



cityofnovi.org

CITY of NOVI CITY COUNCIL

**Agenda Item K
April 27, 2009**

SUBJECT: Approval to award the Moveable Wall Track Replacement Contract, a One-Year Maintenance Agreement (Alternate #1), and Additional Services (Alternate #2) to AFC, Inc., the low qualified bidder, in the amount of \$23,518.

SUBMITTING DEPARTMENT: Building & Grounds

CITY MANAGER APPROVAL: 

| | |
|-----------------------------|--|
| EXPENDITURE REQUIRED | \$23,518 |
| AMOUNT BUDGETED | \$20,176 (track replacement) \$4,000 (maintenance agreement) |
| LINE ITEM NUMBER | 101-265.00-740 (track replacement) 101-265.00-934 (maintenance agreement) |

BACKGROUND INFORMATION:

This contract is for replacing the original track and trolley for the moveable walls in the Multi-Purpose Room at the Civic Center, and a 1-year maintenance agreement (Alternate #1). We have the option to extend the maintenance agreement for 2 more years in 1-year increments.

We received 4 bids to our Request for Proposals. Staff evaluated the bids and recommend awarding the contract to AFC, Inc., the low qualified bidder.

| | AFC Inc. | Integrated Interiors | Urban's Partition | Schilds Jack of All Trades |
|---|-----------------|-----------------------------|--------------------------|-----------------------------------|
| Total Base Bid | \$22,668 | \$17,860 | \$33,950 | \$29,269 |
| Alternate #1 - Maintenance Agreement | | | | |
| Year 1 | 850 | 4,800 | 3360 | 850 |
| Total | \$23,518 | \$22,660 | \$37,310 | \$30,119 |
| Alternate #1 - Maintenance Agreement | | | | |
| Year 2 | \$750 | \$4,800 | \$3,360 | ----- |
| Year 3 | 750 | 4,800 | 3,360 | ----- |
| Alternate #2 - Additional Services | | | | |
| Hourly Rate (M-F, 8 am-5 pm) | \$59.00 | \$75.00 | \$105.00 | No Bid |
| Hourly Rate (M-F, 5pm-8 am) | 89.00 | 150.00 | 157.50 | No Bid |
| Hourly Rate (Sat/Sun) | 119.00 | 150.00 | 210.00 | No Bid |
| Hourly Rate (Holiday) | 148.00 | 150.00 | N/A | No Bid |
| Materials Markup (Cost+ %) | 15% | 20% | 15% | No Bid |

RECOMMENDED ACTION: Approval to award the Moveable Wall Track Replacement Contract, a One-Year Maintenance Agreement (Alternate #1), and Additional Services (Alternate #2) to AFC, Inc., the low qualified bidder, in the amount of \$23,518.

| | 1 | 2 | Y | N |
|-------------------------|---|---|---|---|
| Mayor Landry | | | | |
| Mayor Pro Tem Gatt | | | | |
| Council Member Burke | | | | |
| Council Member Crawford | | | | |

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

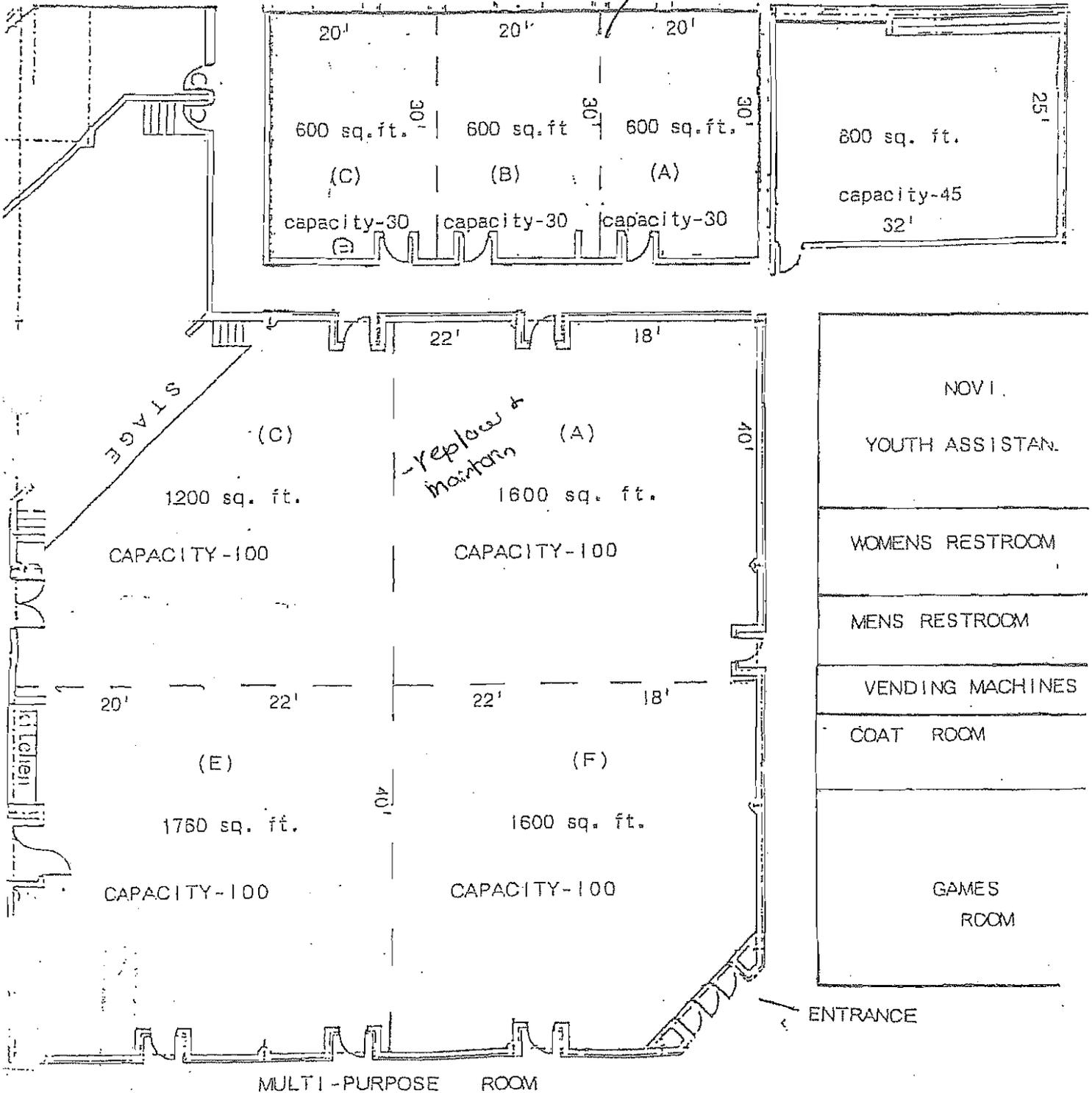
CITY OF NOVI
COMMUNITY CENTER

2-10-09

SIXTH GATE CONFERENCE CENTER

ACTIVITIES ROOM

Maintain
Only





CITY OF NOVI

KWIKWALL MOVEABLE WALL TRACK REPLACEMENT/ MAINTENANCE AGREEMENT (REBID)

SPECIFICATIONS

GENERAL INFORMATION

The City has a large Multipurpose Room which can be divided into 4 sections with the moveable walls. There are 44 panels that are 4 feet wide and about 11'9" tall. All of the tracks and trolleys in the Multipurpose Room need replacement.

The City would also like to establish a maintenance contract on all moveable walls in the Community Center (see attached drawing).

PROJECT SPECIFICATIONS

BASE BID: REPLACEMENT OF TRACK/TROLLEY IN MULTI-PURPOSE ROOM (ONLY KWIK-WALL PARTS ARE ACCEPTABLE)

Scope

Take down panel walls in Multi-Purpose Room. Remove all old tracks and trolleys from existing units. Install new track on existing structure. Reinstall existing wall panels with new trolleys. Adjust wall panels for ease of operation. Discard all materials that can't be re-used and remove from the job site.

Specifications

**ALL PARTS ARE TO BE NEW, KWIK-WALL BRAND, AND SUPPORTED BY
MANUFACTURER'S FIVE (5) YEAR PARTS WARRANTY. NO EXCEPTIONS.**

Operational Partition Track: Model 2020 - #425-MD track for individual panels/Multi-Direction

Track System: - Extruded of structural grade aluminum alloy, as engineered by KWIK-WALL, and finished in anodized clear satin finish, resisting color fading and flaking. Weight: up 425lbs per panel

Carrier system: Each carrier shall be supported utilizing a 5/8 inch (16mm) diameter pendant bolt. Type 425-MD carrier (#5130008) supporting 425lbs.

Steel Bearings Wheels

Polymer Tire Wheels

Suspension and Mounting System: Drop rod mount: consists of grade 2, 3/8 inch (10mm) diameter, threaded steel adjustment drop rods and serrated steel nuts.

Warranty

Contractor will provide warranty on parts and labor provided in Base Bid. Length of warranty is to be specified on proposal form.

ALTERNATE 1: MAINTENANCE AGREEMENT

The Maintenance Agreement will include the four (4) walls in the Multi-Purpose Room (about 11'9" tall) and two (2) walls in the Sixth Gate Conference Center (about 8'6" tall). See attached drawing of Community Center.

Maintenance Agreement will consist of preventive maintenance visits (2 times per year) and will include cleaning & lubricating the track and making any other adjustments needed to assure smooth & safe operation of the walls. Building Supervisor must be notified of and approve any repairs that are necessary or recommended.

Preventive maintenance visits shall be scheduled one week in advance. Appointment is to be made with the Building Maintenance Supervisor or his designated representative.

ALTERNATE 2: ADDITIONAL SERVICES

Contractor will provide hourly rate and materials discount for other additional services that may be required for the moveable wall system.

Contractor agrees to arrive on site as result of a service call as specified below:
Non-emergency (as determined by City staff) within 2 calendar days (Mon-Sun)
Emergency (as determined by City staff) within 24 hours (Mon-Sun)

Service calls may be required 7 days per week including holidays.

Designated City representative will determine if parts used for repairs/services must be Kwik-Wall or if they can be another brand on a case-by-case basis.

QUALIFICATIONS

Contractor will have at least three (3) years of experience with Kwik-Wall installations & repairs. Please provide a list of work /projects that have been completed and attach to proposal.

REFERENCES

Contractor will provide three (3) client references from firms/municipalities that they have provided installation/repair service on Kwik-Wall moveable wall systems.

WARRANTY

After award, Contractor will provide a copy of the manufacturer's warranty on parts to be installed.



CITY OF NOVI, MICHIGAN
PURCHASING DEPARTMENT
45175 W. TEN MILE RD.
NOVI, MI 48375
(248) 347-0446

**KWIK-WALL MOVEABLE WALL TRACK REPLACEMENT/
MAINTENANCE CONTRACT (REBID)
SIGNATURE FORM**

Bid submitted by:

Name (printed) John Baker Title: President

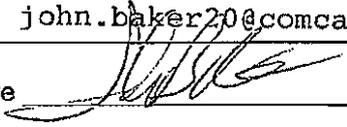
Company (Legal Registration) AFC, Inc.

Address 3972 Miramar, NE

City Grand Rapids, State MI Zip 49525

Telephone 616/363-0655 Fax 616/363--0645

E-mail john.baker20@comcast.net

Signature  Date March 16, 2009

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

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

THE BID ENVELOPE MUST BE IDENTIFIED WITH THE FULL BID NAME AND DUE DATE.

THIS PAGE MUST BE INCLUDED WITH YOUR PROPOSAL/BID. 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.

Company Name AFC, Inc.



**CITY OF NOVI
PROPOSAL FORM**

**KWIK-WALL MOVEABLE WALL TRACK REPLACEMENT/
MAINTENANCE CONTRACT(REBID)**

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.

We acknowledge receipt of the following Addendums: 0
(please indicate numbers)

**BASE BID: Replacement of Track & Trolley
(MUST BE KWIK-WALL BRAND. NO EXCEPTIONS)**

| | |
|--------------|---------------------|
| Materials | \$ <u>11,718.00</u> |
| Labor | \$ <u>10,950.00</u> |
| TOTAL | \$ <u>22,668.00</u> |

Warranty (Base Bid)- Parts Five years

Warranty (Base Bid)- Labor 2 Years

Delivery 4 - 6 Weeks

ALTERNATE #1: Maintenance Agreement

| | |
|---|------------------------|
| Year 1 | \$ <u>850.00</u> /year |
| Year 2 (if maintenance agreement is extended) | \$ <u>750.00</u> /year |
| Year 3 (if maintenance agreement is extended) | \$ <u>750.00</u> /year |

ALTERNATE #2: Additional Services

| | |
|-------------------------------|------------------------|
| Hourly Rate (M-F, 8-5 pm) | \$ <u>59.00</u> /hour |
| Hourly Rate (M-F, 5pm - 8 am) | \$ <u>89.00</u> /hour |
| Hourly Rate (Sat, Sun) | \$ <u>119.00</u> /hour |

Company Name AFC, INC.

Hourly Rate (Holiday) \$ 148.00 /hour

Materials Markup Cost + 15% % markup

Warranty (Alternate #2)– Parts (Kwik-wall Brand) Five years

Warranty (Alternate #2) – Parts (Other than Kwik-wall brand) N/A

Warranty (Alternate #2)– Labor 2 Years

Exceptions to specifications: _____

Number of years experience with Kwik-Wall installations/repairs 5
(Please include a list of completed work/projects)

CLIENT REFERENCES (minimum 3)

1. Company name City of Novi
Contact person Ron Valente
Address 45175 W. Ten Mile Rd.
City, State Zip Novi, MI 48375
Phone 248-347-0446
2. Company name Grand Haven Funeral Home
Contact person Kurt Klaassen
Address 1500 Robbins Rd.
City, State Zip Grand Haven, MI 49417
Phone 616-842-9495

Company Name AFC, INC.

3. Company name Brookside Church
Contact person Sheri Laninga
Address 3600 Kalamazoo
City, State Zip Grand Rapids, MI 49508
Phone 616-452-3191

Comments: _____
