



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 03/18/2025

PRESENTER: Ray Cerda, Director of Parks, Arts and Recreation

TITLE: Annual contract with Assembly Unlimited, Inc. for fitness equipment repairs and maintenance. The contract will be for one year in an amount not to exceed \$36,976 with the option to renew for four additional one-year periods for a total amount not to exceed \$184,880 if all extensions are exercised

REVIEWING COMMITTEE: (Reviewed by the Finance and Government Committee on 03/04/2025)

SUMMARY:

<u>Vendor Name</u>	<u>Annual Cost</u>	<u>Total Cost</u>
Assembly Unlimited, Inc	\$36,976	\$184,880

PURPOSE OF REQUEST:

The vendor will provide fitness equipment repairs and maintenance services to three community centers, CVE, PSB, 10 Fire Stations, CrossFit Gym, Summit and the EPIC Recreation Center. This includes 499 total pieces of equipment to be serviced with quarterly maintenance on each piece of equipment, replacement parts at a discount and labor for repairs.

Bid #25065 received four responses, and it was determined by a best value bid evaluation that Assembly Unlimited, Inc was the best choice based on the evaluation criteria built in the statement of work. Bid invitations were sent to 55 vendors which included 12 HUB vendors

PROCUREMENT DETAILS:

Procurement Method: ☒ RFB/RFP

Number of Responses: 4 RFP/RFB #: 25065

Selection Details: ☐ Low Bid ☒ Best Value

FINANCIAL CONSIDERATION:

Budgeted?	<input checked="" type="checkbox"/>	Fund Name: Parks Fund Name: General	313211 – 63080 351810 – 61485 351710 – 61277 312310 – 63040 312210 – 61485 213010 – 61275 291210 – 63075 281310 – 63070
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ATTACHMENTS / SUPPORTING DOCUMENTS:

1- Bid Tabulation and Evaluation Card