Council Meeting: May 21, 2013

SUBJECT: Award of Contract for Floor Covering and Wall Carpet Removal and Replacement at the Department of Public Safety Building (F13-48)

BACKGROUND
Approval is requested to award a contract to G & S Carpet Mills of Pomona, California in an amount not-to-exceed $97,000 for floor covering and wall carpet removal and replacement at the Department of Public Safety building. Approval is also requested for a 20% contingency in the amount of $19,400.

DISCUSSION
The floor covering and wall carpet in the Department of Public Safety building were installed when the building was constructed more than twenty-five years ago. Although the building is the newest of the permanent Civic Center campus buildings and is in overall good condition, the floor coverings and wall carpet have far exceeded their useful life. In many areas, seams have had to be taped together, creating a potential safety issue, and the carpet cannot be cleaned properly due to wear and age. The requested 20% contingency, though higher than the customary 10%-15%, would be used if necessary to correct any wall damage or floor cracks that have developed since the building was constructed and which cannot be leveled with leveling compound. It is likely that these types of situations will be encountered.

The floor coverings to be replaced consist of approximately 15,500 square feet of carpet in the office, locker room, and library areas, and approximately 3,435 square feet of vinyl composition tile in the first and second floor hallways, patrol briefing room, and the entries to the locker rooms and restrooms. The existing wall carpet in the first and second floor hallways will also be replaced.

Bid specifications were prepared by the Department of Public Works Facility Maintenance Division and Purchasing staff. Invitation for Bids (IFB) No. F13-48 was broadcast to potential suppliers through the City’s Onvia DemandStar public procurement network.

Sealed bids were received and publicly opened on March 22, 2013. Four bids were received, as follows:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>G &amp; S Carpet Mills, Pomona, CA</td>
<td>$ 97,000</td>
</tr>
<tr>
<td>Interiors &amp; Textiles, Mountain View, CA</td>
<td>$106,000</td>
</tr>
</tbody>
</table>
Continental Flooring Co., Scottsdale, AZ $105,341
ProSpectra Contract Flooring, Union City, CA* $114,450

*This bidder did not attend the mandatory pre-bid walkthrough and was therefore deemed non-responsive.

Staff has determined that the products and removal and installation services offered by G & S Carpet Mills meet City specifications, and recommends that the contract be awarded to that firm as the lowest responsive and responsible bidder.

**FISCAL IMPACT**
Funds for removal and replacement of the floor covering and wall carpet are included in the Facility Maintenance Division’s equipment replacement budget.

**PUBLIC CONTACT**
Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City’s Web site.

**RECOMMENDATION**
It is recommended that Council:
1. Award a contract, in substantially the same form as the attached draft purchase order, in the amount of $97,000 to G & S Carpet Mills and;
2. Approve a 20% contingency in the amount of $19,400.

Reviewed by:

Grace K. Leung, Director of Finance
Prepared by: Pete Gonda, Purchasing Officer

Reviewed by:

Kent Steffens, Director of Public Works

Approved by:

Gary M. Luebbers
City Manager

**Attachments**
A. Draft Purchase Order
B. Bid Summary
**ORDERED FROM**

20295 - 001

G&S Carpet Mills Inc  
3205 Pomona Blvd  
Pomona CA 91768

---

**BILL TO:**  
City of Sunnyvale  
Finance Department  
Accounts Payable  
PO Box 3707  
Sunnyvale, CA 94088-3707

---

**ORDER DATE**  
05/01/2013

**DEVELOY DATE**  
06/30/2013

**PAYMENT TERMS**  
N/30

---

**ITEM** | **DESCRIPTION** | **QTY** | **UNIT** | **UNIT COST** | **TOTAL**
---|---|---|---|---|---
1 | Remove and replace floor covering and wall carpet in the Department of Public Safety Building in accordance with the specifications, terms and conditions of Invitation for Bids No. F13-48 and vendor's response, attached and incorporated by reference. | 97000.00 | DLR | $1.0000 | $97,000.00
2 | 20% Contingency  
Awarded by Council 5/21/2013, RTC No. __________ | 19400.00 | DLR | $1.0000 | $19,400.00

---

**BUYER:**  
Dietz, Noel

**PHONE** (408) 730-7399  
**FAX** (408) 730-7710

---

**REQUISITIONER:**  
NDIETZ

**FOB POINT:**  
DPW/Ops - Facilities Maintenance

**REQUISITION CODE(S):**  
020600 5110  
$116,400.00

---

**CHARGE/OBJ CODE(S):**  
020600 5110

---

**TOTAL**  
$116,400.00

**Amount does not reflect applicable taxes.**
## Bid Abstract

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Vendor</th>
<th>Address</th>
<th>Phone</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Remove and replace floor covering and wall carpet</td>
<td>1</td>
<td>LOT</td>
<td>G &amp; S Carpet Mills Inc.</td>
<td>3205 Pomona Blvd. Pomona, CA 91768</td>
<td>909-468-5600</td>
<td>Ali Gorginfar</td>
</tr>
<tr>
<td></td>
<td></td>
<td>96,000.00</td>
<td>101,500.00</td>
<td>Interiors &amp; Textiles</td>
<td>1400 N. Shoreline Blvd., Ste. B-1 Mountain View, CA 94043</td>
<td>650-493-1700</td>
<td>Fredric Wee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>104,444.00</td>
<td>110,500.00</td>
<td>Continental Flooring Co.</td>
<td>9319 N 94th Wy., Ste. 1000 Scottsdale, AZ 85258</td>
<td>800-825-12221</td>
<td>Christopher Coleman</td>
</tr>
<tr>
<td></td>
<td></td>
<td>110,500.00</td>
<td></td>
<td>ProSpectra Contract Flooring</td>
<td>4017 Whipple Rd. Union City, CA 94587</td>
<td>510-477-7954</td>
<td>Ben Tower</td>
</tr>
<tr>
<td>2</td>
<td>Additive alternate - remove and replace carpet for rolling file platform</td>
<td>1</td>
<td>LOT</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,000.00</td>
<td>4,500.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>897.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3,950.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Carpets offered: Shaw Commercial Embark ST040, Shaw Patcraft, As Specified

**Shaw Contract Catalyst**

Did not attend pre-bid walkthrough.