

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-1153
Date: November 18, 2004
Prepared By: Pat McKay, Supervisor of Interpretive Services
City File No:

Meeting Date: December 8, 2004

PURPOSE:

City Council authorization for a blanket purchase order to assess the roofs of the Museum and Red House, develop bid specifications and provide contract administration for the installation of new roofs for these buildings to THA Architects-Engineers, Flint, Michigan in the not-to-exceed amount of \$5,000.00.

DISCUSSION:

The cedar shake roofs on the Museum, (the white farm house), and the Red House, (the small house on the Museum grounds), are in need of repair and replacement and has been identified as CIP project PK03G. The roofs are failing and leaks are causing extensive damage to plaster and wallpaper in these historic homes. Problems with the roofs range from ice damming and leaks to poor air circulation not allowing the roofs and attic spaces to “breath” properly and dry out. In addition to the plaster and wallpaper damage, the ceiling insulation is water damaged and needs to be replaced.

The museum is seeking the services of an architect to assess the roof structures and recommend corrections and provide contract administration for the installation of the new cedar shake roofs. THA is our on-call architect and is capable of performing these tasks.

FISCAL INFORMATION:

There are funds in the 2005 Facilities budget for the replacement of these roofs, line item 631-976000 Building additions and improvements, \$57,000 for the Farm House and \$10,000 for the Red House. We are seeking additional funding for architect services to correct the problems with the roofs so we are not putting new shingles on old problems.

Budget amendments will be requested in 2004 and 2005, as THA’s work will be performed in two separate fiscal years.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Facilities	631.976000	Building Additions and Improvements	0	\$5,000	(\$5,000)

Vendor Name and Address:

THA Architects and Engineering
817 E. Kearsley St.
Flint, MI 48503

Reason for Selection:

Most qualified; best value

Method of Purchase:

Blanket Purchase Order

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order to assess the roofs of the Museum and Red House, develop bid specifications and provide contract administration for the installation of new roofs for these buildings to THA Architects-Engineers, Flint, Michigan in the not-to-exceed amount of \$5,000 through December 31, 2005.

ATTACHMENTS:

THA's proposal

Department Authorization: Roger Rouse

Reviewed by:

Fiscal: *Julie Jenuwine*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA