

ANCHORAGE SCHOOL DISTRICT  
ANCHORAGE, ALASKA

ASD MEMORANDUM #206 (2004-2005)

March 28, 2005

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: URSA MAJOR ELEMENTARY SCHOOL  
WINDOW REPLACEMENT

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to award a contract for the Ursa Major Elementary School Window Replacement project to the low responsive bidder, CYS Management Services, Inc., for the Base Bid in the amount of \$673,222 and accept Alternates #1 and #2 in the amount of \$216,444 for a total award of \$889,666.

PERTINENT FACTS:

In April 2002 and April 2003, the voters approved bonds for Minor Building Renewal, including Ursa Major Elementary School Window Replacement. This project was bid in spring 2003. During construction, it was discovered that asbestos containing building materials were used in the original installation of the windows. Project funding was insufficient to cover the additional costs required to abate this asbestos. The project was terminated until additional funding was obtained with the approval of the April 2004 bond.

The scope of work for this project includes replacing existing deteriorated wood frame windows with new anodized aluminum window frames with energy efficient low-e glass.

Alternate #1 will replace the existing casework located under the window systems and abate the asbestos containing hydronic piping currently encased by the shelving units. Alternate #2 will replace the existing window blinds.

The school principal and the school staff were consulted to determine the school's specific needs. SAJJ Architecture developed the project construction documents to meet these needs and will be assisting with construction administration.

A solicitation for bids for the Ursa Major Elementary School Window Replacement project was issued on February 10, 2005. Two bids were received on March 3, 2005 (Attachment A). The low responsive bid was submitted by CYS Management Services, Inc.

CYS Management Services, Inc., has completed all the standard requirements by providing Payment and Performance bonds and necessary insurance documentation. CYS Management Services, Inc., has no previous experience with the Anchorage School District.

BUDGET SUMMARY

Design	\$ 41,470
Construction	889,666
Construction Contingency	76,154
Other Project Costs	<u>111,570</u>
Total Project Funding	\$1,118,860

CERTIFICATION OF FUNDS:

Funds Description:

- (03) Capital Project Funds
- (00312201) 2002 GO Bond Authorization
- (00312501) 2003 GO Bond Authorization
- (00312601) 2004 GO Bond Authorization
- (3122015) B02 DW Building Renewal
- (3125015) B03 DW Building Renewal
- (3126015) B04 DW Building Renewal
- (5200) Contracts

<u>Fund Source:</u>	<u>Fund</u>	<u>Funding Source</u>	<u>Funding Control</u>	<u>Account Code</u>	<u>Amount</u>
	03	00312201	3122015	38613-5200	\$321,820
	03	00312501	3125015	38621-5200	184,000
	03	00312601	3126015	38623-5200	<u>383,846</u>
					\$889,666

CC/GV/RA/PC/JA/MF/RR/jg

Attachments

Prepared by: Randy Ribble, Project Manager  
 Michael W. Franks, Construction Manager, Major Maintenance  
 Jan Anderson, Contracting Coordinator  
 Pamela K. Chenier, Director of Purchasing/Warehouse  
 Ray Amsden, Director of Facilities

Approved by: George Vakalis, Assistant Superintendent of Support Services

ANCHORAGE SCHOOL DISTRICT  
ANCHORAGE, ALASKA

ABSTRACT OF BID

Commodity or Service:	<u>Ursa Major Elementary School Window Replacement</u>
Bids Opened:	<u>2:00 P.M., Anchorage Time March 3, 2005</u>
Number of Invitations Sent:	<u>Thirty (30)</u>
Number of Responsive Bids Received:	<u>Two (2)</u>
Number of Non-Responsive Bids Received:	<u>None (Ø)</u>
Number of "NO BIDS" Received:	<u>None (Ø)</u>
Advertising Date:	<u>Anchorage Daily News February 11, 12, 13, 2005</u>
Prebid Conference Held:	<u>9:30 A.M., Anchorage Time February 17, 2005</u>
Addendum Issued:	<u>Addendum #1                      February 24, 2005</u>

ANCHORAGE SCHOOL DISTRICT  
PURCHASING DEPARTMENT  
Contracting Section  
1301 Labar Street  
Anchorage, Alaska 99515

TABULATION OF BIDS

Opened: March 3, 2005, 2:00 P.M., Anchorage Time

Invitation: Ursa Major Elementary School Window Replacement

VENDORS

- |  |   |
|--|---|
| <p>1. CYS Management Services Inc.<br/>1200 East 76<sup>th</sup> Ave. Suite 1206<br/>Anchorage, AK 99518</p> | <p>2. Dar-Con Corporation<br/>PO Box 141649<br/>Anchorage, AK 99514</p> |
|--|---|

DESCRIPTION	Estimate	1	2
Base Bid	750,000	673,222	719,532
Alternate #A - Install new cabinets and shelving under windows in classroom.		199,222	208,785
Alternate #B - Install new window blinds.		17,222	16,709
Recommend for Award		889,666	945,026

ANCHORAGE SCHOOL DISTRICT  
ANCHORAGE, ALASKA

CERTIFICATION OF FUNDS FOR  
SCHOOL BOARD ACTION ITEMS

ASD MEMORANDUM #206 (2004-2005)

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					\$889,666

Funds are available for the recommendation in the ASD Memorandum referenced above.

\_\_\_\_\_  
Director, Budget                      Date

\_\_\_\_\_  
Chief Financial Officer              Date

Instructions:

- \* Prepare this advance certificate form for any School Board memorandum, which requires School Board Financial action.
- \* Examples include: Purchase of goods and services for all funds, awards of construction contracts, purchase of lands and facilities, change orders to construction contracts.
- \* Submit this form with the School Board memorandum to the Chief Financial Officer not later than Tuesday before the respective Board meeting date.
- \* This certification is to be filed with the related School Board memorandum.