

Should this item be pulled from the consent agenda the following motion is suggested:

**POSSIBLE MOTION**

**I MOVE TO** approve a purchase contract through KCDA Purchasing in the amount of \$115,941 for providing and installing the furniture for the Kettleson Memorial Library Expansion Project.

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## MEMORANDUM

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**To:** Mayor McConnell and Members of the Assembly  
Mark Gorman, Municipal Administrator

**From:** Michael Harmon, Public Works Director *WH*  
Matt Christner, Project Manager *MC*  
Robb Farmer, Library Director *RF*

**Reviewed:** Dan Tadic, P.E., Municipal Engineer *DT*  
Mike Middleton, Deputy Finance Director *MM*

**Date:** July 8, 2015

**Subject:** Kettleson Memorial Library Furnishings Purchase Contract

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Background:

The Kettleson Memorial Library Expansion Project included the provision of new furniture and equipment for the completed facility. Library Staff quantified the items during the planning process and a placeholder was established in the approved project budget.

Library Staff selected the furniture and materials to match the new casework and library shelving included in the construction contract with Dawson Construction, Inc. A price was provided by vendors under KCDA Purchasing, a public agency Cooperative Purchasing Group. A Cooperative Purchasing Group is a type of cooperative arrangement, often among businesses, to aggregate demand for common products to get lower pricing from selected suppliers. It is often used by government agencies to reduce costs of procurement. Cooperative Purchasing Groups are used most frequently by government entities as they are required to adhere to laws requiring competitive bidding above certain thresholds. This process is permitted under City and Borough of Sitka Procurement Policies and recommended in the General Fund Efficiency Audit and Comprehensive Master Plan (2014).

Although the local purchase advantage policy (established under Ordinance No. 2014-03A) only applies to purchases between \$250 and \$25,000, in an effort to allow local vendors a chance to compete for this contract, the same list of items were posted on the open market for local vendors with a bid response due within 6 calendar days. One response from a local vendor was received (see attached).

Analysis:

Public Works proposes to complete a Purchase Contract through KCDA Purchasing for the supply and installation of the furnishings for the Kettleon Memorial Library Expansion Project in the amount of \$115,491. The work will be completed by January 1, 2016.

This Purchase Contract is administered through the KCDA Purchasing, a Cooperative Purchasing Group for Public Agencies in the North West.

Fiscal Note:

The \$115,491 contract fits within the budget set aside for furnishings for the Kettleon Memorial Library Expansion project. The project is funded by way of the following:

• FY 2011 State of Alaska Grant	\$5,350,000
• Community Donations	\$530,244
• City and Borough commitments	\$557,114
• Structural design claim settlement	<u>\$482,598</u>
Total Project Funding	\$6,919,956

Recommendation:

**Approve a Purchase Contract through KCDA Purchasing, in the amount of \$115,491 for providing and installing the furniture for the Kettleon Memorial Library Expansion Project.**

## Dan Tadic

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**From:** Michael Harmon <michael@cityofsitka.com>  
**Sent:** Thursday, July 02, 2015 12:15 PM  
**To:** Chaix Johnson  
**Cc:** Dan Tadic; Mark Gorman; Tori Fleming  
**Subject:** Fwd: Local Vendor Quote Request

Chaix,

Please call Mr. Parker and setup a meeting that works in Dan and my schedule next week. Thanks!

Michael Harmon

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Public Works Director  
100 Lincoln Street  
Sitka, AK 99835  
(907) 747-1823

Begin forwarded message:

**From:** "Dr. Robert A. Parker" <[rob@parker7.com](mailto:rob@parker7.com)>  
**Date:** July 2, 2015 at 11:32:40 AM AKDT  
**To:** 'Michael Harmon' <michael@cityofsitka.com>  
**Subject:** RE: Local Vendor Quote Request

Hi Michael-

Thanks for your prompt reply, especially during your vacation, and for the invitation to meet when you return from your time off. I would like to meet with you, I think it would be a good idea for us to sort out any misunderstandings. Please give me a call at your convenience to find a time.

Thanks again,  
Rob Parker

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**From:** Michael Harmon [<mailto:michael@cityofsitka.com>]  
**Sent:** Wednesday, July 01, 2015 11:17 PM  
**To:** Dr. Robert A. Parker  
**Cc:** [publicworks@cityofsitka.org](mailto:publicworks@cityofsitka.org); Mark Gorman; Jay Sweeney; assembly  
**Subject:** Re: Local Vendor Quote Request

Dr. Parker:

I am sorry to hear that this bidding process was frustrating for you. I am currently on vacation, but wanted to get back to you on this and offer to meet with you next week to go over what we are looking for from a customer prospective. This is a complicated issue that involves grant funding rules and for this reason is exempt from the local procurement code. I would be happy to go over these details.

Please let me know if you are interested in meeting. I would value a better prospective on your thoughts and the services you are interested in providing.

Thank you.

Michael Harmon

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Public Works Director  
100 Lincoln Street  
Sitka, AK 99835  
(907) 747-1823

On Jul 1, 2015, at 10:04 AM, Dr. Robert A. Parker <[rob@parker7.com](mailto:rob@parker7.com)> wrote:

Hello,

Let's see. We submitted a bid in January for some kiosks for the city (please see attached) and were told our bid was accepted. We were told subsequently that the PO would be delayed until the new fiscal year (this month). Now we have received an extensive list of furniture that had to have taken a considerable amount of time to research and prepare. It is up for bid in accordance with the "buy local" ordinance for which we are appreciative. However, according to the RFP we have 4 days on a holiday weekend to contact suppliers (if in fact they will be available on the Fourth of July weekend), to find the furniture or competitive pieces, negotiate the purchase and sale of the items, and to assemble a quote to submit to the city. In any man's world the deal is so stacked against local merchants that there is no real option but to decline or ignore the RFP. A reasonable attempt to provide an opportunity to local business would be to engage us at the very beginning of the process, not at the end when it is a "done deal". But then, the buy local ordinance hasn't been handled reasonably, in fact or in the spirit of its intent, from the beginning.

Unfortunately we will not be able to submit a bid in the time allotted. In the future, please consider the elements of good faith and fair practice in providing local business opportunities.

Rob Parker

Dr. Robert A. Parker  
Alaska Computer Center  
204 Katlian Street  
Sitka, Alaska 99835  
☎907-747-0600  
✉[rob@parker7.com](mailto:rob@parker7.com)

"There are only two ways to live your life. One is as though nothing is a miracle. The other is as though everything is a miracle."

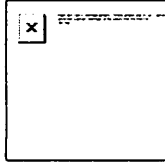
— Albert Einstein

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**From:** City of Sitka [<mailto:sitka@service.govdelivery.com>]

**Sent:** Tuesday, June 30, 2015 3:39 PM

**To:** [rob@parker7.com](mailto:rob@parker7.com)  
**Subject:** Local Vendor Quote Request



**City and Borough of Sitka**

**100 Lincoln Street**

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Please Provide Quotes for the following items:

**Kettleson Memorial Library Furniture - see attachment**

**Deadline to submit quote: Close of business, Monday July 6, 2015**

Thank you!

Please reply to: [publicworks@cityofsitka.org](mailto:publicworks@cityofsitka.org)

- [Furniture List.xls](#)
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Update your subscriptions, modify your password or e-mail address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit [subscriberhelp.govdelivery.com](http://subscriberhelp.govdelivery.com).

This service is provided to you at no charge by [City of Sitka](#).

This email was sent to [rob@parker7.com](mailto:rob@parker7.com) using GovDelivery, on behalf of: City of Sitka, 100 Lincoln St., Sitka, AK 99835

<Kiosks.docx>