

**QUEENS LIBRARY
BUILDINGS AND GROUNDS COMMITTEE
THURSDAY, DECEMBER 19, 2019**

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 Item(s)

1. System-Wide Sewer & Drainage Services Requirements Contract (ID # 2139)

Report(s)

2. Purchases Over \$5K Report - November 2019 (ID # 2131)
3. Purchases Over \$5K Report - October 2019 (ID # 2130)

III. ADJOURNMENT

1. Motion to Adjourn (ID # 2129)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings and Grounds Committee

DATE OF MEETING: December 19, 2019

ITEM ID #: 2139

AGENDA: System-Wide Sewer & Drainage Services Requirements Contract

Background:

This is an action item seeking approval from the Queens Borough Public Library's Board of Trustees for the Library to amend the sewer and drainage services requirements contract with A&L Cesspool Services Corp. ("A&L") and to award a secondary service provider contract to Prestige Plumbing & Heating, Inc. ("Prestige"). The Board's approval is required pursuant to the Library's Purchasing Policy, which provides, in pertinent part, that contracts for construction projects, building services, and maintenance and repair of buildings and grounds in excess of \$35,000 be awarded only after soliciting sealed competitive bids and upon the authorization of the Library's Board of Trustees.

On March 6, 2019, the Library issued an Invitation for Bids, Bid Number 0219-1, for system-wide sewer and drainage services. The bid 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 ten (10) firms using the NYS and NYC MWBE directories, the NYS Service-Disabled Veteran-Owned Business Directory and a bidder's list compiled by the Library.

The bid stated that the Library was seeking the expertise of qualified vendors to provide system-wide sewer and drainage services throughout the Library system. Bidders were asked to provide all labor, vehicles, materials, equipment, and supervision to perform sewer and drainage services on a time and materials basis. Work specified in the bid includes the servicing of Library sewer lines, drains, ejector pits and traps, and the removal of all sludge, dirt, sand, rocks, grease, and other solids or semisolid materials. Services also include locating clogs, determining the cause of noxious odors, and, as needed, assessing the condition of pipes or drains in order to recommend steps to mitigate future incidents.

Bidders were required to provide maximum hourly rates for three sewage and drainage service categories, inclusive of all overhead, profit and payment of prevailing wages (\$58.16), with the rates fixed for the first year of the contract. The bid further provided that a bidder's maximum

hourly rate for each service category would increase by two percent (2%) each year of the contract and that the cost of materials shall not exceed a twenty percent (20%) mark-up. The bid specified that each of the three service categories would have a weighted score that would be used to determine the low bid.

The maximum hourly rate categories and the weighted scores for each category follows:

1. A single Maximum Straight Hourly Rate for Personnel, which covers the performance of all sewer and drainage activities and the equipment needed to perform such activities.

Library weighted score: 80 Points.

2. A single Maximum Straight Hourly Rate for a Jet Vac Truck, which covers one operator and the performance of all related Jet Vac truck sewer and drainage activities and the equipment to perform such activities.

Library weighted score: 10 Points.

3. A single Maximum Straight Hourly Rate for a Pump Truck, which covers one operator and the performance of all related Pump Truck sewer and drainage activities and the equipment to perform such activities.

Library weighted score: 10 Points.

At its September 19, 2019 meeting, the Board authorized the Library to contract with A&L for sewer and drainage services. The Library then executed an agreement with A&L.

Current Status:

Soon after the execution of the agreement, the Library received notification from A&L that its hourly rates submitted in its bid and executed contract do not capture all of A&L's cost including insurance, overhead, and prevailing wage costs. A&L indicated to the Library that it would not be able to provide the Library with services under its requirements contract with the Library unless it was permitted to increase its hourly rates.

Library Procurement staff received the proposed revised hourly rates from A&L and compared the revised hourly rates to A&L's bid hourly rates and the bid hourly rates received from the second bidder, Prestige. Library Procurement staff then asked Prestige if it was still interested in providing the Library with the services and, if so, to revise its pricing. A representative from Prestige indicated that the staff member that worked on the bid submission was no longer with the firm; however, Prestige was still interested in providing the Library with services and agreed to revise its pricing. The table below reflects each firm's original pricing, original bid scores, as well as requested and revised pricing and revised bid scores:

Firm	Single Maximum Straight Hourly Rate for Personnel inclusive performing all sewer and drainage activities and the equipment to perform such activities.	Single Maximum Straight Hourly Rate for a Jet Vac Truck inclusive of one operator and the performance of all related Jet Vac truck sewer and drainage activities and equipment to perform such activities.	Single Maximum Straight Hourly Rate for a Pump Truck inclusive of one operator and the performance of all related Pump Truck sewer and drainage activities and equipment to perform such activities.
A&L Bid Price	\$195.00	\$250.00	\$300.00
A&L Requested Pricing	\$225.00	\$350.00	\$450.00
<i>A&L Price difference</i>	\$30.00	\$100.00	\$150.00
Prestige Bid Price	\$280.00	\$825.00	\$825.00
Prestige Revised Pricing	\$250.00	\$375.00	\$425.00
<i>Prestige Price difference</i>	\$(30.00)	\$(450.00)	\$(400.00)

				Total:
Original Bid Score A&L	80.00	10.00	10.00	100.00
Original Bid Score Prestige	55.71	3.03	3.64	62.38
				Total:
Revised Bid Score A&L	80.00	10.00	9.44	99.44
Revised Bid Score Prestige	72.00	9.33	10.00	91.33

In its requested pricing, A&L's overall cost score is still higher—reflecting lower hourly rates with the exception of the Pump Truck category—than Prestige's revised score. A&L's fleet of vehicles consists of five Vac Trucks and eight Pump trucks. Prestige stated that it does not own any Vac Trucks or Pump Trucks, but indicated that it could rent these vehicles within an hour. Should the Library refuse A&L's requested revised pricing, there is a strong risk that A&L will simply walk away from the contract. Such a step would leave the Library without a vendor to

provide sewage-related services—including emergency sewage-related services—at a time when a major sewage incident just occurred within our borough over the Thanksgiving holiday.

Prestige is located in Staten Island and is the Library's incumbent provider of plumbing services, and it has performed well. The Library thoroughly vetted Prestige's experience, financial stability, references, background, completed vendor responsibility questionnaire, and the PASSPort database in assessing its responsibility. This review did not identify any negative findings or raise any integrity issues that would adversely affect an award to Prestige.

A reference from the Sea Gate Association, a private gated community in Coney Island, stated that Prestige has been maintaining and repairing the sewer system for the entire community since Super Storm Sandy and that it has performed exceptionally well. The reference also indicated that the last contract that was executed was valued at \$1.5 million. A reference from Shore Hill Housing in Brooklyn stated that Prestige completed several projects and that it performed well and met timelines. A reference from Metro Management, a property Management group, indicated that Prestige has performed sewer and drainage work and that they recommend Prestige and that the company has exceeded expectations. A reference from the City's Department of Housing Preservation and Development stated that Prestige is very good at responding to emergencies and that the company exceeded their expectations. According to the City Comptroller's website (Check Book NYC), Prestige Plumbing performed over \$900,000 in maintenance and repair work since 2018 for the City's Department of Housing Preservation and Development.

Recommended Motion for Consideration by the Buildings and Grounds Committee:

I move that the Buildings and Ground Committee recommend to the Board of Trustees that the President and CEO be authorized to amend the contract with A&L Cesspool Services Corp. at the requested pricing and to award a secondary service provider contract to Prestige Plumbing & Heating, Inc. at its revised pricing for system-wide sewer and drainage requirements services, for a three-year term with two one-year options to renew at the Library's sole discretion, at the rates proposed herein.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings and Grounds Committee

DATE OF MEETING: December 19, 2019

ITEM ID #: 2131

AGENDA: Purchases Over \$5K Report - November 2019

Current Status:

The Library's Purchasing Policy, approved by the Board of Trustees in September 2011, provides that a monthly informational report itemizing all maintenance, repair, and construction projects approved by the Library's President & CEO in excess of \$5,000 be submitted to the Buildings and Grounds Committee. Accordingly, those maintenance, repair, or renovation purchases awarded between November 1, 2019 and November 30, 2019 in excess of \$5,000 are provided below for informational purposes. Approved procurement procedures were executed in accordance with the Purchasing Policy, including all items purchased utilizing existing Requirements Contracts, Government Requirements Contracts, competitive quotations or in response to emergency conditions as a matter of health and safety.

Poppenhusen	Modine Contracting Corp was issued a Statement of Work ("SOW") under its requirements contract for painting services to repair walls from water damage and to paint the first floor.
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\$10,735.08

Central	Mac Contracting Inc., the Library's primary general construction requirements vendor, was issued an SOW to install vinyl tile and base.
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\$21,696

Central	Interface Cable Assemblies and Services Corp., the Library's primary data cabling vendor, was issued an SOW to provide and install Cat6 network infrastructure for twenty-four dual and six triple data drops.
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\$9,439

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings and Grounds Committee

DATE OF MEETING: December 19, 2019

ITEM ID #: 2130

AGENDA: Purchases Over \$5K Report - October 2019

Current Status:

The Library's Purchasing Policy, approved by the Board of Trustees in September 2011, provides that a monthly informational report itemizing all maintenance, repair, and construction projects approved by the Library's President & CEO in excess of \$5,000 be submitted to the Buildings and Grounds Committee. Accordingly, those maintenance, repair, or renovation purchases awarded between October 1, 2019 and October 31, 2019 in excess of \$5,000 are provided below for informational purposes. Approved procurement procedures were executed in accordance with the Purchasing Policy, including all items purchased utilizing existing Requirements Contracts, Government Requirements Contracts, competitive quotations or in response to emergency conditions as a matter of health and safety.

Flushing	Door Automations Corp. was issued a Statement of Work ("SOW") under its requirements contract for door repair services, to remove the main entrance doors and to reinstall doors with new pivot hardware and related hardware.
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\$8,459

Windsor Park	Prestige Plumbing and Heating Inc., ("Prestige") was issued an SOW under its requirements contract for plumbing services, to demolish the existing collapsed storm piping and to install new iron drainage piping and to connect to the main storm drain.
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\$33,475.02

South Hollis	Kelair Inc. ("Kelair") is the HVAC maintenance services provider for all branches other than Flushing. Kelair was issued a contract to install a new 20-ton compressor.
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\$11,125

Operations Center

Prestige was issued an SOW under its requirements contract for plumbing services, to excavate the street and to supply and install curb valves, valve box and to return the street to its original condition.

\$11,067.01

Sunnyside

Varsity Plumbing and Heating, Inc., under its requirements contract for plumbing services, was issued an SOW to repair a leak on a circulator pump.

\$5,016.94

Middle Village

Prestige was issued an SOW under its requirements contract for plumbing services, to remove a defective hot water storage tank and boiler and to supply and install a Navien hot water heater with neutralizer kit and all pipe connections and wire.

\$5,410.88

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings and Grounds Committee

DATE OF MEETING: December 19, 2019

ITEM ID #: 2129

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.