



CITY of NOVI CITY COUNCIL

**Agenda Item F
May 20, 2013**

SUBJECT: Approval to award the Villa Barr Art Park Roof Replacement Contract to Holbrook Roofing Co., Inc. the low qualified bidder in the amount of \$24,292.

SUBMITTING DEPARTMENT: Novi Parks, Recreation and Cultural Services

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	\$ 24,292
AMOUNT BUDGETED	\$ 25,000
APPROPRIATION REQUIRED	\$11,240
LINE ITEM NUMBER	101-299.00-971.000

BACKGROUND INFORMATION:

At the August 27, 2012 City Council Meeting, Council approved the purchase of the Barr Property located at 22600 Napier Road for the appraised value of \$375,000. During the process of purchasing the Barr Property, we were informed that the roof on the home was in disrepair and would need to be replaced. At the request of City Council we reduced the purchase price of the property by \$25,000 with the intent to utilize these funds to replace the roof. The total purchase amount including closing costs totaled \$352,736.

As part of the purchase process an additional \$9,212 was spent in conducting our due diligence on the property including general home inspection, environmental assessment, well inspection and septic inspection. The total investment in the Barr Property to date is \$361,948.

The Invitation for Bids for the roof replacement was posted on the Michigan Intergovernmental Trade Network (MITN) website. A mandatory pre-bid meeting was held on site on April 9, 2013 which was attended by eight firms. We received 3 bids in response to the Invitation to Bid. All flat sections of the roof will be removed and replaced; the peaked metal portion of the roof will remain as is.

Holbrook Roofing Co., Inc. provided the low bid for the project at \$24,292. The roof replacement will necessitate an additional \$11,240 from the original approved amount of \$375,000. This amount will come forth in the fourth quarter budget amendment.

RECOMMENDED ACTION: Approval to award the Villa Barr Art Park Roof Replacement Contract to Holbrook Roofing Co., Inc. the low qualified bidder in the amount of \$24,292.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

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



CITY OF NOVI

CONTRACTOR QUALIFICATIONS QUESTIONNAIRE

ROOF REPLACEMENT - VILLA BARR ART PARK BUILDING

Failure to answer all questions could result in rejection of your bid.

Name of Firm Holbrook's Roofing Co., Inc.
Address: 5588 W. Jefferson
City, State Zip Trenton, MI 48183
Telephone 734-675-3456 Fax 734-675-5054
Mobile 734-216-1870
Agent's Name (please print) Gregory Holbrook
Agent's Title President
Email Address: holbrookroofing@comcast.net
Website www.holbrookroofing.com

- 1. Organizational structure: Corporation, Partnership, etc. Corporation
2. Has your firm filed for Chapter 7 or Chapter 11 within the last ten (10) years? No [checked] Yes Reason:
3. How many current full time employees? 8 Part time? 8
4. How many years' experience do you have in the roofing business? 33 years
5. Company is licensed by the State of Michigan to perform the work as specified. Please include a copy of your license with your bid. License # 2104071908
6. Your company is an authorized contractor for which manufacturer(s):

Table with 2 columns: Manufacturer and Product. Rows include GAF (low slope & shingles), Gen Flex (EPDM & TPO), Versico (PVC, EPDM & TPO), Mule-Hide (PVC, EPDM & TPO), and Mule-Hide Karnak (Coatings).

- 7. Are you able to provide insurance coverage as required by this bid? Yes
8. List any professional licenses/certifications you/your employees have obtained that would be applicable to this contract. 3 Certified Crane Operators, Health & Safety Cards, CPR Certifications, OSHA Class Certifications.

9. Please provide details regarding your procedures for dealing with inclement weather (including how you would protect the building and the materials):

We use all night seals that are available on the market. Materials are covered at all times with tarpolan or put in the enclosed trailer.

10. **References:** Provide at least three (3) references that are comparable in scope to this bid that have been completed within the last 3 years.

Company Guidance Center
Address 13101 Allen Rd., Southgate, MI 48195
Phone 734-365-3495 Contact Jim Aitken

Company Wyandotte Roosevelt High School
Address 540 Eureka Rd., Wyandotte, MI 48192
Phone 734-260-6741 Contact Bernie Bowers

Company Christ the Good Shepherd Parish
Address 1540 Riverbank, Lincoln Park, MI 48146
Phone 313-386-0633 Contact Father Tony

11. Provide any additional information you would like to include which may not be included within this Questionnaire. You may attach additional sheets.

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative: _____

Representative's Name (please print) _____

Date _____

Gregory Holbrook
4/23/13



CITY OF NOVI
BID FORM

ROOF REPLACEMENT –
VILLA BARR ART PARK BUILDING

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

A. BASE BID- ROOF REPLACEMENT

\$ 24,292.00 Lump Sum

Field measurement 2,300 SQ.FT.

B. OPTIONAL WORK (To be determined by Owner)

Unit Cost to Remove and Repair Wood Deck - See attached price sheet

5/8" \$ _____ /Sq. Ft.

3/4" \$ _____ /Sq. Ft.

1" \$ _____ /Sq. Ft.

Unit Cost to install GAF 1/8" TPO Walkway installed: (To include cost of material)

\$ 22.50 /Lineal Ft

Wood Nailer Replacement:

2" x 4" \$ 2.50 /Lineal Ft

2" x 6" \$ 2.75 /Lineal Ft.

2" x 8" \$ 3.00 /Lineal Ft.

GAF Well Roofing 25% Extension Cost for Inspections Year 3 to Year 5

\$ 1,700.00

Deduct to eliminate the 1/8" Tapered Roof System:

- \$ 2,000.00 Lump Sum

DAYS REQUIRED TO COMPLETE PROJECT: 3 days

NOTE: Required Warranty Manufacturer 20-Year NDL Diamond Pledge Guarantee Labor and Material Warranty on GAF TPO Fully Adhered 50 MIL Extreme and Metal edgings.

We have included a letter from our bonding company indicating that we are able to obtain bonds with the language & format as specified in the bid documents.

Yes No

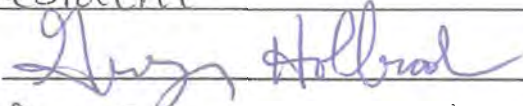
EXCEPTIONS TO SPECIFICATIONS (all exceptions must be indicated here or attached on a separate sheet):

When working with HVAC Contractors, additional charge will be \$62.50^{per man-~~hour~~} per hour plus material.
Bid allowed up to \$1,000.00.

COMMENTS: _____

We acknowledge receipt of the following Addenda: 1, 2, 3
(please indicate numbers)

THIS BID SUBMITTED BY:

Company (Legal Registration) Halbrook's Roofing Co., Inc.
Address 5588 W. Jefferson
City Trenton State MI Zip 48183
Telephone 734-675-3456 Fax 734-675-5054
Representative's Name (please print) Gregory Holbrook
Representative's Title President
Representative's Signature 
E-mail holbrocksroofing@comcast.net
Date 4/23/13

Holbrook's Roofing Company, Inc.

5588 West Jefferson

Trenton, MI 48183

(734) 675-3456 Fax (734) 675-5054

e-mail: holbrooksroofing@comcast.net

Additional Pricing Information:

The below items and pricing will be in addition to the base job price. Items listed are items that will be replaced only if needed:

Wooden Nailers:

1"x4"	\$1.50 per ln ft
1"x6"	\$1.75 per ln ft
1"x8"	\$2.10 per ln ft
2"x4"	\$2.50 per ln ft
2"x6"	\$2.75 per ln ft
2"x8"	\$3.00 per ln ft
2"x10"	\$3.50 per ln ft