second of three one-year renewal options for a one-year service price agreement for commercial interior and exterior window/door glass repair and replacement services for County Buildings, IFB No. 2018-018-6711, with Epic Glass and Building Services - Estimated amount - $265,322.00

Briefing Date: Jun 2 2020
Funding Source: Funding 120
Originating Department: Purchasing
Prepared by: James Gay,
Recommended by: Michael Frosch, Director of Purchasing

BACKGROUND INFORMATION:
This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, 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 the agreement.

The Facilities Administration Department utilizes this service price agreement for the replacement, repair, and upgrade of commercial glass for over sixty Dallas County buildings. This service price agreement provides 24-hour emergency board-up service, and specialty glass installation for all County facilities. Glass replacement is required when glass is damaged by accidents, vandalism, weather or deterioration. Additionally, this agreement is used in detention facilities to install industry standard 1/4" polyurethane plexiglas to prevent glass breakage.

Prior Action
On May 21, 2019 Commissioners Court authorized the first of three (3) renewal options for one-year service price agreement by Court Order 2019-0547.

On June 19, 2018 Commissioners Court authorized an annual contract for an initial one-year period June 19, 2018 through June 18, 2019 with three (3) one-year renewal options by Court Order 2018-0741.

OPERATIONAL IMPACT:
N/A

FINANCIAL IMPACT:
Fiscal year total for 2019 - $245,765.29 subject to annual appropriations
LEGAL IMPACT:
N/A

PROJECT SCHEDULE:
This service price agreement is a firm fixed agreement beginning 6/19/20 through 6/18/21. There is one renewal option remaining for this service price agreement.

SBE PARTICIPATION:
The original contract was approved with 0% SBE participation. Epic Glass did not provide any documentation demonstrating their efforts to achieve the aspirational goal during the contract extension.

ADMINISTRATIVE PLAN COMPLIANCE:
The authorization of this renewal option supports Vision 1 of the Administration Plan, Dallas County is operationally a model governmental entity. This renewal option will allow the Dallas County Facilities Department to continue to provide glass replacement and repair services to over sixty County buildings.

RECOMMENDATION:
Authorize the second of three one-year renewal options for a one-year service price agreement for commercial interior and exterior window/door glass repair and replacement services for County Buildings, IFB No. 2018-018-6711, with Epic Glass and Building Services - Estimated amount - $265,322.00

MOTION:
On a motion made by TBD, and seconded by TBD, the following order will be voted on by the Commissioners Court of Dallas County, State of Texas:

Be it resolved and ordered that the Dallas County Commissioners Court does hereby Authorize the second of three one-year renewal options for a one-year service price agreement for commercial interior and exterior window/door glass repair and replacement services for County Buildings, IFB No. 2018-018-6711, with Epic Glass and Building Services - Estimated amount - $265,322.00

CONTRACT DETAILS:

<table>
<thead>
<tr>
<th>Contract Title:</th>
<th>IFB Commercial Interior and Exterior Window/Door Glass Repair and Replacement Services at County Building</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description:</td>
<td>Glass Repair and Replacement</td>
</tr>
<tr>
<td>Transaction Type:</td>
<td>New</td>
</tr>
<tr>
<td>Contract Number:</td>
<td>2018-018-6711</td>
</tr>
<tr>
<td>Total Cost:</td>
<td>$265,322.00</td>
</tr>
<tr>
<td>Start Date:</td>
<td>June 19, 2020</td>
</tr>
<tr>
<td>Expiration Date:</td>
<td>June 18, 2021</td>
</tr>
<tr>
<td>Vendor:</td>
<td>Epic Glass and Building Services</td>
</tr>
</tbody>
</table>

ATTACHMENTS:
Department notice
Epic renewalNo.2 2019-0547
February 25, 2020

TO: Greg Gray, Facilities
    Ella Daniels, Facilities

FROM: Laura Ortiz, Purchasing

SUBJECT: IFB No. No. 2018-018-6711 – Commercial interior and exterior window/door glass repair and replacement services – Second Renewal Option

The aforementioned contract awarded to Epic Glass and Building Services is due to expire on June 18, 2020. This is the second renewal option on this contract, your department has three options: (Please initial one only and sign below).

Option 1: [ ] Exercise the renewal option for a twelve (12) month period based on existing terms and conditions, no changes are required or allowed to the master contract. Services currently performed by the Contractor are in compliance with contract requirements.

Option 2: [ ] Re-bid this contract. If your department choses to re-bid the contract, please update any required revisions to the specifications, terms, conditions, and requirements.

Option 3: [ ] The services and/or goods stated in this master contract are no longer required by this department. Please cancel all future solicitation requests relating to this contract.

Please sign and return this form with all comments and/or revisions (if any) to the Purchasing Department, fax number 214-653-7449, Attn: Laura Ortiz, no later than February 28, 2020. Should you have any questions, please contact me at 214-653-5639.

Your cooperation is greatly appreciated.

Laura Ortiz, Buyer
Dallas County Purchasing Dept.
Founders Square
900 Jackson Street Ste. 680
Dallas, TX 75202
O: 214.653.7431 | F: 214.653.7449
laura.ortiz@dallascounty.org

Rev. 1
3.11.19
Dept. Contract Extend/ Rebidd/Cancel
Note: If your department chooses to extend, how would you rate vendor performance for the requested services and/or products over the past twelve (12) months? (This survey information is required for each contract per Commissioner's Court).

**Epic Glass and Building Services**

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>RATING</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Was the service provided compliant with the contractual terms, conditions, and pricing?</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>2. Was the product or service delivered in a timely manner?</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>3. How would you rate each vendor's quality of work performed?</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>4. Was the vendor responsive to Dallas County questions, inquiries, or problems?</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>5. How would you rate each vendor's overall quality of work performed?</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>6. Have you had any problems or issues with the current vendor? If yes, please state the problem or issue.</td>
<td>4 YES</td>
<td>3 NO</td>
</tr>
</tbody>
</table>

Please elaborate on any areas of concern or indicate improvements that may be required.

**Response:**

*Response time*

---

**Contract Manager Authorized Signature:**

**Ellen Daniels**

**Date:**

*01/24/2020*

**Printed Name:**

*Ellen Daniels*

**Attachment:** Only if necessary.

**CC:** IFB No. No. 2018-018-6711 – Commercial interior and exterior window/door glass repair and replacement services – Second Renewal Option
April 27, 2020

Epic Glass & Building Services, Inc.
Attn.: Ms. Laura Fluker
laura@epic-tx.com

RE: IFB No. 2018-018-6711 Commercial Interior and Exterior Window/Door Glass Repair and Replacement Services at County Buildings – Extension No. 2

Dear Ms. Laura Fluker,

The aforementioned contract between Dallas County and Epic Glass and Building Services, Inc. will expire on June 17, 2020. The Dallas County Purchasing Department would like to exercise the extension option of this contract for an additional twelve (12) month period to include terms and conditions set forth in the original contract award.

If you are interested in extending the current contract, please complete the form below and return it no later than Wednesday, April 28, 2020. If you desire to extend this contract we will also need an updated EEO1 form, insurance certificate, 2270 form and 1295 Form. (Forms are attached)

Please check one:

Yes □ I agree to extend the contract with Dallas County at the original terms and agreements of aforementioned contract for a twelve (12) month period (June 18, 2020 through June 17, 2021)

No _____ I cannot extend the contract beyond June 18, 2020.

Signed by: [Signature]

Company Name: Epic Glass & Building Services, Inc.

Email: laura@epic-tx.com

Should you have any questions, please feel free to contact my office.

Sincere regards,

James Gay
Buyer
Dallas County Purchasing Department
Ph#214-653-7434
TEXAS GOVERNMENT CODE CHAPTER 2270 VERIFICATION FORM

I, ___________________ (Person name), the undersigned representative of (Company or Business name) ____________________________, (hereafter referred to as "company") being an adult over the age of eighteen (18) years of age, do hereby depose and verify under oath that the company named above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and

2. Will not boycott Israel during the term of the contract between company and Dallas County, Texas.

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and

2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

__________________________
Signature

__________________________
Title

__________________________
Printed Name

4-28-2020

Date

AFFIX NOTARY STAMP I SEAL ABOVE

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

__________________________
Signature of authorized agent of contracting business entity

__________________________
Signature of officer administering oath

__________________________
Printed name of officer administering oath

__________________________
Title of officer administering oath

Sworn to and subscribed before me, by the said Leslie Fluker, tills the 29th day of April, 2020, to certify which, witness my hand and seal of office.
CERTIFICATE OF INTERESTED PARTIES

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
   Epic Glass & Building Services, Inc.
   Terrell, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
   Dallas County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
   2018-018-6711
   Commercial Interior and Exterior Window/Door Glass Repair and Replacement Services at County Buildings

<table>
<thead>
<tr>
<th>Name of Interested Party</th>
<th>City, State, Country (place of business)</th>
<th>Nature of interest (check applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fluker, Leslie</td>
<td>Kaufman, TX United States</td>
<td>X</td>
</tr>
<tr>
<td>Adcock, Michael</td>
<td>Forney, TX United States</td>
<td></td>
</tr>
</tbody>
</table>

4 Check only if there is NO Interested Party. [ ]

6 UNSWORN DECLARATION

My name is Leslie Fluker and my date of birth is 02/27/1963.

My address is 10312 FM 1836, Kaufman, TX 75142, USA

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Kaufman County, State of Texas, on the 28th day of April, 2020.

Signature of authorized agent of contracting business entity (Declarant)

Forms provided by Texas Ethics Commission www.ethics.state.tx.us Version V1.1.3a6aaf7d
COURT ORDER
2019-0547

IFB No.2018-018-6711 IFB for Commercial Interior and Exterior Window/Door Glass Repair and Replacement Services at County Buildings - Extension No. 1

On a motion made by Commissioner J.J. Koch, District 2, and seconded by Commissioner Dr. Theresa M. Daniel, District 1, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: 5/21/2019
FUNDING SOURCE: Funding will be from the department's general fund

Be it resolved and ordered that the Dallas County Commissioners Court does hereby authorize the first twelve (12) month extension of IFB 2018-018-6711 for Commercial Interior and exterior Window/Door Glass Repair and Replacement Services at County Buildings to Epic Glass and Building Services the period of June 19, 2019 through June 18, 2020, and authorizes all county documents/payments to reflect accordingly.

Done in open court May 21, 2019, by the following vote:

IN FAVOR: Honorable Clay Lewis Jenkins, County Judge
Commissioner Dr. Theresa M. Daniel, District 1
Commissioner J.J. Koch, District 2
Commissioner John Wiley Price, District 3
Commissioner Dr. Elba Garcia, District 4

OPPOSED: None
ABSTAINED: None
ABSENT: None

Recommended by: Charles Price
Originating Department: Purchasing
COURT ORDER
2018-0741

IFB No. 2018-018-6711 for Commercial Interior and Exterior Window / Door Glass Repair and Replacement Services at County Buildings - Award

On a motion made by Commissioner Mike Cantrell, District 2, and seconded by Commissioner Dr. Elba Garcia, District 4, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: 6/19/2018
FUNDING SOURCE: Funding to be provided from Fund 126

Be it resolved and ordered that the Dallas County Commissioners Court does hereby authorize the award of IFB No. 2018-018-6711 for Interior and Exterior Window / Door Glass Repair and Replacement Services at County Buildings, in the amount of $108,871, to Epic Glass and Building Services, and further authorizes all county documents/payments to reflect accordingly.

Done in open court June 19, 2018, by the following vote:

IN FAVOR: Honorable Clay Lewis Jenkins, County Judge
Commissioner Dr. Theresa M. Daniel, District 1
Commissioner Mike Cantrell, District 2
Commissioner John Wiley Price, District 3
Commissioner Dr. Elba Garcia, District 4

OPPOSED: None

ABSTAINED: None

ABSENT: None

Recommended by: Charles Price
Originating Department: Purchasing