



Item Number: 4

CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: December 17, 2024

TO: Mark Washington, City Manager

COMMITTEE: Community Development Committee

LIAISON: Mary Kate Berens, Deputy City Manager

FROM: Tim Burkman, City Engineer
Engineering

SUBJECT: Resolution awarding an agreement with TRELLIS for Furniture, Fixtures & Equipment for City Facilities at 1500 Scribner Avenue NW in the amount of \$1,068,132 with total amount not-to-exceed \$1,196,132

This project consists of furnishing and delivery of Furniture, Fixtures & Equipment Services for City Facilities at 1500 Scribner Ave NW.

The scope of services to be provided will support the relocation of all the City of Grand Rapids Public Works, Parks & Recreation, Forestry, Fleet and Facilities Management departments to a site located at 1500 Scribner Avenue NW (former location of the Kent County Road Commission). Relocation of these City operations will provide an updated and modernized base of operations for City fleet vehicles and related critical operations that support the City's streets, utilities and parks functions. The construction includes remodeling and additions to an existing building, a new building with garage space, a fuel island, salt dome and more. This relocation supports the development of a 12,000-person capacity Amphitheater by the Grand Rapids-Kent County Convention/Arena Authority (CAA) at 201 Market Avenue.

A Request for Proposals (RFP) process was used to solicit services and evaluate final procurement of a firm by an evaluation team consisting of City staff and representatives of the Construction Management and Architectural firms. The evaluation team selected TRELLIS as the highest qualified firm from the group of respondents.

The attached resolution provides for the award of the agreement for this project to TRELLIS in the amount of \$1,068,132 with total expenditures not to exceed \$1,196,132. This amount includes the costs of the agreement and contingencies.

This project is being financed by the Capital Improvement Fund and the issuance of bonds. Additionally, this project has been determined eligible for American Rescue Plan

Act (ARPA) dollars. A budget request is necessary to finance a portion of this project and will be presented to the Fiscal Committee for consideration and approval at a future date.

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Your COMMUNITY DEVELOPMENT COMMITTEE recommends the adoption of the following resolution awarding an agreement to TRELLIS and authorizing expenditures in connection with Furnishing and Delivery of Furniture, Fixtures & Equipment Services for City Facilities at 1500 Scribner Ave NW.

WHEREAS, proposals were received on December 1, 2024 for the following project:

Furnishing and Delivery of Furniture, Fixtures & Equipment Services for City Facilities at
1500 Scribner Ave NW
(hereinafter referred to as the "Project")

and TRELLIS submitted a proposal of \$1,068,132; therefore

RESOLVED:

1. That the proposal of TRELLIS be accepted and that, upon approval as to form by the City Attorney, the Mayor and City Clerk be authorized to execute the agreement documents for the Project on behalf of the City.
2. That total expenditures for the Project be authorized in an amount not to exceed \$1,196,132 which includes the costs of the agreement and contingencies. Said amount of \$1,196,132 to be charged to the applicable Capital Improvement Fund codes.
3. That the City Comptroller is hereby authorized and directed to make payment, in amounts and to said payees, as the City Engineer or his designee requests in connection with the Project.

CORRECT IN FORM

DEPARTMENT OF LAW