

**ASSEMBLY FINANCE COMMITTEE MEETING AGENDA**

August 19, 2021

\*Immediately Following the Special Assembly Finance Committee Meeting\*

This meeting will be held at or hosted from the  
Mona Lisa Drexler Assembly Chambers  
Juanita Helms Administration Center  
907 Terminal Street, Fairbanks, AK

This meeting will be conducted in-person and by zoom or zoom-only with consideration given to the Borough Operational Status and if the Juanita Helms Administration Center is otherwise open to the public. Please visit <https://www.fnsb.gov/415/Stay-Connected-with-the-Assembly> or contact the Borough Clerk's Office (907) 459-1401.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. MEMORANDA/REPORTS/PRESENTATIONS**

NONE

**4. CONTRACTS/BID AWARDS**

- 4.a. Contract Award: Sourcewell Contract #080819-SII  
Carlson Activity Center Flooring Replacement

Approval of a contract with Shaw Integrated Solutions in the amount of  
\$104,565.93.

Documents:

[Sourcewell Contract 080819-SII Carlson Activity Center Flooring Replacement Backup Information.pdf](#)

**5. ADVANCED ORDINANCES AND RESOLUTIONS**

NONE

**6. OTHER COMMITTEE BUSINESS/DISCUSSION ITEMS**

- 6.a. Monthly Budget and Fund Balance Reports.

**7. MAYOR/ASSEMBLY COMMENTS**

**8. ADJOURNMENT**

**9. AUDIO FILES - FINANCE COMMITTEE**

[08-19-2021 Audio Track 1 \(MP3\)](#)

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE DELETION OF ITEMS OR EXECUTIVE SESSIONS, IF NEEDED.



# Fairbanks North Star Borough

## GENERAL SERVICES DEPARTMENT

Procurement  
purchasing@fnsb.gov  
Main: (907) 459-1297  
Fax: (907) 459-1100

### MEMORANDUM

**TO:** Leah Berman Williams, Finance Committee Chair  
Fairbanks North Star Borough Assembly

**THROUGH:** Bryce Ward, Borough Mayor *BW* for BW

**FROM:** Cory T. Beal, Chief Procurement Officer *CTB*  
General Services Department

**DATE:** August 19, 2021

**SUBJECT:** RECOMMENDATION TO APPROVE AWARD  
Sourcewell Contract #080819-SII  
Carlson Activity Center Flooring Replacement

**CONTRACTOR:** **Shaw Integrated Solutions**

**CONTRACT AMOUNT:** **\$104,565.93**

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The Department of Public Works recommends Assembly Finance Committee approval of the contract with **Shaw Integrated Solutions** in the amount of **\$104,565.93**.

The project consists of full demo and replacement of the current carpet and vinyl tile flooring on the second floor of the Carlson Activity Center.

Funding for this project has been made available by Ordinance Number 2020-20 & 2021-20.

As allowed under FNSB Code 16.08.040 Cooperative Purchasing, the Borough will make this purchase utilizing the Sourcewell cooperative contract awarded to Shaw Integrated Solutions, Contract Award No. 080819-SII.

Please place this recommendation to award on the Assembly Finance Committee agenda for the meeting to be held **August 19, 2021**.

Attached is the documentation package provided by the Department of Public Works.






# Fairbanks North Star Borough

DEPARTMENT OF PUBLIC WORKS  
Facilities Maintenance

Main: (907)459-1319

## MEMORANDUM

TO: Cory Beal, Chief Procurement Officer  
Department of General Services

THROUGH: David Bredlie, Director   
Department of Public Works

FROM: Travis Smith, Facilities Maintenance Manager  
Department of Public Works

DATE: July 16, 2021

SUBJECT: Carpet & Vinyl Tile Replacement on the 2<sup>nd</sup> floor at the Carlson Activity Center  
Sourcewell Contract #080819, Shaw Integrated Solutions

Action Requested: The Department of Public Works recommends the purchase and installation of carpet and vinyl tile for the Carlson Activity Center, 2<sup>nd</sup> Floor.  
Cost for this project cost is \$104,565.93

Project Description: Full demo and replacement of the current carpet and vinyl tile on the second floor of the Carlson Activity Center, excluding walls.

Funding Source: Ordinance 2020-20 & 2020-21  
General Fund, Repair & Maintenance Program  
081579-61710

Mail Drop - 999 P O Box 208408  
Dallas, TX 75320-8408



Phone: ( ) -  
Fax: ( ) -

A Berkshire Hathaway Company

<b>Proposal Submitted To</b> Fairbanks North Star Borough		<b>Attention</b> Rita Heselton		<b>Phone</b> (907) 459-1319	<b>Fax</b> ( ) -	<b>Date</b> 07/13/21
<b>Proposal Name</b> FNSB Carlson Center				<b>Job Name</b> FNSB Carlson Center		<b>Job #</b> 133931
<b>Street</b> 809 Pioneer Road				<b>Job Street</b> 2010 2nd Avenue		<b>Proposal ID</b> 150496
<b>City, State and Zip</b> Fairbanks, AK 99707	<b>Architect</b> Sourcewell	<b>Date of Plans</b>	<b>Add #</b>	<b>Job City, State and Zip</b> FAIRBANKS, AK 99709	<b>Customer Job #</b> 83382	<b>Customer PO</b> None

We hereby submit specifications and estimates for:

<u>Item Description</u>	<u>Color</u>	<u>Qty</u>	<u>UOM</u>	<u>Unit Price</u>	<u>Extended Price</u>
Shaw Contract - Swift Tile / 5T414 / Ecoworx Multi Level Pattern Loop 24" x 24" 28 oz / 165 Cartons	TBS/To Be Selected	879.99	SY	\$31.95	\$28,115.68
Shaw Contract - Compound 5.0MM Resilient LVT/Plank 24" x 24" 5.0mm / 4077V / 32 SF per Carton / 105 Cartons	TBS/To Be Selected	3,360.00	SF	\$3.12	\$10,483.20
Shaw Contract - 4100 Resilient Floor Adhesive 4 Gallon		5.00	4 Gal	\$147.83	\$739.15
Shaw Contract - 5100 Pressure Sensitive Adhesive		15.00	4 Gal	\$79.54	\$1,193.10
Carpet Tile Installation		850.00	SY	\$8.47	\$7,199.50
Vinyl Tile - Install		3,200.00	SF	\$3.20	\$10,240.00
Open Market - Rubber Base - Roppe 700 Servies 2 1/2", 4"L		600.00	LF	\$0.97	\$582.00
Open Market - Rubber Base - Roppe 700 Series 4", 4"L		840.00	LF	\$1.03	\$865.20
Open Market - Rubber Base - Roppe 700 Series 6", 4"L		120.00	LF	\$1.53	\$183.60
Base - Install		1,200.00	LF	\$1.49	\$1,788.00
Open Market - Cove Base Adhesive - Excelsior WB-600 CBA		24.00	Each	\$6.25	\$150.00
Open Market - Altro Walkway 20		95.68	SY	\$49.43	\$4,729.46
Sheet Vinyl - Install		96.00	SY	\$29.27	\$2,809.92
VCT Installaton		3,200.00	SF	\$1.49	\$4,768.00
Open Market - Adhesive - AltroFix 30		5.00	Each	\$153.41	\$767.05
Open Market - Patching Compound - Ardex Feather Finish		40.00	Each	\$25.57	\$1,022.80
Open Market - Transition - Johnsonite CTA-XX-A		360.00	LF	\$2.84	\$1,022.40
Transitions - Install		360.00	LF	\$2.09	\$752.40
Floor Prep		40.00	Hour	\$71.50	\$2,860.00
LVT / VCT Demolition (standard)		3,200.00	SF	\$0.74	\$2,368.00
LVT / VCT Disposal		3,200.00	SF	\$0.56	\$1,792.00
Sheet Vinyl Demolition (standard)		80.00	SY	\$6.84	\$547.20
Sheet Vinyl Disposal		80.00	SY	\$1.55	\$124.00
Carpet Removal		850.00	SY	\$3.85	\$3,272.50
Carpet Disposal		850.00	SY	\$1.21	\$1,028.50
Skimcoat (Labor & Material)		3,200.00	SF	\$1.05	\$3,360.00

Mail Drop - 999 P O Box 208408  
 Dallas, TX 75320-8408  
 Proposal ID: 150496



Phone: ( ) -  
 Fax: ( ) -

**A Berkshire Hathaway Company**

Item Description	Color	Qty	UOM	Unit Price	Extended Price
Project Management-Project Management Fee (initiating, planning, executing, controlling, and closing the project) Including, but not limited to take off/measuring, trip fees, receiving and overall management.		1.00	Each	\$7,089.59	\$7,089.59
Estimated Freight		1.00	Each	\$4,712.68	\$4,712.68
<b>Base Bid Total:</b>					<b>\$104,565.93</b>

**Proposal Inclusions and Exclusions:**

1. Sourcwell Contract# 080819-SII
2. Local Contact: Laura Upton
3. Installation Vendor: MacCheyne's Carpet Plus
4. Proposal does not include removal of any materials containing asbestos.
5. Price is based on a consecutive installation period without delays and is based on the customer allowing installation crews access to work a minimum of 8 consecutive hours a day until completion. Delays other than "acts of God" will result in charges for down-time.
6. Exclusions: attic stock, major floor prep, furniture moving unless specified in proposal, disconnecting and moving of computers and electronic equipment, vacuuming and protection of finished products, and any plumbing work (removal of commodes, etc)..
7. Extensive floor prep is not included in the price but may be necessary due to unforeseen conditions of the sub-floor. This work may include, but is not limited to, leveling or grinding, encapsulation or sealing, or extensive scraping of the sub-floor. Should extensive floor prep be required, you will be notified and a price estimate for the completion of the additional work will be prepared.
8. Material title and risk of loss passes to the purchaser at the time of material delivery to owner provided address
9. Price includes work as specifically stated in the above description for the quantities stated. Any circumstances that require additional labor will be handled through the change order process.
10. SII License Numbers: AL 50787, AK 40319, AZ ROC300955/ROC300956, CA 1007317, ID RCE-39577/022829-AA-4, MT 216017, NV 0080544/0080545/0080546/0080547, NC 75663, NM 385848, ND 53106, NY 58-2240471C, OR 205839, RI 38919, TN 69109, UT 9531877-5501, VA 2705157974, WA SHAWIII853DO, WV WV054222
11. Please email your Purchase Order to melanie.taylor@shawinc.com OR fax your Purchase Order to Shaw Integrated Solutions at fax # 706-428-3293 to initiate the order process. A purchase order is required before materials can be shipped.
12. A 2% fee will be assessed on the total bid amount at time of payment if utilizing a credit card.
13. Remit to Address: SHAW INTEGRATED SOLUTIONS, MAIL DROP 999, PO BOX 208408, DALLAS, TEXAS 75320-8408

**We PROPOSE to perform the work complete in accordance with the specifications and as described above for the SUM of:**

Signature: Melanie Taylor Melanie Taylor \$104,565.93  
 Email: melanie.taylor@shawinc.com

**Conditions of Proposal:**

1. This proposal may be withdrawn if not accepted within 30 days of its issuance. Shaw will consider reasonable requests to engage in negotiations for revisions to this Proposal, including signing a subcontract that incorporates the terms of this Proposal.
2. This proposal is subject to credit review and approval. Payment terms are net 30 days. A convenience fee of 2% will be added if paying via credit card. Past due invoices are subject to service charges of 1.5% per month (18% per annum). In the case of any default, Customer shall pay Shaw's reasonable attorney fees and costs, including those on any appeal, even if no suit or action is filed.
3. All work shall be performed in a workmanlike manner according to industry standards. Areas to receive flooring shall be free and clear of debris. Any changes to the work shall be performed only after execution of a written change order.
4. Prior to commencement of Shaw's work: (a) Customer shall test all concrete sub floors receiving flooring for vapor emission levels and alkalinity per manufacturers' recommendations utilizing ASTM F2170 and/or F 1869 and provide written results to Shaw, including a list of any sealers applied to the concrete sub floor; (b) If Customer does not provide such reports at least 10 days prior to commencement of Shaw's work, then Customer shall provide Shaw with access to all concrete sub floors for appropriate testing and Customer shall be responsible for the costs of such testing; and (c) Any concrete sub floors not meeting manufacturers' requirements for installation will require correction or the execution of a separate waiver agreement.
5. All work is contingent upon strikes, accidents or delays beyond Shaw's control. Customer shall carry insurance for all hazards, including fire. Shaw's workers are fully covered by Worker's Compensation and Liability Insurance.
6. Customer represents and warrants that: (a) the project site contains no hazardous or other dangerous substances, either exposed or concealed; or (b) Customer has given written notice to Shaw of all such substances and their location(s). To the fullest extent permitted by law, Customer shall indemnify, defend and hold Shaw harmless from any damage, claim, loss, expense and attorney fees related to Shaw's liability, if any, including any federal or state statute related to hazardous or other dangerous substances.
7. Notwithstanding anything herein to the contrary, all prices are subject to immediate increase without limitation in the event of material change to applicable duties, taxes, tariffs, similar charges, or other government action effective May 13, 2020.

**ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby ACCEPTED. You are authorized to do the work as specified.**

Customer: Fairbanks North Star Borough Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## FUND VERIFICATION

*to be completed by originating department*

DEPARTMENT / DIVISION: Public Works/Facilities Maintenance IFB / RFP NO.: NASPO MA2684

PURPOSE / PROJECT NAME: CAC Flooring Replacement

DESCRIPTION: Exsiting flooring removed and new flooring installed at Carlson Center

Est. Cost: \$104,565.93 Est. Contingency: \_\_\_\_\_ Total Cost: \$104,565.93

**GENERAL SERVICES**

RCVD '21 AUG 6 10:19

SOURCE OF FUNDS:

Account No: LGFFRM-61710 Amount: \$104,565.93

Account No: \_\_\_\_\_ Amount: \_\_\_\_\_

Account No: \_\_\_\_\_ Amount: \_\_\_\_\_

Total: \$104,565.93

\*Match ?  
[  if Yes ]

<i>to be completed by Accounting</i>		
** Grant or Match ? [ <input type="checkbox"/> if Yes ]	Ordinance Number	Accounting Verification
	<u>2020-20</u>	
	<u>2020-21</u>	<u>KT</u>
		Date: <u>8/6/21</u>

\*If the source of funds above will be used to meet the matching requirements of a grant, please indicate with a .

\*\*If the source of funds is a Grant OR a Match to a grant, be sure the preparer has attached a copy of the grant agreement.

Project Manager \_\_\_\_\_

[Signature]  
Division Manager

[Signature]  
Department Director

Date \_\_\_\_\_

08-06-2021  
Date

8/6/21  
Date

*to be completed by Accounting*

On the date signed above by Accounting, fund sources shown above are sufficient to pay the costs of the requested action and may legally be used for this purpose.

Local bidder preference (FNSB 16.16.050) is prohibited. \_\_\_\_\_

\*\*\*Local bidder preference (FNSB 16.16.050) is allowed. X

- Funding Source U.S. DOT - FTA
- Funding Source U.S. DOT - all other
- Funding Source Federal Common Rule
- Funding Source Other \_\_\_\_\_ (Note the agency)
- Funding Source N/A

[Signature]  
Chief Accountant or Grants Accountant

8/6/21  
Date

\*\*\* NOTE: If local bidder preference is allowed, a change in funding source, which impacts this determination, is not permissible after the opening date and time of an Invitation for bid (IFB).