

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Ken Hibl, City Manager
DATE: April 14, 2016
RE: Bid Solicitation – Entrance Doors for Public Safety Building

For the Agenda of April 18, 2016

Background Five of the pedestrian doors at the Public Safety Building have deteriorated (doors and frames have rusted) to the point they need to be replaced. Consequently, the City solicited bids (*see copy of att'd bid memo and tabulation sheet*) to facilitate this purchase. We received three bids; the low bid was submitted by RAM Builders. All three bids met our bid specifications; consequently, the City Commission is asked to approve the bids and allow us to use the low bidder to complete the installation of the needed doors.

Note: Three of the doors are within the area of the police department; the other two are in the area of the fire department. When the bids were solicited, the fire department had “opted out” of the bid solicitation with the intent to defer the replacement of their two doors until the 2016/2017 budget year – thus we solicited bids for only three doors. But after further evaluation of the condition of the doors and the cost to replace them was reevaluated, the fire department asked to be included in the door purchase and installation project in the current budget year. Therefore, we contacted RAM Builders to ascertain the cost of five vs. three doors. We are awaiting a response from the builder. If he provides us a favorable cost, we will ask the Commission to include those costs and approve the purchase of five versus three doors. If the proposal is not favorable, we will solicit new/additional bids for the two additional doors. We will provide a recommendation pertaining to the two additional doors to the City Commission Monday evening.

Issues & Questions Specified Should the City Commission approve the bids and provide the authority to purchase and have the new doors installed?

Alternatives

1. Approve the bids and provide authority to purchase/install the doors from RAM Builders.
2. Approve the bids and direct the doors be purchased/installed by one of the other two bidders.
3. Reject all bids and direct the solicitation of new bids.
4. Set this matter aside for further discussion, consideration, and decision at a future, scheduled meeting.

Financial Impact Funds have been budgeted and are available to cover the costs of the replacement of all five doors. However, we are not certain what the cost of the two additional doors will be. The cost of three doors is \$11,250 if the Commission elects to use the low bidder, RAM Builders.

Recommendations I recommend that the City Commission approve the bids and provide authority to have RAM Builders provide and install the doors for a total cost of \$(*to be provided Monday evening*) by adoption of the proposed Resolution 2016-041 (*copy att'd*).

Attachments

1. Bid Memo.
2. Resolution 2016-041.

RESOLUTION 2016-041

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE BIDS AND THE PURCHASE AND INSTALLATION OF NEW ENTRANCE DOORS TO THE PUBLIC SAFETY BUILDING.

WHEREAS, the frames and door faces of a number of the pedestrian entrance doors of the Clare Public Safety Building have deteriorated to a condition that it is necessary to replace them; and

WHEREAS, the City of Clare solicited bids to facilitate said replacement; and

WHEREAS, the City received bids from three vendors for said replacement doors; and

WHEREAS, the City Staff reviewed said bids and found that all bids meet bid specifications; and

WHEREAS, the City Staff recommends the City Commission approve the bids; and provide authority to purchase and install the pedestrian doors; and

WHEREAS, the City Commission has considered and concurs with said recommendations.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the bids for the purchase and installation of new pedestrian doors for the City of Clare Public Safety Building by Ram Builders of Clare, Michigan for a total cost not to exceed \$ (amount to be provided Monday evening) .

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 18th day of April 2016.

Diane Lyon, City Clerk

MEMORANDUM

TO: Ken Hibl, Clare City Manager
FROM: Alan J. Jessup, Director of Public Works
DATE: April 11, 2016
SUBJECT: Door Bids

We recently accepted sealed bids to purchase and install 3 – 36” commercial steel doors with hardware to replace the existing at the public safety building. Three bids were received as follows

Craftsman Contracting Inc	\$14,420.00
T.E.R.M.	\$15,785.00
Ram Builders Inc	\$11,250.00

After reviewing the bids carefully, I have determined that the lowest bidder closest meeting our specifications is Ram Builders Inc in the amount of \$11,250.00.

I have attached the detailed bid tabulation. I recommend we accept the bid from Ram Builders Inc to provide and install 3 doors with hardware in the amount of \$11,250.00

AJ:mw

BID TABULATION FOR Doors at PSB

3 New entrance doors for the Public Safety Building

3 Doors		BIDDER INFORMATION
\$14,420.00	<i>Name:</i>	Craftsman Contracting Inc
	<i>Address:</i>	9836 N Mission Road
	<i>City/Zip</i>	Clare, MI 48617
	<i>Phone:</i>	
\$15,785.00	<i>Name:</i>	T.E.R.M.
	<i>Address:</i>	4516 E Coleman Rd
	<i>City/Zip</i>	Clare, MI 48617
	<i>Phone:</i>	989-824-1128
\$11,250.00	<i>Name:</i>	Ram Builders Inc
	<i>Address:</i>	1595 E Herrick Road
	<i>City/Zip</i>	Clare, MI 48617
	<i>Phone:</i>	cell: 517-749-6600
	<i>Name:</i>	
	<i>Address:</i>	
	<i>City/Zip</i>	
	<i>Phone:</i>	

Bids were opened on Monday, April 11, 2016 at 11:20 a.m. by
 Alan J. Jessup, Public Works Director,
 assisted by Mary Warner, Public Works Secretary.