

COUNCIL ACTION FORM

SUBJECT: LIBRARY RENOVATION MILLWORK CONTRACT

BACKGROUND:

An invitation to bid for custom millwork for the Library Renovation and Expansion Project was sent to 14 potential suppliers in February 2014. Bids were received on March 19, 2014 from three firms.

The lowest bid, received from Iowa Prison Industries, was determined to be non-responsive by the evaluation team. This was supported by the Purchasing Division due to IPI's inability to meet the required schedule set out in the bid, the less than positive responses from their references with the regards to meeting schedules, the inability to provide the required certification, and the lack of technical details on their shop drawings. As shown below, SBD Commercial Interiors of Jackson, Michigan, submitted the lowest responsive, responsible bid.

Vendor	Total Cost
Iowa Prison Industries, Des Moines, IA	Non Responsive
SBD Commercial Interiors, Jackson, MI	\$423,413.00
RCS Millwork L.C., Ankeny, IA	\$780,558.99

As of March 31, 2014, the available balance of bond funds in the Library Renovation and Expansion Project was \$7,459,310.96.

The Library's estimate for furnishings and installation was \$2,240,622. At present, \$967,379.55 of that estimate remains unencumbered. Approval of the contract for millwork to SBD Commercial Interiors will leave \$543,966.55 in the current furnishings budget.

The Library Board of Trustees last met on March 20, 2014. At that time, the bids had not been fully analyzed. To make sure that the project timeline was not put in jeopardy, the Library Board adopted a resolution recommending that "the City Council award a contract for millwork for the Library Renovation and Expansion Project to the lowest responsive, responsible bidder as determined by the Library Director, the City, and MSR."

ALTERNATIVES:

1. Award the contract for Library Millwork to SBD Commercial Interiors of Jackson, Michigan, in the amount of \$423,413.
2. Do not award the contract to SBD Commercial Interiors and direct that this project be rebid.

MANAGER'S RECOMMENDED ACTION:

The lowest bid was determined to be non-responsive for several reasons listed above. The bid received from SBD Commercial Interiors of Jackson, Michigan, is the lowest responsive, responsible bid. The order needs to be placed now to adhere to the Library's Renovation and Expansion Project timeline. Sufficient bond funds are available to cover this cost.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.