

July 19, 2023

Procurement Agent: William M. Parker II

Requisition Numbers: 1016758, 1016683, 1011561

Vendor Name: Rabern-Nash

Invoice/Purchase Amount: \$60,285.00

Emergency Request Recommendation – Judicial Tower basement and 4th Floor carpet replacement

On July 17, 2023, Purchasing and Contracting received an emergency request from Facilities Management to replace the carpet in the basement and the 4th floor areas of the Judicial Tower. Currently there is extensive damage to the carpet that has caused disruption for employees and visitors creating an unhealthy environment. Also, the flooring has buckled resulting in hazardous trip areas which is a liability to the County if an employee or visitor ends up being injured.

Facilities Management did their due diligence to try and receive 3 quotes per Purchasing and Contracting policy by calling Soco Contracting Company, Inc and Kissberg Construction, Inc who are both (on-call County contractors) but according to the carpentry supervisor there was no response. However, County personnel was able to connect with Autaco, who only provided a quote for requisition 1011561 which encompasses the Judicial Tower's basement area.

The Superior Court has directed Facilities Management to engage Purchasing and Contracting to expedite this emergency purchase. It is imperative that the Judicial Tower basement and 4th Floor are fully operational mitigating any liabilities for employees and visitors.

To this request, Rabern-Nash is available, and they have provided quotes to complete the entire project. Rabern-Nash is a long-time vendor and have been doing business with the County for a total of 19 years since 2004. They also have recently completed carpet replacement in the Judicial Towers for floors 2,3,5,6, and 7 for a total price of \$192,540.00. The County's total spent to date with Rabern-Nash is \$539,970.45.

Overall, I would recommend approval of the emergency purchase from Rabern-Nash for Requisitions 1016758, 1016683, 1011561 for a total of \$60,285.00.



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Facilities Management

Department Contact Person: Vaughn Fountain

Telephone: 470-451-2431

Email: vfountain@dekalbcountyga.gov

Requisition Number: 1016758, 1016683, 1011561

Suggested Supplier: Rabern-Nash

Estimated Amount of Purchase: \$ 60,285.00

Detailed Description of the Goods or Services to be purchased: _____

Judicial Tower basement and 4th floor carpet replacement

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: 7/17/2023

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

Carpet need to be replaced immediately in the basement and 4th floor areas of the Judicial Tower. There is extensive damage to the carpet creating an unhealthy environment to employees and visitors. Also, most of the flooring has been buckled causing multiple severe trip hazard areas. Superior Court is urging that this problem be resolved soon.

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

See attached quotes

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

3. Explain the impact to the County or Public if this request is not approved.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name): Clyde Stovall

Signature: Date: 07/17/23

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) William Parker

Signature:

Digitally signed by William M. Parker II
Date: 2023.07.19 11:27:28 -0400

Date: 7/19/23

Procurement Manager (Typed/Printed Name) _____

Signature: _____

Date: _____

Approved Not Approved

Signature: _____, Director, Department of Purchasing and Contracting Date: _____

P&C Rev. 12/13/2018

Approved Not Approved, _____ Zach L. Williams, COO, Date: _____

Print Form

Shop | **Requisitions** | **Receiving** | **Contractors** | **Assessments** | **Work Confirmations**

Requisitions

Requisitions: Requisitions >

Requisition 1011561

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Description **Rabern Nash Co - Quote ES310122 - Install Shaw LVT Terrain II Color TBD in the B110 Space - Judicial Tower - Peter Barrett**

Created By **Doctor, Brenda L**
 Creation Date **07-Jun-2023 11:03:57**
 Deliver-To **The Maloof Bldg. 3rd Floor Suite 300 - Maloof - Facilities Management 1300 Commerce Drive, 3rd Floor Suite 300 Decatur, Georgia, GA, 30030**

Status Approved
 Change History **No**
 Urgent Requisition **No**
 Attachment View
 Note to Buyer

Justification

Details

Line	Description	Need-By	Deliver-To	Unit	Quantity	Qty Delivered	Qty Cancelled	Open Quantity	Price	Amount (USD)	Details	Order
1	Rabern Nash Co - Quote ES310122 - Install Shaw LVT Terrain II Color TBD in the B110 Space - Judicial Tower - Peter Barrett	10-Jun-2023 00:00:00	MALOOF - Facilities Management	US Dollar	12780	0	0	12780	1 USD	12,780.00		1336332
2	Rabern Nash Co - Quote ES210334 - Install Shaw LVT Terrain color Willow in the B120 Space minus the storage room - Judicial Tower	10-Jun-2023 00:00:00	MALOOF - Facilities Management	US Dollar	11770	0	0	11770	1 USD	11,770.00		1336332
3	Rabern Nash Co - Quote ES310121 - Install Shaw Terrain II 20Mil Color TBD in 5 areas in the B132 Suite - Judicial Tower	10-Jun-2023 00:00:00	MALOOF - Facilities Management	US Dollar	5510	0	0	5510	1 USD	5,510.00		1336332
4	Rabern-Nash - Quote Number ES310176 - Install Shaw Terrain II 20 Mil color TBD in the B34 Suite. Include 14 Offices/Rooms - Judicial Tower	22-Jun-2023 00:00:00	MALOOF - Facilities Management	US Dollar	14385	0	0	14385	1 USD	14,385.00		1336332
Total										44,445.00		

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RABERN NASH CO., INC.
 5981 LIVE OAK PKWY
 NORCROSS, GA 30093
 Telephone: 404-377-6436 Fax: 404-377-7988

ES310122

QUOTE

Sold To DEKALB COUNTY FACILITIES MGMT DIVISION OF ACCOUNTING 1300 COMMERCE DRIVE ANNEX BLDG DECATUR, GA 30030	Ship To COURTHOUSE 556 N MCDONOUGH ST B110 DECATUR-EXEMPT, GA 30030
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Quote Date 02/09/23	Home 4043712126	PO Number B110 REVISED	Quote Number ES310122
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Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
TOTAL JOB INSTALLED			1.00	EA	12,780.00	12,780.00

PROPOSE TO FURNISH AND INSTALL SHAW LVT TERRAIN II COLOR TBD
 IN THE B110 SPACE. REVISED TO ADD 11X16 VCT ROOM FOR NEW LVT. BACK RIGHT
 ROOM. DOES NOT INCLUDE STORAGE ROOM

1930 SF LVT INSTALLED AT 5.00.. SF.....9,650.00
 540 LF 4" BLACK BASE REMOVED AND INSTALLED.....1080.00
 DEMO AND HAUL AWAY OLD CARPET AND VCT.....700.00
 SCRAPE UP ALL OLD GLUE AND LEVEL FLOOR FOR LVT.....700.00
 MOVE AND RESET ALL LARGE CONTENT.....650.00

GRAND TOTAL \$12,780.00

**ALL SMALL CONTENT MUST BE MOVED AND ALL ELECTRONCS DISCONNECTED AND
 WRAPPED UP OR OUT OF THE WAY.

05/18/23

12:58PM

Sales Representative(s):
 KEVIN SOKOL

Material: 0.00
 Service: 12,780.00
 Misc. Charges: 0.00
 Sales Tax: 0.00
 Misc. Tax: 0.00
QUOTE TOTAL: \$12,780.00

This quote is good for 30 days.

RABERN NASH CO., INC.
 5981 LIVE OAK PKWY
 NORCROSS, GA 30093
 Telephone: 404-377-6436 Fax: 404-377-7988

ES210334

QUOTE

Sold To DEKALB COUNTY FACILITIES MGMT DIVISION OF ACCOUNTING 1300 COMMERCE DRIVE ANNEX BLDG DECATUR, GA 30030	Ship To 556 MCDONOUGH ST B120 SUITE DECATUR, GA
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Quote Date 11/17/22	Home 4043712126	PO Number B120 REVISED	Quote Number ES210334
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Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
	TOTAL JOB INSTALLED		1.00	EA	11,770.00	11,770.00

WE PROPOSE TO FURNISH AND INSTALL SHAW LVT TERRAIN COLOR WILLOW IN THE B120 SPACE MINUS THE STORAGE ROOM THAT HAS VCT DOWN CURRENTLY.

1650 SF LVT @ 5.509075.00
 REMOVE AND INSTALL NEW COVE BASE 410 LF.....820.00
 MOVE AND RESET LARGE CONTENT ONLY.....650.00
 DEMO AND HAUL AWAY OLD CARPET.....575.00
 SCARPE ALL OLD GLUE AND PREP FLOOR FOR LVT.....650.00

GRAND TOTAL \$11,770.00

05/18/23

1:23PM

Sales Representative(s):
 HOUSE

Material: 0.00
 Service: 11,770.00
 Misc. Charges: 0.00
 Sales Tax: 0.00
 Misc. Tax: 0.00
QUOTE TOTAL: \$11,770.00

This quote is good for 30 days.

RABERN NASH CO., INC.
 5981 LIVE OAK PKWY
 NORCROSS, GA 30093
 Telephone: 404-377-6436 Fax: 404-377-7988

ES310121

QUOTE

Sold To DEKALB COUNTY FACILITIES MGMT DIVISION OF ACCOUNTING 1300 COMMERCE DRIVE ANNEX BLDG DECATUR, GA 30030	Ship To JUDICIAL TOWER 556 N MCDONOUGH ST B132 DECATUR, GA
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Quote Date 02/09/23	Home 4043712126	PO Number B132 SUITE REVISED	Quote Number ES310121
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Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
	TOTAL JOB INSTALLED		1.00	EA	5,510.00	5,510.00

PROPOSE TO FURNISH AND INSTALL SHAW TERRAIN II 20MIL COLOR TBD
 IN 5 TOTAL AREAS WITHIN THE SUITE.

760 SF AT 5.50 SF LVT.....4180.00
 240 LF 4" COVE BASE.....480.00
 DEMO AND HAUL AWAY OLD CARPET.....275.00
 MOVE AND RESET LARGE CONTENT ONLY.....300.00
 SCRAPE OLD GLUE AND PREP FOR LVT.....275.00

GRAND TOTAL \$5510.00

05/18/23

Sales Representative(s):
 HOUSE/KEVIN

1:23PM —

Material: 0.00
 Service: 5,510.00
 Misc. Charges: 0.00
 Sales Tax: 0.00
 Misc. Tax: 0.00
QUOTE TOTAL: \$5,510.00

This quote is good for 30 days.

RABERN NASH CO., INC.
 5981 LIVE OAK PKWY
 NORCROSS, GA 30093
 Telephone: 404-377-6436 Fax: 404-377-7988

ES310176

QUOTE

Sold To DEKALB COUNTY FACILITIES MGMT DIVISION OF ACCOUNTING 1300 COMMERCE DRIVE ANNEX BLDG DECATUR, GA 30030	Ship To B34 STE 556 N MCDONOUGH ST DECATUR, GA
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Quote Date 05/18/23	Home 4043712126	PO Number B34 STE	Quote Number ES310176
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Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
	TOTAL JOB INSTALLED		1.00	EA	14,385.00	14,385.00

WE PROPOSE TO FURNISH AND INSTALL SHAW TERRAIN II 20 MIL COLOR TBD IN THE B34 SUITE. INCLUDES 14 OFFICES/ROOMS.

INCLUDES DEMO AND HAUL AWAY ALL OLD CARPET, FLOOR SCRAPE AND PREP, NEW LVT INSTALLED, MOVING LARGE CONTENT ONLY AND NEW 4" RUBBER BASE ALONG THE WALLS.

GRAND TOTAL \$14,385.00

***WE ARE NOT RESPONSIBLE FOR ANY MOISTURE ISSUES
 ***WE MOVE LARGE CONTENT ONLY, PLEASE ADDRESS ALL ELECTRONICS AND PERSONAL ITEMS PRIOR TO INSTALL.

— 05/18/23 —
 Sales Representative(s):
 KEVIN SOKOL

11:55AM —
 Material: 0.00
 Service: 14,385.00
 Misc. Charges: 0.00
 Sales Tax: 0.00
 Misc. Tax: 0.00
QUOTE TOTAL: \$14,385.00

This quote is good for 30 days.

Checkout: Review and Submit Requisition

Requisition 1016758: Total 10,975.00 USD

Created By **Doctor, Brenda L**
 Creation Date **17-Jul-2023 09:32:01**
 Description **Rabern-Nash - Estimate
 ES310177 - Install Shaw
 Terrain II 20MIL LVT Color
 TBD in Basement Hallway -
 Judicial Tower - Peter Barrett**
 Justification

Requisition Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
Rabern-NASH SATL-05-11723071403150_Judicial Tower corridor carpet replacement.pdf	File		Internal to Requisition	BLDOCTOR	17-Jul-2023	One-Time			

Lines

Details	Line	Description	Cost Center	Unit	Quantity	Price	Amount (USD)	Attachments
Show	1	Rabern-Nash - Estimate ES310177 - Install Shaw Terrain II 20MIL LVT Color TBD in Basement Hallway - Judicial Tower - Peter Barrett	01120	US Dollar	10975	1 USD	10,975.00	
Total							10,975.00	

ES310177

QUOTE

Sold To DEKALB COUNTY FACILITIES MGMT DIVISION OF ACCOUNTING 1300 COMMERCE DRIVE ANNEX BLDG DECATUR, GA 30030	Ship To BASEMENT HALLWAY 556 N MCDNOUGH ST DECATUR, GA
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Quote Date 05/18/23	Home 4043712126	PO Number BASEMENT LARGE HALL	Quote Number ES310177
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Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
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WE PROPOSE TO FURNISH AND INSTALL SHAW TERRAIN II 20MIL LVT COLOR TBD IN THE BASEMENT HALLWAY.

INCLUDES DEMO AND HAUL AWAY OF OLD CARPET, FLOOR SCRAPE AND PREP, INSTALL NEW LVT WITH STAINED SHOE MOLDING ALONG THE BASEBOARD. NEW CARPET TO TILE TRANSITIONS JOINING TO THE OLD CARPET.

****CUSTOMER MUST PROVIDE MATCHING STAIN FOR SHOE MOLD. BELFOR SUPPLIED THE STAIN FOR THE JUDICAL IMPROVEMENTS PLEASE CHECK WITH VAUGHN FOUNTAIN.

GRAND TOTAL \$10,975.00

***WE ARE NOT RESPONSIBLE FOR ANY MOISTURE ISSUES.

— 07/14/23 —

Sales Representative(s):
KEVIN SOKOL

3:02PM —

Material:	0.00
Service:	10,975.00
Misc. Charges:	0.00
Sales Tax:	0.00
Misc. Tax:	0.00
QUOTE TOTAL:	\$10,975.00

This quote is good for 30 days.

Checkout: Review and Submit Requisition

Clyde needs to approve

Requisition 1016683: Total 4,865.00 USD

Created By Johnson, Jay'ne M
Creation Date 14-Jul-2023 15:11:26
Description Rabern Nash Co. Inc - 556 N McDonough St- Quote ES310219- 4th Floor-Judicial Tower - Carpet Replacement - Vaughn Fountain
Justification

Requisition Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
Rabern Nash Co- Quote- ES310219.pdf	File		Internal to Requisition	JMJOHNSON	14-Jul-2023	One-Time			

Lines

Details	Line	Description	Cost Center	Unit	Quantity	Price	Amount (USD)	Attachments
Show	1	Rabern Nash Co. Inc - 556 N McDonough St- Quote ES310219- 4th Floor-Judicial Tower - Carpet Replacement - Vaughn Fountain	01120	US Dollar	4865	1 USD	4,865.00	
Total							4,865.00	

RABERN NASH CO., INC.
 5981 LIVE OAK PKWY
 NORCROSS, GA 30093
 Telephone: 404-377-6436 Fax: 404-377-7988

ES310219

QUOTE

Sold To DEKALB COUNTY FACILITIES MGMT DIVISION OF ACCOUNTING 1300 COMMERCE DRIVE ANNEX BLDG DECATUR, GA 30030	Ship To COURTHOUSE 556 N MCDONOUGH ST DECATUR, GA 30030
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Quote Date 07/10/23	Home 4043712126	PO Number 4TH FLOOR CORRIDOR	Quote Number ES310219
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Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
TOTAL JOB INSTALLED			1.00	EA	4,865.00	4,865.00

PROPOSE TO INSTALL CUSTOMER OWN CARPET TILE (32 boxes or 284 SY) ON THE 4TH FLOOR JUDICIAL CORRIDOR. INCLUDES MINOR FLOOR SCRAPE, FLOOR PREP, DETAILED RAMPING PREP TO THE EXISITING HARD SURFACE NEAR THE ELEVATORS, NEW BLACK COVE BASE AS NEEDED, GLUE AND TRANSITIONS.
 ***WE WILL ORDER 7 MORE CARTONS OR 62 SY OF MATCHING CARPET TILE TO COMPLETE THE AREA.
 COST INCLUDES 200.00 ELEVATOR FEE

GRAND TOTAL \$4,865.00

— 07/11/23 —
 Sales Representative(s):
 KEVIN SOKOL

2:45PM —

Material: 0.00
 Service: 4,865.00
 Misc. Charges: 0.00
 Sales Tax: 0.00
 Misc. Tax: 0.00
QUOTE TOTAL: \$4,865.00

This quote is good for 30 days.