

A special meeting of the City Commission was held in the Commission Room of the City-County building, 325 Court Street, Sault Ste. Marie, Michigan on Monday, April 11, 2011 at 12:00 p.m.

The meeting was called to order by Mayor Bosbous

Present: Mayor Bosbous, Commissioner Burton, Gerrie (arrived at 12:10 p.m.), Lynn, Munsell and Stefanski

Absent: Commissioner Bauer

Also Present: City Manager Nebel, City Clerk Robin R. Troyer, and City Engineer Linda Basista

Moved by Commissioner Munsell, supported by Commissioner Stefanski

That the absence of Commissioner Bauer be excused.

Motion carried unanimously.

#### **AWARD OF BIDS FOR FEDERAL BUILDING FURNITURE:**

On March 31, 2011, 5 bids were received for providing furniture for the Federal Building. An allowance of \$75,000 was set up in the project budget for these purchases \$6,900 was authorized for the development of bids and specifications for this purchase. The furniture being purchased will generally be placed in the more visible locations within the Federal Building with the better quality existing furniture being used where appropriate throughout this structure. This includes the City Commission Chambers, conference rooms, and most of the more public office locations.

The basis for the design and specifications for the furnishings was to identify specific products that are commercially available with the provision that a vendor could easily substitute comparable items. The style will be consistent through all offices where new furniture is being purchased with that style being appropriate for a building such as the Federal Building.

With this type of purchase, it is impossible to have a clear “apples to apples” comparison of the furniture being proposed, since different vendors work with different manufacturers for these types of purchases. There is always significant potential for different vendors to make various claims of what furniture will work the best for the City. An addendum to the bid was issued on March 22<sup>nd</sup> that clarified several questions from prospective bidders. As a result of the addendum, a request for an extension in time to respond was requested and granted as well.

An internal committee reviewed the bids received with Luanne Nemitz of Cornerstone. It was decided that the overall bids from Work Squared and Interphase Interiors Products, both of Traverse City, Michigan, were significantly higher than those

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of National Office Products and Sault Printing of Sault Ste. Marie and Custer Workplace Interiors of Grand Rapids (with a local sales and installation presence in Sault Ste. Marie).

As a result of follow-up on the bids to clarify various offerings and pricing of items, the committee is recommending that the bids be awarded in accordance with the recommended column on the attached bid sheet to National Office Products, Sault Printing, and Custer for the various purchases.

In addition, City Manager Nebel recommended that the City purchase the Flat Print Storage Unit for the Building Department as part of this purchase (it is a request in the 2011-12 Budget under Equipment Purchases) with the lowest price being \$2,568.17 from Custer Workplace Interiors.

Discussion ensued concerns regarding the local account representative assigned to the Custer Workplace Interiors account.

Moved by Commissioner Munsell, supported by Commissioner Stefanski

That the City Commission authorize award of furniture bid to Custer Workplace Interiors conditioned upon a different sales representative being assigned to the account.

Denied:       Yeas: Commissioner Munsell and Stefanski  
                  Nays: Mayor Bosbous, Commissioner Burton, Gerrie, and Lynn

Moved by Commissioner Lynn, supported by Commissioner Gerrie

That the City Commission authorize the purchases of items as outlined in the attached spreadsheet from National Office Products (\$48,376.25), Sault Printing (\$8,594.99), and Custer Workplace Interiors (\$ 8,844.34).

Carried:       Yeas: Commissioner Burton, Gerrie, Lynn, Munsell, Stefanski, and  
                  Mayor Bosbous  
                  Nays: None

Moved by Commissioner Lynn, supported by Commissioner Gerrie

That the City Commission authorize an appropriation from Contingency in an amount sufficient to purchase Flat Print Storage Files for the Building Department at this time.

Carried:       Yeas: Commissioner Gerrie, Lynn, Munsell, Stefanski, Mayor  
                  Bosbous, and Commissioner Bauer  
                  Nays: None

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Moved by Commissioner Lynn, supported by Commissioner Burton

That the meeting adjourn at 12:20 p.m.

Motion carried unanimously.

**ANTHONY G. BOSBOUS, MAYOR      ROBIN R. TROYER, CITY CLERK**

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