

**QUEENS PUBLIC LIBRARY
BUILDINGS & GROUNDS COMMITTEE
THURSDAY, JUNE 20, 2024**

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

AGENDA

6:15 PM BUILDINGS & GROUNDS COMMITTEE REGULAR MEETING

I. Call to Order

A. Roll Call

II. AGENDA

Action Item(s)

1. Contract Authorization - System-Wide Electrician A and Electrician M Requirements Contracts (ID # 3103)
2. Contract Authorization for Central Library Fire Alarm Additions and Corrections of Letter of Defect Items (ID # 3104)

III. EXECUTIVE SESSION

1. Motion to Go into Executive Session (ID # 3105)

IV. ADJOURNMENT

1. Motion to Adjourn (ID # 3110)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings & Grounds Committee

DATE OF MEETING: June 20, 2024

ITEM ID #: 3103

AGENDA: Contract Authorization - System-Wide Electrician A and Electrician M Requirements Contracts

Background:

This is an action item seeking approval from the Queens Public Library's Board of Trustees for the Library to enter into system-wide Electrician A and Electrician M requirements contracts with ABM Electric Inc., P&M Electrical Contracting Corp., and Interface Cable Assemblies & Services Corp. The Board's approval is required pursuant to the Library's Procurement Policy, which provides, in pertinent part, that contracts for construction in excess of \$50,000 require the issuance a competitive bid and the authorization of the Library's Board of Trustees.

The Library's existing contract for electrical work expires in June 2024.

Current Status:

On March 19, 2024, the Library issued an Invitation for Bid, bid number 0324-1, for system-wide Electrician A and Electrician M requirements contracts to be awarded to multiple firms. The bid was advertised in the New York City Record, BidNet, New York State Contract Reporter and posted on the Library's website. Notification of the bid was emailed to over forty (40) firms, including New York State and New York City Minority and Women Owned Business Enterprises ("M/WBE") and New York State Certified Service Disabled Veterans Owned Businesses ("SDVOB").

The bid specified that the Library requires system-wide Electrician A or Electrician M services for work assignments that range from a single unit of its maximum straight hourly rate, up to an estimated amount of \$300,000. Bidders were able to choose to offer a bid to one or both of the scopes of work: Scope 1 is the prevailing wage schedule of Electrician A services, which includes the installation of low-voltage cabling carrying data, video, and/or voice on building construction, alteration, and renovation projects. Scope 2 is the prevailing wage schedule of Electrician M services, which is defined as jobbing or electrical work of limited duration and scope, also consisting of repairs and/or replacement of electrical and tele-data equipment. Scope 2 also includes all work necessary to retrofit, service, maintain, and repair all kinds of lighting fixtures and local lighting controls, and the washing and cleaning of fixtures.

In accordance with the bid, bidders were required to provide their single maximum straight hourly rate for Electrician A and/ or Electrician M services. The bidder's maximum straight

hourly rate is intended to cover the full range of Electrician A and/or Electrician M services, inclusive of all overhead, profit, and prevailing wage, and is to be fixed for the first year of the contract, with an increase of three percent (3%) each year of the contract. During the term of the contract, material, equipment, and subcontracting of other trade work shall not exceed a twenty percent (20%) mark-up. The contract term stated in the bid is two (2) years with an option to extend for three (3) one-year periods.

The bid stated that the Library intends to award to multiple firms, with the primary contract going to the lowest responsible bidder (“Primary Successful Bidder”), the secondary contract to the next lowest responsible bidder (“Secondary Successful Bidder”), the third contract to the next lowest responsible bidder (“Tertiary Successful Bidder”) and so forth. The bid also stated that the Library in its sole discretion shall determine the number of awarded firms. In the event the Primary Successful Bidder is not available, or the Primary Successful Bidder has a lapse of insurance, or if the Library rejects a Statement of Work (“SOW”) from the Primary Successful Bidder, the Library may award work to the Secondary Successful Bidder next, then to the Tertiary Successful Bidder, and so forth. Additionally, the Library in its sole judgement can make the determination that if the Primary Successful Bidder or other bidders have demonstrated poor performance or quality, do not have the capability to perform the work within the required timeframe, or have demonstrated health and safety issues, the Library may award work to the next-in-line bidder. The bid also states that the Library does not guarantee work, that the Library may seek competition from all of the awarded firms, and that the Library also reserves the right to issue bids for specific projects.

The following firms submitted bids:

Bidder	M/WBE	Electrician A Maximum Hourly Rate	Electrician B Maximum Hourly Rate
ABM Electric Inc.	NYS & NYC MBE	\$157.55	\$75.55
P&M Electrical Contracting Corp.	NYC WBE (recertification pending)	\$180.00	\$85.00
Interface Cable Assemblies & Services Corp.	No	\$195.00	\$100.00
Accurate Electrical Contractors Corp.	No	\$215.00	\$130.00

ABM Electric Inc, (“ABM”) submitted the lowest responsive bid. P&M Electrical Contracting Corp. (“P&M”) submitted the second lowest responsive bid. Interface Cable Assemblies & Services Corp. (“ICAS”) submitted the third lowest responsive bid. A review of ABM, P&M, and ICAS’s experience, financial stability, references, and PASSPort database profiles did not identify any negative findings or raise any integrity issues that would adversely affect an award to any of the firms.

ABM would be a new firm to the Library. A reference from Blue Falcon Realty and Management Corp. stated that the quality of ABM's work was exceptional, meeting all expectations and even surpassing them in some aspects. The reference further stated that ABM demonstrated great skill and attention to detail, ensuring that everything was done correctly and to a high standard. A reference from Charan Electrical Enterprises Inc. stated that ABM was its subcontractor and that ABM has a professional team and exceeded expectations.

P&M has been a provider of electrician services to the Library over the past five years, and it has performed well. P&M is listed in the NYC Comptroller's webpage "Checkbook NYC" and has been awarded over \$100,000,000 in contracts since 2010 to various City departments. According to the NYS Comptroller's webpage "Open Book," P&M was awarded over \$200,000 for work performed at Brooklyn College in 2008. A reference from the NYC Department of Citywide Administrative Services stated that P&M has maintenance contracts for fifty-five City buildings for work with electrical, wiring, CCTV, alarms, high & low voltage, and that P&M has exceeded expectations. A reference from the City's Department of Corrections stated that P&M was responsible for electrical power, cameras, fire alarm, control systems and lighting, and recommended the firm. A reference from the City of New York Administration for Children Services stated that P&M exceeded expectations and has completed large projects.

ICAS is the Library's provider for data cabling services, and it has performed well. According to "Checkbook NYC," ICAS has been awarded over \$7 million in contracts since 2013 from the Department of Health and Mental Hygiene and the Department of Education. According to "Open Book," ICAS has been awarded over \$20 million in contracts since 2017 from various state entities, including the Office of General Services and the Office of Information Technology Services. A reference from the NYS Unified Court System stated that ICAS has been performing work for over ten years and that ICAS exceeds expectations.

Recommended Motion for Consideration by the Buildings & Grounds Committee:

I move that the Buildings & Grounds Committee recommend to the Board of Trustees that it authorize the President and CEO to execute contracts with ABM Electric Inc., P&M Electrical Contracting Corp., and Interface Cable Assemblies & Services Corp. each for a term of two years with an option to extend for three one-year periods at the rates proposed herein.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings & Grounds Committee

DATE OF MEETING: June 20, 2024

ITEM ID #: 3104

AGENDA: Contract Authorization for Central Library Fire Alarm Additions and Corrections of Letter of Defect Items

Background:

This is an action item seeking approval from the Queens Borough Public Library's Board of Trustees to enter into a contract with Kopp Electric Corporation ("Kopp Electric") to complete Central Library fire alarm additions and corrections of letter of defect items. The Board's approval is required pursuant to the Library's Procurement Policy, which states, in pertinent part, that contracts for construction in excess of \$50,000 must be approved by the Library President and CEO and the Board of Trustees. The policy also describes the method of award to the responsive and responsible low bidder in response to a Library-issued formal competitive bid. However, the Procurement Policy recognizes and authorizes exceptions to the policy, and specifically the requirement of formal competitive bids, when it is otherwise not practical or possible to obtain formal competitive bids.

In 2012, Kopp Electric was awarded a contract to supply and install a new fire alarm system at Central Library, and to merge what was to be a newly installed Central Library fire alarm system with the then-recently installed CLDC fire alarm system. The term of the contract was the latter of two years or the date upon which final FDNY approval for the fire alarm system was obtained. Letters of Defect by FDNY were issued separately in 2015 and 2017. In 2022, FDNY reinspected Central Library and the CLDC and cleared the items from the 2015 and 2017 Letters of Defect. In order to obtain a Final Letter of Acceptance, QPL is now required to comply with the 2022 Fire Code. Kopp Electric is the electrical contractor of record for the fire alarm project and has worked with the Library's fire alarm company and FDNY. Accordingly, it is in the Library's interest to continue to work on the fire alarm system with Kopp Electric, and it is highly impractical to issue a formal competitive bid or seek other electrical contractors to supersede Kopp Electric as the electrical contractor of record.

Current Status:

Central Library has an outstanding Letter of Defect based on the 2022 fire code. At the request of the Library's Vice President of Capital Projects Management, Kopp Electric submitted a proposal in the amount of \$413,598 to complete the required work. The Library's Vice Presidents of Capital Projects Management and Procurement recommend that the Library continue to work with the electrician of record for this project and has determined that Kopp Electric's pricing to be fair and reasonable.

Recommended Motion for Consideration by the Building and Grounds Committee:

I move that the Buildings and Grounds Committee recommend to the Board of Trustees that the President and CEO be authorized to contract with Kopp Electric Corporation for the services necessary to complete the Central Library's fire alarm system in the amount of \$413,598.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings & Grounds Committee

DATE OF MEETING: June 20, 2024

ITEM ID #: 3105

AGENDA: Motion to Go into Executive Session

Recommended Motion for Consideration:

I move that the meeting move into Executive Session to discuss pending litigation and a real estate matter.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Buildings & Grounds Committee

DATE OF MEETING: June 20, 2024

ITEM ID #: 3110

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.