Request for City Council Committee Action
From the Department of City Coordinator

Date: October 31, 2005

To: Council Member Barbara Johnson, Chair
Ways & Means/Budget Committee

Subject: New Central Library Project
Award of Bid – Bid Package No. 8
Contract Category #16 – Furniture, Fixtures & Equipment
Official Publication No 6511

Recommendation:

Authorize acceptance of the low bid of General Office Products for the items referenced in the attached letter dated 10/17/05 from Architectural Alliance as indicated in the plans and specifications. All this work including furnishing and delivering all material, labor, equipment and incidentals necessary to accomplish the work of Contract Category 16, Furniture, Fixtures & Equipment, all in accordance with the plans, specifications and addenda prepared by Architectural Alliance and titled "Minneapolis Central Library Bid Package No. 8 – Contract Category No. 16, Furniture, Fixtures & Equipment for a total contract price of $ 18,376.88. Terms are net 30 days. F.O.B.: Site. It is further recommended that proper Library Board and City Officers be authorized and directed to execute a contract for this project all in accordance with our specifications. (4400 – 908 –9080)

Previous Directives:

- October 25, 2002 Acceptance of Schematic Design and Budget for new Library. Authorization of bond sale.

Prepared/Submitted by: Richard A Johnson, Project Coordinator 612-334-1671

Recommended:

Approved:

Richard A. Johnson Project Coordinator	Gary Warnberg, Director of Purchasing	John Moir City Coordinator

Presenter in Committee: Richard A Johnson, Project Coordinator

Financial Impact (Check those that apply)

__x No financial impact - or – Action is within current department budget
If checked, go directly to Background/Supporting Information)
___ Action requires an appropriation increase to the Capital Budget
___ Action requires an appropriation increase to the Operating Budget
___ Action provides increased revenue for appropriation increase
___ Action requires use of contingency or reserves
___ Other financial impact (Explain):
___ Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact (use any categories that apply)
Neighborhood Notification
City Goals
Comprehensive Plan
Zoning Code
Other

Background/Supporting Information

In November 2000, the citizens of Minneapolis approved a referendum in the amount of $110 million for the purpose of building a new Minneapolis Central Library on the site of the current Central Library building. On October 25, 2002, the City Council approved the Schematic Design and Budget for the new Library, authorized the Project Coordinator to proceed with design development and requested the Board of Estimate and Taxation to sell $110 million in bonds authorized by the referendum. On October 25, 2002, the City Council also accepted the low bid of F.M. Frattalone for deconstruction of the existing library.

The bids for Bid Package Number 8, Contract Category Number 16, Furniture, Fixtures & Equipment were opened on September 27, 2005, at 10:00 a.m. and General Office Products was the apparent low bidder for items referenced in the attached letter dated 10/17/05 from Architectural Alliance.

The Project Office and the Architect reviewed the bids and determined that the recommended bidder is both responsive and responsible.

ARCHITECTURAL **ALLIANCE**

400 CLIFTON AVENUE SOUTH

MINNEAPOLIS, MINNESOTA 55403-3299

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October 17, 2004

Rick Johnson
City of Minneapolis
Minneapolis Central Library Project Office
15 South 5th Street, Suite 210
Minneapolis, MN 55402

RE: Minneapolis Central Library
Bid Package #8 – Furniture, Fixtures & Equipment
Contract Category #16 – Furniture, Fixtures & Equipment

Dear Mr. Johnson:

On the basis of the bids received and opened on September 27, 2005 at 10:00am local time, for Official Publication #6511, Bid Package #8 – Furniture, Fixtures & Equipment, Contract Category #16 – Furniture, Fixtures & Equipment, Architectural Alliance is able to make the following recommendation. Based on the bid tabulation certified by the City of Minneapolis, our review of the bids, Architectural Alliance has determined that the lowest responsive and responsible bidder is **General Office Products** located at 4521 Highway Seven, Minneapolis, MN 55416 (952-925-7500).

We recommend award to **General Office Products** for the Bid based on the following criteria:

- **General Office Products** was the lowest responsive and responsible bidder for the following items:
- Group 9 Rare Books Lounge Chairs CH-5. The Bid amount of $3,996.00 is below Architectural Alliance's estimate.
- Group 30 Children's Library Lounge Seating CH-21 through CH-24, SO-1 through SO-5. The Bid amount of $14,380.88 is below Architectural Alliance's estimate.

Architectural Alliance hereby recommends that the City award a contract for this work to **General Office Products** in the amount of Eighteen Thousand Three Hundred Seventy-six Dollars and 88/100 ($18, 376.88). Please see attached bid tabulation by the Architectural Alliance. If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,

ARCHITECTURAL ALLIANCE

Sharry Cooper
Principal

CC: Bruce Gritters, Walter Gegner, Mary Kramer
Attachments: Bid Tabulations

MINNEAPOLIS CENTRAL LIBRARY

CONTRACT NO. 16 -- FURNITURE, FIXTURES & EQUIPMENT

FFE BID AWARD

October 17, 2005

	BID AWARD ITEMS	CONTRACT AWARD	AMOUNT
9	Rare Books Lounge Chairs CH-5	General Office Products	$3,996.00
30	Children's Library Lounge Seating & Staff Lounge	General Office Products	$14,380.88
	CH-21 through CH-24, SO-1 through SO-5		
	BID ITEMS TOTAL		**$18,376.88**