



CITY COUNCIL AGENDA ITEM

Date: June 16, 2015

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
 Tom Darling, Director of Financial Services
 Gary Mayer, Police Chief
 Joseph Haddad, Police Sergeant

Subject: Standard Purchasing Resolution 2 - Low Bidder Meeting Specifications –
 Carpet Replacement – Police Department and Budget Amendment

History

- The existing carpeting in the Police Department was installed during the construction phase of the new building in August of 2003.
- The carpet is now approximately 12 years old, visibly worn, and has reached “End-of-life” after being subjected to 24-7 use. This purchase is to replace carpeting in the Communications/911 Center, Records Department, Detective Bureau, Special Investigations Area and Front Police Desk.
- The replacement carpeting by Mohawk carries a “Limited Commercial Lifetime Warranty” if installed and maintained as prescribed by the manufacturer and is specially designed for high traffic areas.
- Additionally, we will be utilizing individual “carpet tiles” which makes replacement in specific areas easy in the case of staining or damage that may occur when relocating equipment.

Purchasing

- On June 4, 2015 a bid opening was conducted as required by City Charter and Code for the purchase of new Carpeting in the Police Department.
- The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info and the bid was also sent to the Troy Chamber of Commerce.
- Below is a detailed summary of potential vendors for this bid opportunity:

Companies notified via MITN	62
Troy Companies notified via MITN	1
Troy Companies Active - email Notification	0
Troy Companies Active - Free	1
Companies that viewed the bid	12
Troy Companies that viewed the bid	1

***MITN** provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.*

Active MITN members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.

Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities to do business with the City.

Inactive MITN member status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

- Two (2) bid responses were received:

United Flooring Center	\$35,969.40
Conventional Carpet, Inc.	\$46,318.00



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Purchasing (continued)

- Upon review of the bid responses, *United Flooring Center of Troy, MI* is the low bidder meeting specifications and is being recommended for the carpet replacement for the Police Department as detailed below:

<u>Area</u>	<u>Est. Sq. Yds.</u>	<u>Area Cost</u>
Dispatch Communications	296	\$8,464.34
Records	184	\$5,852.36
Detective Bureau & SIU Office	648	\$21,077.82
Front Desk Area	16	<u>\$574.88</u>
Total		\$35,969.40

- Carpet yardage replacement will include 'attic stock' in case carpet replacement is required.

Financial

Funds have been budgeted and are available in the 2014/2015 Fiscal Year Police Department Capital Account for this project. The 2015/2016 Capital Account will be amended so that the carpet install can be completed next fiscal year in the month of July.

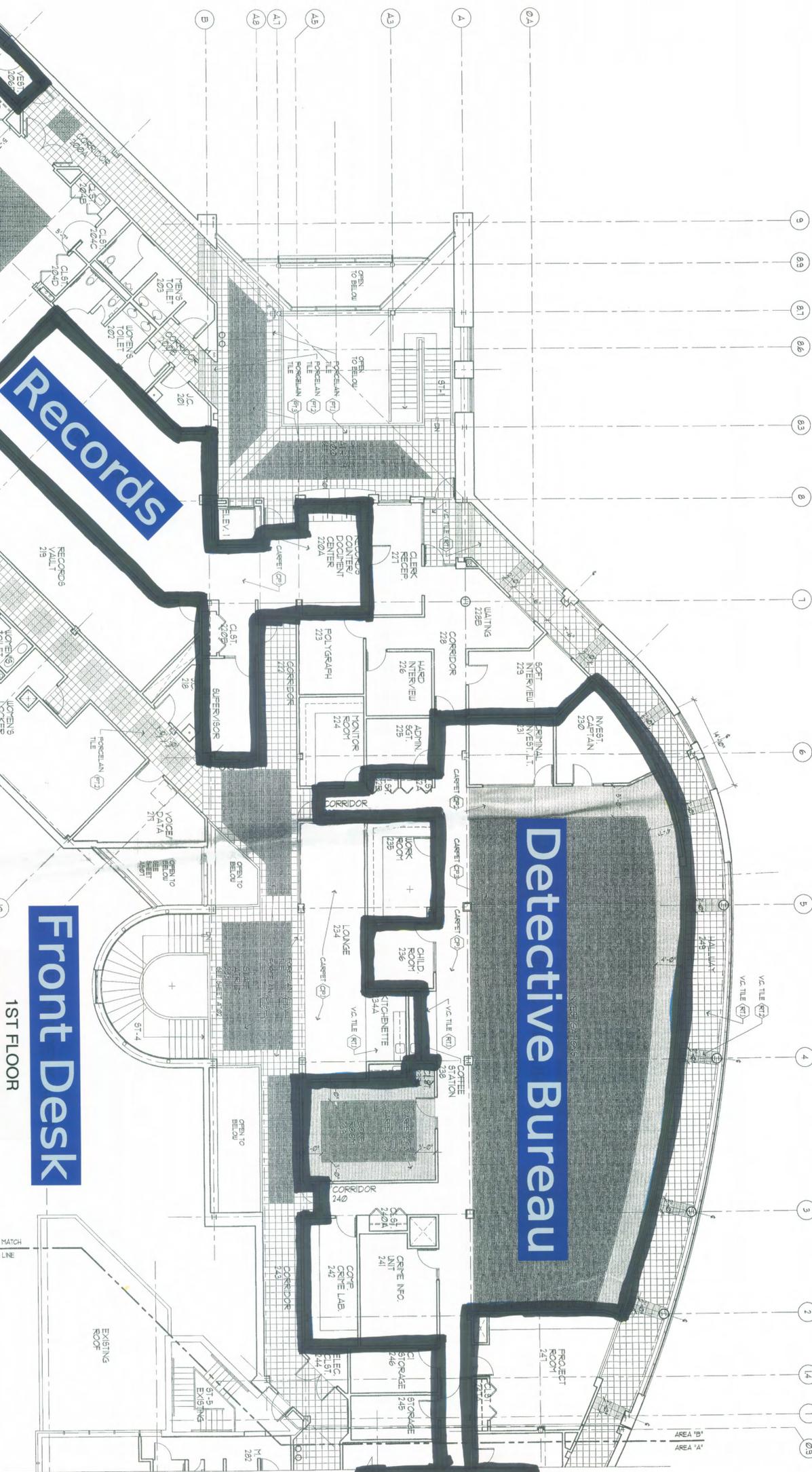
Recommendation

City management recommends awarding a contract for the purchase of carpet and carpet install at the Police Department; as per bid specifications to the low bidder meeting specifications; *United Flooring Center of Troy, MI* for an estimated total cost of \$35,969.40 at unit prices contained in the bid tabulation opened June 4, 2015. It is also being recommended to amend the 2015/2016 Capital Budget in order to complete the project in the 2015/2016 fiscal year.

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DATE: 05/20/02

NO.	ISSUED FOR:	DATE
1.	BIDDING	05-20-02
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		



Dispatch/911

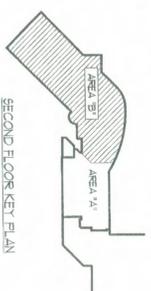
Records

Detective Bureau

Front Desk

Police

SIU



SECOND FLOOR - AREA "B" FLOOR PATTERN



SCALE: 1/8" = 1'-0"

**Police Department
Carpet Replacement**

DATE

PROJECT MANAGER/ARCHITECT: EDUARDO FERRILLI, AIA

DESIGN BY: BASKIN MARQUE, ASSOC. AIA

**CITY OF TROY
FIRE ADMIN./ POLICE DEPT.
RENOVATION AND ADDITION**

500 W. BIG BEAVER ROAD

TROY, MICHIGAN

SHEET TITLE
**SECOND FLOOR
AREA "B"
FLOOR PATTERN**

DATE: 05/02/2002

PROJECT NO.
3318.00

SHEET NO.
A116

02/04/03 3318.00/03 05/03/02



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ARCHITECTS, INC.**

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