

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	May 19, 2014
	Agenda Item No.	24C
	Roll Call No.	<u>14-0765</u>
	Communication No.	<u>14-236</u>
	Submitted by:	Jeb E. Brewer, P.E., City Engineer

AGENDA HEADING:

Approving purchase of storage shelving and cabinets, including installation from Office Systems Division, Inc., dba OSDI – Spacesaver, to be installed in the Municipal Service Center (MSC)-Phase 1.

SYNOPSIS:

Recommend approval of the purchase of storage shelving and cabinets, including installation from Office Systems Division, Inc. dba OSDI – Spacesaver, 1615 2nd Avenue, Des Moines, Iowa, 50314, N. Dean Sandstoe, President, per Spacesaver National Point Powers Alliance (NJPA) #052910-KII, for MSC-Phase 1. The items are needed to replace existing fixed equipment or items that are at the end of their useful life.

FISCAL IMPACT:

Amount: \$128,783.42

Funding Source: 2014-2015 Capital Improvement Program (CIP), Page Municipal Building Improvements-9, Municipal Services Center, BL124

ADDITIONAL INFORMATION:

The construction of the MSC-Phase 1 is anticipated to be completed by July 2014. The new facility replaces the existing Park and Recreation Department facilities at 3226 University Avenue and the Lomar Building on Scott Avenue; the Traffic and Transportation Signal Shop at S.E. 20th Street and Scott; the Sign Shop, the Engineering Department Survey Shop, and the Materials Lab housed at S.E. 4th Street. The new facility will provide better working conditions for divisions that are scattered in outdated facilities throughout the City. Some of the existing facilities are being displaced by the Southeast Connector roadway project and the expansion of Kemin Industries. The shelving and cabinets for the new MSC facility shops and storage areas will provide better space and equipment management and were planned as part of the original project.

The steel material used in the construction of the units contains an average of 75% recycled content. The products meet the Indoor Advantage Gold™ Certification by Scientific Certification Systems, Inc. (SCS).

Municipal Code Section 2-726(f) provides for the procurement of goods and/or services from contracts that have been competitively established through the Western States Contracting Alliance and other cooperative contracting consortiums for state government departments, institutions, agencies and

political subdivisions, without conforming to the competitive bidding requirements of the Procurement Division.

PREVIOUS COUNCIL ACTION(S):

Date: April 8, 2013

Roll Call Number: [13-0609](#) and [13-0610](#)

Action: [On](#) Municipal Service Center - Phase 1: Resolution approving plans, specifications, form of contract documents, engineer's estimate and designating lowest responsible bidder as Neumann Brothers, Inc., (Marshall G. Linn III, President), \$15,005,900. ([Council Communication No. 13-182](#)) Moved by Meyer to adopt. Motion Carried 7-0.

(A) [Approval](#) of contract and bond, and permission to sublet. Moved by Meyer to adopt. Motion Carried 7-0.

Date: March 26, 2012

Roll Call Number: [12-0496](#)

Action: [Approving](#) Memorandum of Understanding with Iowa Department of Transportation (IDOT) for functional replacement of Parks Service Center and Public Works Yard. ([Council Communication No. 12-131](#)) Moved by Meyer to adopt. Motion Carried 7-0.

Date: March 26, 2012

Roll Call Number: [12-0497](#)

Action: [Approving](#) Professional Services Agreement with Neumann Monson Architects for design and construction phase services for the Municipal Services Center – Phase 1, not to exceed \$1,098,000. ([Council Communication No. 12-134](#)) Moved by Meyer to adopt. Motion Carried 7-0.

Date: December 19, 2011

Roll Call Number: [11-2153](#)

Action: [Municipal](#) Services Center Master Plan and authorizing the City Manager to proceed with an RFP for design and construction services for Phase 1 of the project and directing staff to prepare the PUD Conceptual Plan and initiate the rezoning. ([Council Communication No. 11-770](#)) Moved by Meyer to adopt. Motion Carried 7-0.

Date: July 25, 2011

Roll Call Number: [11-1323](#)

Action: [Resolution](#) approving components of the Executive Summary of the Draft Municipal Services Center Master Plan, and directing the City Manager to proceed with specific actions to advance the Municipal Services Center Project. Moved by Moore to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Future purchase of additional furnishings and equipment.

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