



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

# CITY COUNCIL AGENDA ITEM



Date: April 12, 2023

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
Rob Maleszyk, Chief Financial Officer  
Dee Ann Irby, Controller  
Frank Nastasi, Police Chief  
Kurt Bovensiep, Public Works Director  
Dennis Trantham, Facilities and Grounds Operations Manager  
Joshua Jones, Police Captain  
Laurence Schehr, Police Lieutenant  
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Evidence Technician Lab Remodel, Troy Police Department

## History

The cabinets in the Evidence Technician Lab are original from when the station was built in August 2003 and are in dire need of replacing. The current cabinets have a laminate surface (over wood), which is peeling off the doors, drawers, and the underside of the cabinet boxes. Several cabinet doors are also warped. The chemicals used in the Lab and other factors contribute to the deterioration of the laminate and warping of the doors. The counter-tops in the Lab are also original and need replacing.

The best, most durable, and most sanitary material option to use for lab cabinets is metal. Often times, Evidence Technicians work with hazardous substances and metal cabinets would be the best surface to safely clean and decontaminate. In addition, metal cabinets are the most sustainable, resistant to chemicals/hazardous materials, and there would be no issues with peeling, warping, degrading, chipping, or fading.

## Purchasing

On April 6, 2023, a bid opening was conducted as required by the City Charter/Code for the Evidence Lab Cabinet Replacement in the Police Department. The bid was posted on the MITN Purchasing Group website; [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi). Two hundred sixty-three (263) vendors were notified via the MITN website. Two (2) companies attended the Pre-Bid meeting which was held on March 23, 2023. One (1) bid response was received. Below is a summary of potential vendors for the bid opportunity:

<b>Companies notified via MITN</b>	263
Troy Companies notified via MITN	12
Troy Companies - Active email Notification	12
Troy Companies - Active Free	0
<b>Companies that viewed the bid</b>	30
Troy Companies that viewed the bid	3

*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.



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### **Purchasing (continued)**

- *Farnell Equipment Co. of Troy, MI* is the sole bidder meeting specifications and is being recommended for award.
- Farnell's proposal included a value engineering deduction of \$15,500 from the total bid amount if all elevations and countertops were purchased together in bulk and installed at the same time as specified in the bid documents.
- Farnell Equipment is one of the largest casework contractors in Michigan providing planning, design and installation services for lab renovations to both public and private markets since 1937.

### **Financial**

Funds are budgeted and available in the Police Department Buildings and Improvements Capital Fund under Project Number 2023C0119 for the 2023 fiscal year with a total available budget of \$30,000.00. Estimated total cost for this project will be \$40,963. Additional funds are available in the Police Department Capital Fund to cover the shortfall of \$10,963 from the unused portion of Project Number 2023C0016. Expenditures will be charged to account number 401.301.12.315.7978.010.

### **Recommendation**

City Management recommends awarding a contract for the Evidence Technician Lab remodel at the Police Department, to low bidder meeting specifications; *Farnell Equipment of Troy, MI* at prices contained in the bid tabulation, opened April 6, 2023 for an estimated cost of \$52,739.00 less the value engineering deduction of \$15,500.00 for a total estimated cost of \$37,239.00 plus a 10% contingency amount of \$3,724, for an estimated total project cost of \$40,963.

VENDOR NAME: Farnell Equipment Co.  
 CITY: Troy, MI

<b>TO FURNISH EVIDENCE LAB CABINETS AND COUNTERTOPS (not refurbished) FOR THE TROY POLICE DEPARTMENT</b>	
<b>WALL #1(WEST):</b>	
Upper Cabinet Dimensions	<ul style="list-style-type: none"> <li>SIX (6) cabinets with double doors, 35.5" wide x 20" high x 12" deep (depth w/o door).</li> <li>ONE (1) cabinet with single door, 18" wide x 20" high x 12" deep (depth w/o door).</li> <li>Corner spacer, 14.125" wide x 20" high x 14.125" deep.</li> <li>ONE (1) shelf in each cabinet.</li> </ul>
Lower Cabinet Dimensions	<ul style="list-style-type: none"> <li>Overall box dimensions, 29" deep x 36.5" high (plus 4." toe kick).</li> <li>FOUR (4) cabinets with double doors, 30" wide x 30.5" high x 22.5" deep (depth w/o door). Single drawers above, 30" wide X 6" high X 20" deep (depth w/o door).</li> <li>ONE (1) cabinet with double doors, 47" wide x 30.5" high x 22.5" deep (depth w/o door). No drawer above.</li> <li>One (1) shelf in each cabinet.</li> </ul>
<b>WALL #1 - Complete for the Sum of:</b>	
<b>Manufacturer:</b>	\$20,930.00 Kewaunee Scientific
<b>WALL #2(SOUTH):</b>	
Upper Cabinet Dimensions	<ul style="list-style-type: none"> <li>FOUR (4) cabinets with double doors, 30" wide x 20" high x 12" deep (depth w/o door).</li> <li>ONE (1) cabinet with double doors, 22.5" wide x 20" high x 12" deep (depth w/o door).</li> <li>ONE (1) shelf in each cabinet.</li> </ul>
Lower Cabinet Dimensions	<ul style="list-style-type: none"> <li>Overall box dimensions, 29" deep x 36.5" high (plus 4" toe kick).</li> <li>ONE (1) cabinet with single door, 12" wide x 30.5" high x 22.5" deep (depth w/o door). Single drawer above, 12" wide x 6" high x 20" deep (depth w/o door).</li> <li>ONE (1) cabinet with double doors, 24" wide x 30.5" high x 22.5" deep (depth w/o door). Single drawer above, 24" wide x 6" high x 20" deep (depth w/o door).</li> <li>ONE (1) cabinet with double doors, 33.5" wide x 30.5" high x 20" deep (depth w/o door). Single drawer above, 33.5" wide x 6" high x 20" deep (depth w/o door).</li> <li>ONE (1) shelf in each cabinet.</li> </ul>
<b>WALL #2 - Complete for the Sum of:</b>	
<b>Manufacturer:</b>	\$12,804.00 Kewaunee Scientific
<b>ISLAND:</b>	
Island Dimensions	<ul style="list-style-type: none"> <li>SIX (6) sets of double door cabinets, each set with single drawer above. THREE (3) sets of cabinets on each long side of island. One (1) shelf in each cabinet.</li> <li>Overall island cabinet box dimension: 95.5" wide x 32" high (plus 4" toe kick) x 34" deep (depth with doors).</li> <li>SIX (6) cabinets with double doors, 31.5" wide x 26" high x 15.5" deep (depth w/o door). Single drawers above, 31.5" wide x 6" high x 14" deep (depth w/o door).</li> </ul>
<b>Island - Complete for the Sum of:</b>	
<b>Manufacturer:</b>	\$11,905.00 Kewaunee Scientific
<b>COUNTERTOPS:</b>	
Countertop Dimensions	<ul style="list-style-type: none"> <li>Wall #1 (west) dimensions: 246" L x 31" W, with 4" backsplash</li> <li>Wall #2 (south) dimensions: 71" L x 31" W, with 4" backsplash</li> <li>Island dimensions: 96" L x 36" W</li> </ul>
<b>Countertops - Complete for the Sum of:</b>	
<b>Manufacturer:</b>	\$7,100.00 Kewaunee Scientific
<b>Total Sum of Project:</b>	
<b>\$52,739.00</b>	
Option 1: Value Engineer Deduction - Single Bulk Purchase/Installation	
-\$15,500.00	
Option 2: Value Engineer Deduction - All Standard Size 48W Cabinet	
-\$3,500.00	
<b>AUTHORIZED DISTRIBUTOR:</b>	Y or N
<b>WARRANTY:</b>	Y
<b>CONTACT INFORMATION:</b>	10 Years
<b>Name:</b>	Kirk Rukenbrod
<b>24 Hr Phone:</b>	2488547413
<b>Hours of Operation:</b>	M-F 9-5
<b>CAN PROVIDE FINISH SAMPLES:</b>	Y or N
<b>CAN MEET START DATE:</b>	Y
<b>NUMBER OF YEARS OF EXPERIENCE:</b>	87 years
<b>REFERENCES:</b>	Y or N
<b>INSURANCE MET:</b>	Y
<b>PAYMENT TERMS:</b>	Y or N
<b>DELIVERY DATE:</b>	NET 30
<b>EXCEPTIONS:</b>	6/23/2023
	Optional Deduct#1 - \$15,500 deduction from Base Bid if ALL Elevations and Countertops are purchased together in bulk and installed at the same time as specified in Bid Documents
	Optional Deduct#2 - \$3,500 deduction from Base Bid can be offered on the total value of the bid if the design was changed to use standard sized 48W cabinets wherever possible throughout the project
<b>ACKNOWLEDGEMENT SIGNED:</b>	Y or N
<b>ADDENDUM 1 SIGNED:</b>	Y
<b>QUESTIONNAIRE PROVIDED:</b>	Y or N
<b>FORMS:</b>	Y
<b>ATTEST:</b>	Y or N

(\*Bid Opening conducted via a Zoom Meeting)  
Dennis Trantham  
Andrew R. Chambliss  
Laurence Schehr  
Jodi Kolakowski

Emily Frontera  
 Purchasing Manager