

**QUEENS LIBRARY**  
**BUILDINGS AND GROUNDS COMMITTEE**  
**THURSDAY, FEBRUARY 22, 2018**

Central Library  
89-11 Merrick Blvd., Jamaica, NY 11432

**AGENDA**

**6:00 PM BUILDINGS AND GROUNDS COMMITTEE REGULAR MEETING**

**I. Call to Order**

**II. Agenda Action Items**

1. 1675 : Furniture and Shelving for the Hunters Point Community Library - Contract Authorization (ID # 1675)

**III. Agenda Report Items**

1. Buildings (ID # 1680)

**IV. Adjournment**

1. Motion to Adjourn (ID # 1670)

## Queens Library Board/Committee Item

*BOARD/COMMITTEE:* Buildings and Grounds Committee

*DATE OF MEETING:* February 22, 2018

*ITEM ID #:* 1675

*AGENDA:* Furniture and Shelving for the Hunters Point Community Library  
Contract Authorization

### **Background:**

This is an action item seeking approval from the Queens Borough Public Library's Board of Trustees to enter into contracts with Waldners Business Environments ("Waldners"), W.B. Mason Co. Inc. ("W.B. Mason") and Office Resources, Inc. ("ORI") to purchase furniture and shelving for the Hunters Point Community Library. The Board's approval is required pursuant to the Library's Purchasing Policy, which states, in pertinent part, that purchases of furniture at a price in excess of \$20,000 for the total order may be awarded only after soliciting sealed competitive bids and that all purchases that require competitive bidding must be approved by the Board of Trustees.

The Hunters Point Community Library is a new building currently being constructed at 47-40 Center Blvd., LIC, NY. It is anticipated that this library will open to the public in early 2019. The library is a six story concrete building, slab on grade with open floor plates, atrium, and sweeping views of Manhattan and Queens as one moves through the library. This library will be prominently featured within the city scape fabric of NY State's Gantry Park along the eastern bank of the East River. The new 21,880 square foot library was designed by Steven Holl Architects and received an Excellence in Design Award in 2011 from the Public Design Commission. The project is anticipated to achieve LEED Silver certification and will have state of the art technology. The procurement of new furniture and shelving is needed to complete the project and outfit the building before opening.

### **Current Status:**

The Library issued a sealed competitive bid, Invitation to Bid# 1217-2, which was advertised in the New York City Record, BidNet and New York State Contract Reporter, posted on the Library's website, and notification of the solicitation was sent to over two hundred and fifty (250) firms on the Library's internal bidders' list, including two hundred and eleven (211) NYS

certified M/WBE firms and forty-two (42) NYC certified M/WBE firms. The solicitation sought bids on two (2) separate scopes as follows: (A) seating, tables, storage/accessories, cabinetry and lockers from various manufacturers; and (B) Montel Aetnastak shelving. Each scope included pricing for delivery and installation. The solicitation permitted vendors to offer substitutions for specified items, which were subject to the Library's sole discretion to approve as being equivalent to the items specified. The Library also retained the right to make multiple awards, if doing so is in the Library's best interest. Five (5) vendors responded to the solicitation and submitted bids as outlined in the tables below:

Scope A (seating, tables, storage/accessories, cabinetry, and lockers from various manufacturers):

<b>Firm</b>	<b>M/WBE</b>	<b>Bid Amount</b>
W.B. Mason Co. Inc.		\$216,693.42
EvensonBest LLC		\$254,792.33
Office Resources, Inc.		\$259,116.49
Office Delta Inc.	Women's Business Enterprise National Council certified WBE ( <i>not NYS or NYC certified</i> )	\$288,277.36
Waldners Business Environments	NYS and NYC WBE	\$326,743.49

Scope B (Montel Aetnastak shelving):

<b>Firm</b>	<b>M/WBE</b>	<b>Bid Amount</b>
W.B. Mason Co. Inc.		\$89,925.83
Waldners Business Environments	NYS and NYC WBE	\$121,115.41
Office Resources, Inc.		\$121,822.10
Office Delta Inc.	Women's Business Enterprise National Council certified WBE ( <i>not NYS or NYC certified</i> )	\$129,256.94
EvensonBest LLC		\$139,071.95

W.B. Mason was the lowest bidder for Scope A, and while it provided pricing for all thirty-six line items of furniture, it did offer substitutions for four line items specifying certain items of Knoll Brand furniture. The Library's Capital Projects Management staff, in consultation with DDC's architect, Steven Holl Architects, determined that the proposed substitutions were not of the same quality and thus not equivalent to the Knoll Brand furniture specified in the bid.

W.B. Mason's pricing, removing the four Knoll Brand items, is \$191,023.94. The pricing for the Knoll Brand furniture for each other bidder is as follows:

<b>Firm</b>	<b>M/WBE</b>	<b>Knoll Bid Amount</b>
EvensonBest LLC		\$74,765.49
Office Resources, Inc.		\$56,466.77
Office Delta Inc.	Women's Business Enterprise National Council certified WBE (not NYS or NYC certified)	\$76,888.59
Waldners Business Environments	NYS and NYC WBE	*\$86,189.37 * Proposed Knoll alternate line item

Awarding the Knoll portion of the bid to ORI, in the amount of \$56,466.77, and the remaining furniture to W.B. Mason results in a total Scope A furniture purchase in the amount of \$247,490.71, which is lower than the second lowest bid for the entire Scope. It should also be noted that all the remaining bidders included conditional pricing, omitted certain items and/ or proposed substitutions.

W.B. Mason is a new furniture vendor to the Library for a large scale project. The Library has utilized W.B. Mason for small purchases for furniture and office supplies and it has performed well. W.B. Mason has provided the NYC Department of Education with over \$8 million in furniture since 2014 and is listed in the NYC PASSport system (the successor to VENDEX) without any cautions. Additionally, W.B. Mason's completed Vendor Responsibility Questionnaire in response to the bid did not disclose any performance or integrity issues. A reference from the City of Bridgeport, Connecticut indicated that W.B. Mason has been a vendor which has been awarded many school projects, including one for \$1.2 million, and that it has consistently performed very well. A reference from the University of New Haven stated that W.B. Mason has been providing furniture to the University for the last seven years (the last two exclusively) totaling several millions of dollars and that the University has been extremely satisfied with its performance.

ORI has provided and continues to provide quality goods and services to the Library. It was the vendor which provided furniture and shelving at the Elmhurst Library and furniture for Kew Gardens Hills Library. In its dealings with the Library, ORI has been fully responsive and has

provided all contractually-required services in a timely fashion. ORI's Vendor Responsibility Questionnaire to the Library did not disclose any performance or integrity issues.

Five bids were received for Scope B. W.B. Mason submitted the lowest bid. However, it proposed substitutions for all items and the Library's Capital Projects Management staff, in consultation with Steven Holl Architects, determined that the proposed substitutions were not of the same quality and thus not equivalent to the shelving specified in the bid. Accordingly, W.B. Mason's bid for Scope B was rejected.

The next lowest bid was from Waldners and was deemed responsive. Waldners has provided and continues to provide quality goods and services to the Library and most recently provided the shelving at the Kew Gardens Hills Library. In its dealings with the Library, Waldners has been fully responsive and has provided all contractually-required services in a timely fashion. Waldners is listed in the NYC PASSport system without any cautions and submitted an acceptable Vendor Responsibility Questionnaire in response to the bid, neither of which discloses any performance or integrity issues. Moreover, Waldners has provided approximately \$2 million worth of goods and services to various City agencies and entities.

**Recommended Motion for Consideration by the Buildings and Grounds Committee:**

*I move that the Buildings and Grounds Committee recommend to the Board of Trustees that the Library's President and CEO be authorized to execute a contract with W.B. Mason Co. Inc. in the amount of \$191,023.94, Office Resources, Inc. in the amount of \$56,466.77 and Waldners Business Environments in the amount of \$121,115.41 to provide, deliver and install furniture and/or shelving to the Hunters Point Community Library, as described above.*

## Queens Library Board/Committee Item

*BOARD/COMMITTEE:* Buildings and Grounds Committee

*DATE OF MEETING:* February 22, 2018

*ITEM ID #:* 1680

*AGENDA:* Buildings

### Current Status:

Maintenance, repair or renovation purchases awarded between January 1, 2018 and January 31, 2018 in excess of \$5,000 are provided below for informational purposes. Approved procurement procedures were executed in accordance with the Library's Purchasing Policy, including all items purchased by utilizing Board of Trustees approved Requirements Contracts, Government Requirements Contracts, competitive quotations or in response to emergency conditions as a matter of health and safety.

Bay Terrace	SCC Construction Management Group was issued a Statement of Work ("SOW"), under its requirements contract for owner's representative services, to provide such services for the planned interior and exterior renovation project.	\$120,000
Richmond Hill	JC Broderick and Associates Inc. was issued an SOW, under its requirements contract for environmental consulting and testing services, to conduct an asbestos survey investigation relating to the planned branch renovation project.	\$7,396
Flushing	Vertiv Services, Inc. was issued a purchase order, under its contract, to perform quarterly and annual maintenance services to the Library's power supply system.	\$12,039
Central	Safeway Fire and Protection Company entered into an agreement to perform fire alarm installation and programming services at Central Library.	\$9,850

Central EIA Data Com, Inc. entered into an agreement to install data cables and terminations for the Cafeteria project.

\$7,506

Central Renu Contracting and Restoration Inc, has been issued the following change orders for its work on the Cafeteria project:

1. Revised Mechanical, Electrical, and Plumbing (“MEP”) scope of work (SOW) in accordance with NYCDOB and FDNY approved drawings. - \$214,172.68
2. Revised precipitator scope of work (SOW) to accommodate Ansul fire suppression system and related components. - \$86,573.76
3. Revised Mechanical, Electrical, and Plumbing scope of work (SOW). - \$50,839.51
4. Revised Mechanical, Electrical, and Plumbing scope of work (SOW) to accommodate autonomous Building Management System (BMS). - \$21,289.32
5. Revised Mechanical, Electrical, and Plumbing (MEP) scope of work (SOW) to include air handler controls compatible with revised Building Management System (BMS). - \$5,865.74
6. Revised electrical scope of work to include re-routing electrical panel feed due to existing conditions- \$11,608.97

Total cost of above change orders:	\$390,349.98
Original contract amount:	\$1,584,901.00
All change order costs to date:	\$406,099.22
Total project amount with change orders:	\$1,991,000.22

## Queens Library Board/Committee Item

*BOARD/COMMITTEE:* Buildings and Grounds Committee

*DATE OF MEETING:* February 22, 2018

*ITEM ID #:* 1670

*AGENDA:* Motion to Adjourn

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**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*