



July 21, 2020

Council Meeting of July 28, 2020

Subject: Bid Award - City Hall, Library, Fire Station #2 -
Roof Replacement

The Honorable Mayor
and
Members of the City Council

Ladies and Gentlemen:

A bid letting was held on July 14, 2020 to replace the roofs on City Hall, the Library, and Fire Station #2. Four bids were received that met or exceeded City specifications. The bids are as follows:

| | City Hall | Fire Station #2 | Library |
|---|------------------|------------------|------------------|
| Certified Building Solution Muskegon, MI | \$552,568 | \$145,383 | \$256,873 |
| Hoekstra Roofing Kalamazoo, MI | \$406,885 | \$139,691 | \$240,293 |
| Ostrander Roofing Belding, MI | \$451,439 | \$125,026 | \$256,280 |
| Vandoor Roofing Elk Grove Village, IL | \$481,007 | \$123,909 | \$174,846 |

Funds in the amount of \$320,000 were appropriated in the FY-21 Capital Improvement Program to replace the roofs on City Hall and the Library. The remaining \$261,731 will be covered by a loan from the Local Improvement Revolving fund. Funds in the amount of \$55,500 were budgeted for Fire Station #2 in the FY-21 Community Development Block Grant (CDBG) fund, the remaining \$68,409 will be covered using fund balance from the CDBG fund.

Adoption of the attached resolution will award the contract for roof replacement for City Hall to the low bidder, Hoekstra Roofing, of Kalamazoo, MI, in the amount of \$406,885 and to Vandoor Roofing, of Elk Grove Village, IL in the amount of \$298,755 to replace the Library and Fire Station #2 roofs. Adoption of the attached resolution will also provide for a budget revision of \$330,140 in the FY-21 budget.

Respectfully submitted,

Mark C. Meyers
City Administrator

JRM/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, bids were received for the City Hall, Library and Fire Station #2 roof replacement, and

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

NOW, THEREFORE, BE IT RESOLVED that City Council authorizes the bid award for roof replacement for City Hall to the low bidder, Hoekstra Roofing of Kalamazoo, MI in the amount of \$406,885 and to Vandoor Roofing of Elk Grove Village, IL in the amount of \$298,755 to replace the roofs on the Library and Fire Station #2 and a revision to the FY-21 Local Improvement Revolving fund in the amount of \$261,731 and the Community Development Block Grant fund in the amount of \$68,409 is approved.

At a special meeting of the City Council of the City of Norton Shores, held remotely, on the 28th day of July, 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

July 21, 2020

TO: Mark Myers, City Administrator

FROM: Jim Murphy, Director of Work Works 

SUBJECT: Roof Replacement – City Hall, Fire Station #2 and Library, Bids Recommendation

At the June 2, 2020, regular meeting, City Council authorized solicitation of bids for the replacement of the roofs on City Hall, Fire Station #2 and the Library. A mandatory pre-bid meeting was held and bids were accepted from four of the contractors who attended the bid opening on July 14, 2020. Please see the attached letter from the Garland Company, Inc. regarding the break down of the submitted bids.

After reviewing the four bids, and based on our conversation, and Garland Company, Inc. letter of recommendation, it is my recommendation to award the roofing contract for City Hall to Hoekstra Roofing for the bid amount of \$406,885 and the roofing contract for the Fire Station #2 and Library to Vandoorn Roofing at the bid amount of \$304,855. The Vandoorn Roofing award provides a discount of \$6,100 for multiple buildings, giving a final adjusted amount of \$298,755.

The total cost of services for the replacement of the roofs at all three buildings is \$705,640.

A break down of the totals of four (4) bids were received are as follows:

| <u>Company:</u> | <u>City Hall:</u> | <u>Fire Station #2:</u> | <u>Library:</u> |
|--|-------------------|-------------------------|------------------|
| Certified Building Solution: Muskegon, MI | \$552,568 | \$145,383 | \$256,873 |
| Hoekstra Roofing: Kalamazoo, MI | \$406,885 | \$139,691 | \$240,293 |
| Ostrander Roofing: Belding, MI | \$451,439 | \$125,026 | \$256,280 |
| Vandoorn Roofing: Elk Grove Village, IL | \$481,007 | \$123,909 | \$174,846 |

The project is included in the FY-2021 budget but is more than what was originally budgeted. The above costs for the two roofs at City Hall and Library are \$581,731. The current budget for these two roofs is \$320,000 out of the Capital Improvement Program leaving a shortfall of \$261,731. After speaking with the City Administrator and Finance Director, it is requested that this amount be covered by a loan from the Local Improvement Revolving Fund and be paid back over a determined number of years.

The roof for Fire Station #2 is included in the FY-2021 budget but is more than what was originally budgeted. The cost for that roof is \$123,909 and is greater than the current budgeted amount of \$55,500 out of the Community Development Block Grant (CDBG) fund, leaving a shortfall of \$68,409. After speaking with the City Administrator and Finance Director, it is requested that this amount be covered using the fund balance from the CDBG fund.

The work is scheduled to be completed early this fall to accommodate the future placement of solar panels at City Hall.

Per our conversation, I request that this matter be brought before the City Council for their consideration in a special session before the work session on July 28, 2020.

JRM/sr



since 1895

THE GARLAND COMPANY, INC.

HIGH PERFORMANCE ROOFING AND FLOORING SYSTEMS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197

PHONE: (216) 641-7500 • FAX: (216) 641-0633

NATIONWIDE: 1-800-321-9336

July 14, 2020

TJ Morris / Ian Mattoon

The Garland Company

(616) 502-6817

tmorris@garlandind.com

www.garlandco.com

2020 City of Norton Shores Roofing Bids Recommendation

Attn: To Whom It May Concern

Thank you again for allowing The Garland Company the opportunity to assist the City of Norton Shores with the 2020 Roofing Projects in conjunction with the Solar agreement that is in place with Chart House Energy.

It has been our goal in working with the City of Norton Shores Facilities Department to provide the best roofing solution that will keep the buildings leak free for many years to come. While this was the main goal, we also collaborated with Chart House Energy in terms of their Solar design to help ensure that the City will not have to worry about their roofing needs for at least 30-years.

Bids were received on the morning of July 14, 2020, after a 2-week bidding period. Four contractors submitted bids for all three buildings. We have compiled all of the bidding information into a bid tabulation form and have reviewed it, in order to provide the City of Norton Shores with what we believe is the best solution option moving forward to achieve all of the goals that the Facility Department stated they had at the beginning of this process.

Bids were received on the following buildings:

- City Hall
- Fire Station #2
- Library

After review, it is in our professional opinion that to make these projects run smoothly and as efficiently as possible over the coming months, the City of Norton Shores award the bids to the following contractors:

- | | |
|--------------------|------------------|
| - City Hall: | Hoekstra Roofing |
| - Fire Station #2: | Vandoorn Roofing |
| - Library: | Vandoorn Roofing |

By contracting with two different contractors for the 3 projects, this will help ensure each building gets the full attention and best workmanship. It is also going to help with completely the projects within the

timelines that were set in place to allow Solar to be installed starting August 31 at both the Fire Station #2 and City Hall.

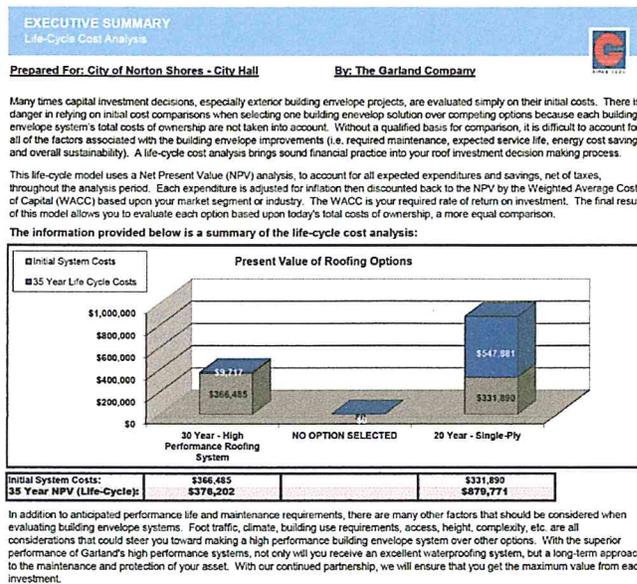
Below is the bid breakdown with Hoekstra Roofing and Vandoorn Roofing's bids:

| | | |
|--------------------|------------------|-----------|
| - City Hall: | Hoekstra Roofing | \$406,885 |
| - Fire Station #2: | Vandoorn Roofing | \$126,509 |
| - Library: | Vandoorn Roofing | \$178,346 |
| - Total: | | \$711,740 |

Because Vandoorn Roofing would be awarded 2 building locations, the multiple building deduct would come in play, which would discount their bids by \$6,100. Taking this into account, the updated bid breakdown is as follows:

| | | |
|--------------------|------------------|-----------|
| - City Hall: | Hoekstra Roofing | \$406,885 |
| - Fire Station #2: | Vandoorn Roofing | \$123,909 |
| - Library: | Vandoorn Roofing | \$174,846 |
| - Total: | | \$705,640 |

It would be our recommendation that the City of Norton Shores chose to install a 30-year 2-Ply Modified Bitumen system on Sections #3 - #8 at City Hall as opposed to the 20-year Single-Ply EPDM membrane because of the overall savings they would get with the 10 extra years of warranty. By spending the extra \$25,016 in 2020, it is going to provide the City of Norton Shores an overall savings of \$503,569 over the course of 35-years. We have included the cost analysis to show these savings.



Please feel free to ask us any questions that you may have when reviewing not only the bid tabulation form, but also during review of this recommendation.

Sincerely,

TJ Morris / Ian Mattoon

EXECUTIVE SUMMARY

Life-Cycle Cost Analysis



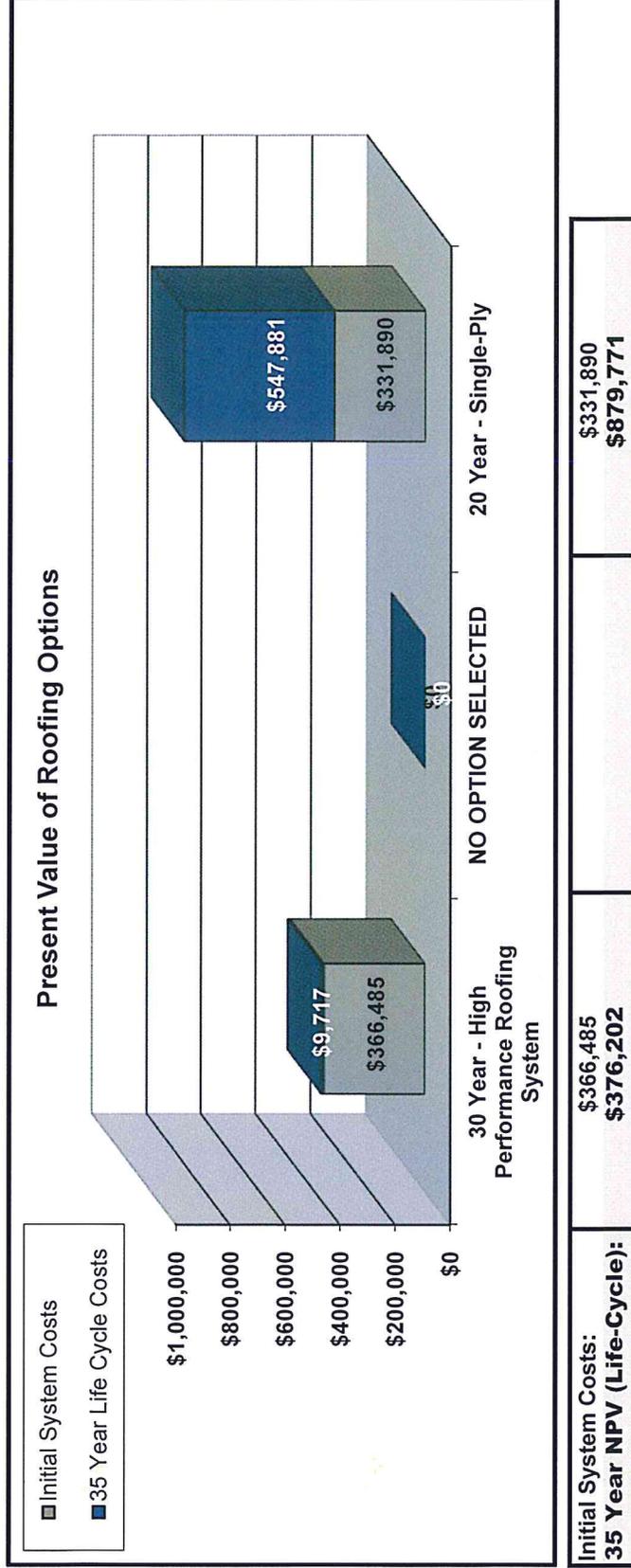
Prepared For: City of Norton Shores - City Hall

By: The Garland Company

Many times capital investment decisions, especially exterior building envelope projects, are evaluated simply on their initial costs. There is danger in relying on initial cost comparisons when selecting one building envelope solution over competing options because each building envelope system's total costs of ownership are not taken into account. Without a qualified basis for comparison, it is difficult to account for all of the factors associated with the building envelope improvements (i.e. required maintenance, expected service life, energy cost savings and overall sustainability). A life-cycle cost analysis brings sound financial practice into your roof investment decision making process.

This life-cycle model uses a Net Present Value (NPV) analysis, to account for all expected expenditures and savings, net of taxes, throughout the analysis period. Each expenditure is adjusted for inflation then discounted back to the NPV by the Weighted Average Cost of Capital (WACC) based upon your market segment or industry. The WACC is your required rate of return on investment. The final result of this model allows you to evaluate each option based upon today's total costs of ownership, a more equal comparison.

The information provided below is a summary of the life-cycle cost analysis:



In addition to anticipated performance life and maintenance requirements, there are many other factors that should be considered when evaluating building envelope systems. Foot traffic, climate, building use requirements, access, height, complexity, etc. are all considerations that could steer you toward making a high performance building envelope system over other options. With the superior performance of Garland's high performance systems, not only will you receive an excellent waterproofing system, but a long-term approach to the maintenance and protection of your asset. With our continued partnership, we will ensure that you get the maximum value from each investment.