



CITY of NOVI CITY COUNCIL

Agenda Item 1
July 28, 2008

SUBJECT: Approval to award contract for general contractor services to Garrison Company, low bidder, for the Critical Needs Project at the Novi Police Department for a base contract in the amount of \$399,000 and alternates for a total of \$403,600.

SUBMITTING DEPARTMENT: Police Department

CITY MANAGER APPROVAL:

EXPENDITURE REQUIRED	\$403,600
AMOUNT BUDGETED	\$519,050 (Federal Forfeiture Funds)
APPROPRIATION REQUIRED	N/A
LINE ITEM NUMBER	266-266.00-976.000 (Federal Forfeiture Funds)

BACKGROUND INFORMATION:

During the Novi Police Department Facility Assessment Analysis conducted by Wold Architects and Engineers in 2006, physical deficiencies of the current facility were noted and several items in need of replacement, repair, or substantial maintenance work were identified. As a result of this assessment, the Novi Police Department Critical Needs Project was developed and subsequently approved by City Council in the amount of \$519,050 as part of the 2007-08 Budget. As part of this project, the City of Novi entered into an agreement with Plante & Moran CRESA, Real Estate Consultants to exclusively assist and advise the Novi Police Department Leadership Team in the pre-qualification and selection of an Architectural and Engineering (A/E) Firm and a General Contractor.

Architectural/Engineering Services:

Proposals were solicited for the architectural design and engineering aspects of the project. The proposals were evaluated using Qualifications Based Selection (QBS) criteria and numerically ranked. Using this process, CDPA Architects was recommended. City Council approved the selection of CDPA Architects on February 25, 2008.

General Contractor:

An invitation to bid, with minimum qualifications, was developed and placed on Bidnet on June 6, 2008 with a mandatory pre-bid meeting on June 13, 2008. Twenty four (24) firms attended the mandatory pre-bid meeting and all questions or concerns were addressed through Purchasing, CPDA Architects, Plante & Moran and the Police Leadership Team. Attendees were advised all sealed bids must be received no later than 2:00 pm on June 30, 2008, at which time the proposals would be opened and read.

Eight (8) of the twenty-four (24) firms submitted proposals. On June 30, 2008 all fee proposals were opened at a meeting held in Council Chambers. This opening yielded the following three low base bid results:

1. Garrison Company - -\$399,000
2. Allied Building Services - \$402,645
3. Construction Specialists - \$406,000

After the opening, the proposals were turned over to Plante and Moran for evaluation. Interviews were conducted on July 3, 2008 with the three lowest bidders.

During the bid process seven (7) alternates were listed for pricing options. These alternates included window treatments, a wall crack repair in holding cell, overhead door lintel replacement, roof leaks at lobby, masonry tuckpointing, paint & recaulk 2nd floor soffits, and cell block & booking HVAC connections. Decisions as to which alternates to pursue will be made as the project progresses.

Attached are the Architect's Summary of Estimated Construction Costs and the Bid Tab for the project.

If a contract with Garrison Company is approved by City Council, work is anticipated to begin on July 29, 2008 and based upon their preliminary schedule, they would be substantially complete with work on November 27, 2008.

RECOMMENDED ACTION: Approval to award contract for general contractor services to Garrison Company, low bidder, for the Critical Needs Project at the Novi Police Department for a base contract in the amount of \$399,000 and alternates for a total of \$403,600.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

CITY OF NOVI
Police Department Facility Renovations Bid Tab
Thursday, June 26, 2008 2:00 p.m.

Company	Bond Enclose	Addendums	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Alternate #6	Alternate #7	Voluntary Alternate	Total
Garrison Co.	y	4	399,000 ✓	3,500 ✓	4,800 ✓	10,700	4,400 ✓	3,600 ✓	4,600 ✓	19,900	-7,400 or -16,300 ✓	443,100 or 434,200
Allied Building Service	y	4	402,645	600	4,830	5,750	1,800	3,650	4,600	23,150		447,025
Ronnisch Construction Group	y	4	419,108	3,755	4,380	8,770	2,135	3,950	2,565	10,225	-7,500	447,388
Construction Specialists	y	4	406,000	4,528	3,962	1,750	2,350	3,600	4,550	23,100		449,840
Reliance Building Co.	y	4	429,000	5,000	3,500	10,000	1,800	2,800	4,000	25,000	-15,000	466,100
Irish Construction	y	3	436,000	4,250	4,400	14,500	4,700	3,400	10,200	26,500		503,950
Evangelista Corp.	y	4	489,000	4,400	5,600	9,500	4,500	3,500	13,000	24,900	-14,000	540,400
Re-Construction	Y	4	621,950	13,365	4,725	12,475	3,875	3,915	4,750	27,000	-22,300	669,755

\$403,600 ✓

Summary of Estimated Construction Costs

Alterations to Police Building

City of Novi

CDPA Project No. 08-152

July 21, 2008

Revised by: Novi Police Dept & PMC



Item No.	Critical Needs Item	Original Budget	Garrison Co.	Remarks
1	Exterior Drainage at Lower Level Mechanical Room	\$ 4,800	Included	
2	Window Replacement	83,200	Included	Single operating vent in lieu of three.
3	Boiler Room Door Curb	6,200	Included	Added combustion air louver over top of door.
4	Security Windows at Reception & Records	0	Included	
5	New DDC Controls	140,000	Included	31 VAV box locations.
6	Replace Exhaust Fans (7)	21,600	Included	
7	Rebuild Two Air Handlers	22,000	Included	Replace bearings, motors, fans & clean coils.
8	Re-Balance Air & Water Systems	10,500	Included	
9	Boiler Burner Replacement	0	Included	
10	Return Air Fan Replacement	0	Included	
11	Cooling in Computer Room	0	Included	
12	Cooling in Training Room	15,000		Not required.
13	Upgrade Domestic Water Circulating System	20,000	Included	
14	Clean Ductwork & Diffusers/Grilles	20,000		By Owner as required.
15	Occupancy Light Control (By Owner - NIC)	650		Absorbed in 2007-08 Bldg Maint budget
16	New Speaker in Records (By Owner - NIC)	250		Absorbed in 2007-08 Bldg Maint budget
17	Light in Records (By Owner - NIC)	750		Absorbed in 2007-08 Bldg Maint budget
18	New Generator	87,500		See Note below.*
19	Main Electrical Service Revisions	0	Included	
Sub-Totals:		\$ 432,450	\$ 399,000	
20	Alternates: 1. Window Treatments	0	3,500	Three blinds per opening.
21	2. Wall Crack Repairs in Holding Cells	0	4,800	
22	3. Overhead Door Lintel Replacement	0	0	Perform at a later date
23	4. Roof Leaks at Lobby, Closet & Hallway	0	4,400	Allowance.
24	5. Masonry Tuckpointing	0	3,600	Allowance - Includes training room control joint.
25	6. Paint & Recaulk 2nd Floor Soffits	0	4,600	
26	7. Increase Holding Cell Heating	0	0	Perform at a later date DTE
27	Vol Alt: Accept Solarban 60 glass in lieu of Viracon		(16,300)	
Total Estimated Direct Construction Costs:		\$ 432,450	\$ 403,600	Contract Award
28	Fees & Testing - CDPA	43,300	51,924	
29	Consulting - Plant & Moran		20,000	
Subtotal Estimated Project Cost:		\$ 475,750	\$ 475,524	
<i>Additional item discovered subsequent to Critical Needs Study:</i>				
30	Existing Generator Fuel Tank Upgrade (By Owner - NIC)	0	12,175	MDEQ requirement by August 2008.
31	New 4" conduit between City Hall & Police (By Owner - NIC)	0	15,000	For budgeting purposes only - Not part of GC bid.
32	Additional switch - electrical**	0	8,000	
33	Contingency***	43,300	6,876	
***	Total Estimated Project Cost:	\$ 519,050	\$ 517,575	

To be done separately
CJP

Notes: *New generator is not required in light of the findings of the comprehensive generator load test study conducted on April 29, 2008.

**Second Transfer switch being required by the electrical inspector

***Potential for additional work as required by building inspector review letter



July 18, 2008

Deputy Chief Thomas Lindberg
Novi Police Department
45175 West 10 Mile Road
Novi, Michigan 48375

RE: General Contract Services – Novi Police Department Facilities Renovation

Dear Deputy Chief Lindberg:

This letter transmits an update from Plante & Moran CRESA, LLC (P&MC) who has completed its engagement to assist and advise Novi Police Department (NPD) in its selection of a General Contractor for the Novi Police Department Facility Renovations. This update represents the mutual efforts of P&MC and the key staff from the Police Department to present a framework in order to identify, evaluate, and select a General Contractor for the project.

P&MC was engaged by NPD and it was indicated that a process would be required to provide information relating to relevant project experience, warranty, training, bonding capacity, and an order of importance of the responding company's expertise to allow NPD to make an informed decision regarding engaging a General Contractor for the project in addition to the proposed cost.

The Invitation To Bid, attachments, and an amended copy of the AIA Agreement with business terms, were submitted and approved by the NPD and its legal counsel. On June 6, 2008, the Invitation To Bid was publicly advertised on the City of Novi's purchasing web site as well as sent to companies who expressed interest in the project.

On June 13, 2008, NPD in conjunction with P&MC, conducted a mandatory pre-bid conference meeting at 2:00 p.m. EST in the NPD Training Room for the Invitation To Bid with potential general contracting firms as advertised.

On June 26, 2008, NPD received eight (8) RFP responses. Copies of the responses from these firms are available in the Clerk's office.

On July 3, 2008, NPD and P&MC conducted interviews with the three lowest. The interviews were held in the NPD Training Room.

It is the opinion of P&MC that the City Council could engage The Garrison Company based upon their compliance with the requirements of the Invitation To Bid, its experience and qualifications, proposed warranty and service package, its training service, proposed fee, and insurance and bonding capacity. Formal engagement should be contingent upon successful negotiation of an agreement between NPD and The Garrison Company.

P&MC is available to answer any questions regarding the contents of this letter.

Sincerely,

PLANTE & MORAN CRESA, LLC



Michael Tarockoff

cc: Lt. Keith Wuotinen
Pat Cauche



cityofnovi.org

CITY OF NOVI, MICHIGAN
PURCHASING DEPARTMENT
45175 W. TEN MILE RD.
NOVI, MI 48375

INVITATION TO BID
POLICE DEPARTMENT FACILITY RENOVATIONS
SIGNATURE FORM

Proposal submitted by:

Name (printed) Donnie R. Patton Title: President

Company (Legal Registration) The Garrison Company

Address 32871 Middlebelt Rd., Suite 100

City Farmington Hills State MI Zip 48334

Telephone 248-932-9100 Fax 248-932-9106

E-mail mtucker@garrisoncompany.com

Signature *Donnie R. Patton* Date 6-26-08

For information on responding to this bid, contact Sue Morianti, Purchasing Manager at smorianti@cityofnovi.org.

Submittal of Bids: Bids must be delivered prior to the due date and time specified above to the City of Novi, Purchasing Department, 45175 W. Ten Mile Rd., Novi, Michigan 48375. Bids must be submitted by person or mail. Faxed quotations will not be accepted.

THIS FORM MUST BE INCLUDED AS PART OF THE PROPOSAL. FAILURE TO SUBMIT PRICING ON THE PROPOSAL FORM PROVIDED BY THE CITY OF NOVI MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE AND INELIGIBLE FOR AWARD.

NOTICE TO BIDDERS:

The City of Novi officially distributes bid documents through the Michigan Intergovernmental Trade Network (MITN). Copies of bid documents obtained from any other source are not considered official copies. The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain bid documents from the MITN system are guaranteed access to receive addendum information, if such information is issued.

If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, www.govbids.com, and obtain an official copy.



CITY OF NOVI
INVITATION TO BID

FEE PROPOSAL FORM

We the undersigned as bidder, propose to furnish to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof according to the attached terms and conditions.

POLICE DEPARTMENT FACILITY RENOVATIONS

Base Bid (including bonds)	Lump sum	\$ <u>399,000⁰⁰</u>
Alternate #1 Window Treatments	ADD	\$ <u>3,500⁰⁰</u>
Alternate #2 Wall Crack Repair in Holding Cells	ADD	\$ <u>4,800⁰⁰</u>
Alternate #3 Overhead Door Lintel Replacement	ADD	\$ <u>10,700⁰⁰</u>
Alternate #4 Roof Leaks at Lobby, Closet & Hallway	ADD	\$ <u>4,400⁰⁰</u>
Alternate #5 Masonry Tuckpointing	ADD	\$ <u>3,600⁰⁰</u>
Alternate #6 Paint & Recaulk 2 nd floor soffits	ADD	\$ <u>4,600⁰⁰</u>
Alternate #7 Cell block & booking HVAC corrections	ADD	\$ <u>19,900⁰⁰</u>

We acknowledge receipt of the following Addendums:
(please indicate numbers below)

Addendum #1 _____ Addendum #2 _____ Addendum #3 _____
Addendum #4 _____

Comments: Voluntary Alternate 1: Bronze tinted heat strengthened
over PPG Solarban 70X in lieu of specified glazing.

Deduct \$7,400.00

Voluntary Alternate 2: Bronze tinted heat strengthened over
PPG Solarban 60 in lieu of specified glazing.

Deduct \$16,300.00

Company Name: The Garrison Company

Agent's Name: Mark K. Tucker
(Please type)

Agent's Signature: _____

Date: 6-26-08

