



February 7, 2020

Council Meeting of February 18, 2020
Subject: Bid Award – Cemetery Building Remodel

The Honorable Mayor
and
Members of the City Council

Ladies and Gentlemen:

Three bids were received on February 4 for the remodeling of the cemetery office building. All bids were found to be in order and meeting specifications. The bids are as follows:

Chandonnet Builders Muskegon, MI	\$10,980.00
Pel Construction, LLC Grand Rapids, MI	\$22,083.94
Muskegon Quality Builders Muskegon, MI	\$27,300.00

Funds in the amount of \$13,000 are appropriated in the FY-20 budget for this project from the Capital Improvement Fund, which will then be reimbursed by the Cemetery Fund.

Adoption of the attached resolution will award for the cemetery office building remodel to the low bidder, Chandonnet Builders, of Muskegon, MI, in the amount of \$10,980.

Respectfully submitted,

Mark C. Meyers
City Administrator

GAB/SR

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

RESOLUTION

WHEREAS, three bids were received for the cemetery building remodel, and

WHEREAS, the bids were found to be in order and meet City specifications,

NOW, THEREFORE, BE IT RESOLVED that the bid for the cemetery building remodel is awarded to the low bidder, Chandonnet Builders, of Muskegon, MI in the amount of \$10,980.

At a regular meeting of the City Council of the City of Norton Shores, held at the Norton Shores Branch Library, 705 Seminole Road, on the 18th day of February 2020, the foregoing resolution was moved for adoption by Council Member. The motion was supported by Council Member.

Ayes:

Nays:

Resolution declared adopted/denied.

Shelly Stibitz, City Clerk



Internal Memo

February 7, 2020

TO: Mark C. Meyers, City Administrator
FROM: Gerald Bartoszek, Public Works Director **GAB**
RE: Cemetery Building Remodel – Bid Award

Bids were received on February 4 for the remodeling of the cemetery office building. The remodeling work consists of new siding, fascia, soffit, entry doors, and enlarging the garage door opening and installing a new garage door.

Three bids were received; they are as follows:

Chandonnet Builders Muskegon, MI	\$10,980
Pel Construction, LLC Grand Rapids, MI	\$22,083.94
Muskegon Quality Builders Muskegon, MI	\$27,300

All bids were found to be in order and in compliance with City specifications. The FY-2020 budget includes an allocation of \$13,000 in the Capital Improvement Program for this project. The Cemetery Fund will reimburse the Capital Improvement fund for the work completed.

It is recommended to award the project at the February 18, 2020 Council meeting to the low bidder, Chandonnet Builders, with a bid of \$10,980.

Please contact me if you have any questions or concerns.

GAB/sr