

AGENDA ITEM REPORT

DATE: August 19, 2025
DEPARTMENT: Facilities Construction & Management
REQUESTER: Ehab Guirguis
TITLE: Award Contract for Fire Door Inspection, Repair and Installation Services

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B250166WCD, Fire Door Inspection, Repair, and Installation, to Cook & Boardman, LLC dba Pinnacle Door & Hardware (primarily), Advanced Fire Door Services (secondary), and LSS Life Safety Services, LLC (tertiary) for fire door inspection, repair, and installation services, on an as-needed basis, for an initial term of three years, as approved in the departments' annual adopted budget. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contract(s), for up to two additional years and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Awards contracts for fire door inspection, repair, and installation services for County facilities to three vendors:

- 1. Cook & Boardman, LLC dba Pinnacle Door & Hardware, (Primarily)
- 2. Advanced Fire Door Services, (Secondary) and
- 3. LLS Life Safety Services, LLC, (Tertiary)

The contract terms are for an initial period of three years with renewal options for up to two additional years.

The National Fire Protection Association requires all fire doors and protective openings to be inspected yearly. Inspection and maintenance of fire doors and protective openings is critical to the countywide life safety program. Expenditures will be on an as-needed basis, as approved in departments' adopted budgets. This project is funded through various county funds.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Facilities Construction and Management submitted a Request to Initiate an Invitation to Bid Solicitation for the annual services for Countywide Fire Door Inspection, Repair and Installation Services. On May 29, 2025, at the time of opening, Procurement received four (4) proposals from Cook & Boardman, LLC dba Pinnacle Door & Hardware, Advanced Fire Door Services, LLS Life Safety Services, LLC, and Property Renovation and Construction. Due diligence was performed to determine the vendors were responsible. After due diligence, the vendors were deemed responsive and responsible. The vendors' information was sent to Facilities Construction and Management, and award was recommended. Procurement Management drafted contracts for Cook & Boardman, LLC, dba Pinnacle Door & Hardware (Primary Vendor); Advanced Fire Door Services (Secondary Vendor); and LLS Life Safety Services, LLC (Tertiary Vendor).

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	Yes
Fund:	Various
Comments:	Expenditures will be on an as-needed basis, as approved in departments' adopted budgets.

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Mandatory – National Fire Protection Association and Florida Fire Code

Will this item impact future budgets? No

Program: Major Maintenance and Operating Programs
Project: National Fire Protection Association and Florida Fire Code
Account Strings: 40886200100, 40886214800 and Various Operating Accounts
Fund Type? General Fund and other County Funds

V. RECOMMENDATION

Approve

ATTACHMENTS:

Executed Pinnacle Agreement, Executed Advanced Agreement, Executed LSS Life Safety Agreement, Bid Tabulation, Price Verification

REVIEWERS:

Melanie Harvey, Facilities Construction & Management
Mary Tucker, Procurement
Ehab Guirguis, Facilities Construction & Management
Anne Henkel, Budget Services
Angela Guttery, Budget Services
Peter Winton, County Manager
Amanda Swindle, County Attorney
Robert Codie, County Manager

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