

ORIGINAL

CITY OF SMYRNA
PURCHASING DEPARTMENT
2800 KING STREET
SMYRNA, GEORGIA 30080
678-631-5406

TO: Brian Marcos – Fire Chief/EMA Director, Smyrna Fire Department
Dustin Davey – Deputy Chief, Administrative Services

FROM: Kelly Brown, Purchasing Manager

DATE: June 26, 2024

SUBJECT: Recommendation – RFP 24-033 Replacement of Smyrna Fire Department Bay Doors for Station 1

The City of Smyrna requested proposals from qualified firms to replace three (3) existing roll-up sectional bay doors with three (3) four-fold bay doors in the front and rear of the Smyrna Fire Department Station 1 located at 2620 Atlanta Road, Smyrna, GA 30080. Two (2) proposals were received on Friday, June 7, 2024. After review of the proposals by Fire and Purchasing, we recommend award to the low bidder, Metro Garage Doors.

Firm	Total Cost for Complete Project:	Anticipated Project Length:
Metro Garage Doors (Douglasville, GA)	\$294,084.00	Manufacturing: 10-12 weeks Install: 2 weeks
Top Notch Dock & Door (Oakwood, GA)	\$334,760.00	112 calendar days

It is the recommendation of Fire and Purchasing to award this project to Metro Garage Doors in the amount of \$294,084.00. Please prepare any necessary paperwork to present to the Mayor and Council for approval.

SCANNED

BY: _____ Date: _____

Metro Garage Doors
12871 Veterans Memorial Hwy.
Douglasville, GA 30134

APPROVED

Per the City of Smyrna
Mayor and Council
Official Meeting Minutes

Date: _____

ACCEPTED:



Derek Norton, Mayor

Date

ATTEST:

Cynthia H. Peacock-Corn

City Clerk

CITY OF SMYRNA
BID AUTHORITY FORM

The below listed items are approved in the budget for the Department.

Account Information

Org Object Project

Org, Object & Project are conventions used in the new Tyler MUNIS software system. Org relates to the department. Object relates to the expense account. A project number is required for CIP or SPLOST projects.

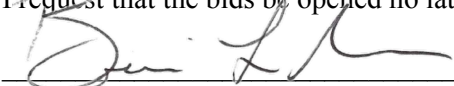
Amount Budgeted Anticipated Cost

Please authorize the Purchasing Division to issue ☐ Request for Quotation ☐ Request for Proposal for the below listed item(s): **Explain in detail sufficient for an outside auditor to understand.**

Provide (3) Door Engineering 12x14 FF300 (window layout 6) four-fold doors. Final color selection is TBD and will come from manufacturers standard RAL color chart. Project involves: Removing current (3) Roll-up Sectional Bay doors and all associated hardware, evaluating removed equipment for serviceability in other roll-up door locations & disposal of remaining equipment, installing (3) Door Engineering FF300 doors. Shall provide all necessary equipment and material required to remove, dispose, and install (3) Four-Fold doors. Customer is responsible for verifying existing capabilities of

Bids must be out for a minimum of 15 days. Opening date will be approximately 20 days after the below authorization by the City Administrator.

I request that the bids be opened no later than:



Department Head 4/30/2024
Date

- I verify that:
- a) ☐ the above listed items are budgeted for the Department indicated and that the funds are available for this expenditure.
 - b) ☐ the above listed items are budgeted for the Department indicated, however, the funds are not available at this time. Funds should be available by _____.
 - c) ☐ the above listed items are not budgeted for the Department indicated.
 - d) ☐ the above listed project is budgeted in the CIP fund.
 - e) ☐ the above listed project is budgeted and approved as a CDBG project.

Finance Director _____
Date

☐ Authorization to bid is approved for the above items. (Forward to Purchasing)
☐ Authorization to bid is denied for the above items. (Return to Department)

City Administrator _____
Date

Bid Number Assigned _____
Received Date _____
Opening Date

Purchasing Manager