

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Bruce Taylor/954-327-3741

PREPARED BY: Heidi Cavicchia

SUBJECT: Resolution

AFFECTED DISTRICT: Townwide

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID SUBMITTED BY ADVANCED MODULAR STRUCTURES, INC. FOR A MODULAR OFFICE BUILDING FOR THE UTILITIES DEPARTMENT.

REPORT IN BRIEF: A competitive bid was conducted for the purchase of a modular office building. The Town sent out bid specifications to eighteen (18) prospective bidders. The Town received five (5) responses. The low bidder was Work Space Plus at a bid price of \$145,190; however, they are not licensed contractors in the State of Florida and would not be able to make the connections for the water, sewer and electric utilities (approximate cost \$7,000). Additionally, they did not include the County impact fees or the cost of permits in their bid (approximate cost \$12,000). After adding the cost of these items to their original bid, the total bid price would be approximately \$164,190 which would put Work Space Plus fourth in the ranking.

The recommendation is for Advanced Modular Structures, Inc. who was the second lowest bidder at a cost of \$153,822. Advanced Modular has met all the bid requirements and included all related costs in their bid.

The original amount procured for this purchase was \$130,000. The bid being awarded to Advanced Modular Structures, Inc. is for \$153,822. The Utilities Department has appropriated the additional money in the 2008 budget to cover the difference. This Resolution is also authorizing the transfer of \$23,822 from account 040-1058-536-6401 (Capital Equipment) to account number 040-1058-536-6400 (Capital Outlay).

PREVIOUS ACTIONS: Not Applicable

CONCURRENCES: The recommended award has been reviewed by the Utilities Director and the Bid Specification Committee who all concur with the decision to award to Advanced Modular Structures, Inc

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: \$153,822

Account Name: Capital Outlay

RECOMMENDATION(S): Motion to approve the resolution

Attachment(s): Resolution, Procurement Authorization, Bid Opening Report, Utilities Department Recommendation, State of Florida Corporation Inquiry, Town of Davie Vendor/Bidder Disclosure Form, W-9 Form

RESOLUTION NO. R-2007-

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCPETING THE BID SUBMITTED BY ADVANCED MODULAR STRUCTURES, INC. FOR A MODULAR OFFICE BUILDING FOR THE UTILITIES DEPARTMENT

WHEREAS, the Town is in need of a modular office building; and

WHEREAS, the Town solicited sealed bids for this building; and

WHEREAS, after review, the Town Council wishes to accept the bid from Advanced Modular Structures, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council hereby accepts the bid from Advanced Modular Structures, Inc. for a Modular Office Building in the amount of \$153,822.

SECTION 2. The Town Council hereby authorizes the transfer of \$23,822 from Utilities Department Capital Equipment Account (040-1058-536-6401) to Utilities Department Capital Outlay Account (040-1058-536-6400).

SECTION 3. The Town Council hereby authorizes the expenditure from the Utilities Department Capital Outlay Account.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2007.

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2007.

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

<u>ACCOUNT NUMBER</u> 040-1058-536.64-01 ✓	<u>BUDGET ITEM & DESCRIPTION</u> OFFICE BUILDING	<u>APPROXIMATE COST</u> \$ 120,000
<i>UTILITIES DEPT - EQUIPMENT</i>		

METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding
- Piggyback on Contract Number _____
- Sole Source
- Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed *Bruce Taylor*
Department Head

Have Funds been reserved *Res. 36199*

Date *8/31/07* Signed *(ATD)*

Signed *Sary Shemin*
Town Administrator

BIDS SUBMITTED

VENDOR	COST
<i>* WORK SPACE PLUS</i>	<i>145,190.00</i>
<i>ADVANCED MODULAR STRUCTURES, INC.</i>	<i>153,822.00</i>
<i>M SPACE HOLDINGS</i>	<i>156,905.00</i>
<i>MOD SPACE</i>	<i>160,040.00</i>
<i>COMARK BUILDING SYSTEMS</i>	<i>193,449.00</i>

** WORK SPACE PLUS DID NOT COMPLY WITH THE TOWN'S SPECIFICATIONS.
SEE DEPT. RECOMMENDATION MEMO.*

Signed *Keith Hyman*
Procurement Manager

<u>Vendor</u>	<u>Cost</u>
<u><i>ADVANCED MODULAR STRUCTURES, INC.</i></u>	<u><i>153,822.00</i></u>

BID OPENING REPORT

BID NAME: Modular Office Building

TIME: 2:00 PM

BID NUMBER: B0714

DATE: 9-26-07

ESTIMATED COST: \$120,000.00

NO.	CONTRACTOR'S NAME	BID AMOUNT	COMMERCIAL RANKING
1.	Work Space Plus	\$145,190.00	1
2.	M Space Holdings	\$156,905.00	3
3.	Mod space	\$160,040.00	4
4.	Comark Building Sp.	\$193,449.00	5
5.	Advanced Modular	\$153,822.00	2
6.			
7.			
8.			
9.			
10.			

Marsten / THG modular Leasing

REMARKS

THE TOWN SENT SPECIFICATIONS TO EIGHTEEN (18) PROSPECTIVE BIDDERS
THE TOWN RECEIVED FIVE (5) BIDS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: [Signature]

DATE: 9-26-07

WITNESS: [Signature]

DATE: 9-26-07



Administration	797-1030	Parks & Recreation	797-1145
Budget & Finance	797-1050	Police Department	693-8200
Development Services	797-1111	Public Works	797-1240
Engineering	797-1113	Town Clerk's Office	797-1023
Fire Department	797-1090	Utilities	327-3742
Human Resources	797-1010		

TOWN OF DAVIE UTILITIES 6591 Orange Drive, Davie, Florida 33314-3399 (954) 327-3742

MEMORANDUM

TO: Herb Hyman, Procurement Manager

FROM: Bruce Taylor, Utilities Director 

DATE: October 3, 2007

RE: Bid #B-07-114 – Modular Office Building

The Utilities Department would like to recommend awarding the bid for the modular office building to the second lowest bidder, Advanced Modular Structures, Inc., at a cost of \$153,822. Advanced Modular met all of the bid requirements and included all related costs in their bid such as utility connections, impact fees and permits.

Work Space Plus was the lowest bidder at a price of \$145,190, however, they are not licensed contractors in the state of Florida and are not certified to make the connections for the water, sewer and electric utilities (approximate cost \$7,000). Additionally, Work Space Plus did not include the County impact fees or the cost of permits in their bid (approximate cost \$12,000). When you add the cost of these items to their original bid of \$145,190, the total bid price would be approximately \$164,190 which would put Work Space Plus fourth in the ranking. I spoke to Rodney Green from Work Space Plus and he understood the situation.

:hkc



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No Events
 No Name History

Detail by Entity Name

Florida Profit Corporation

ADVANCED MODULAR STRUCTURES, INC.

Filing Information

Document Number P01000027351
FEI Number 651092574
Date Filed 03/13/2001
State FL
Status ACTIVE

Principal Address

1911 NW 15TH STREET
 POMPANO BEACH FL 33069
 Changed 05/12/2002

Mailing Address

1911 NW 15TH STREET
 POMPANO BEACH FL 33069
 Changed 05/12/2002

Registered Agent Name & Address

GIUNTA, PATRICK B
 6451 N. FEDERAL HIGHWAY
 SUITE 806
 FORT LAUDERDALE FL 33308 US
 Address Changed: 07/10/2006

Officer/Director Detail

Name & Address

Title T
 WILLIS, PATRICIA A
 22383 MARTELLA AVE
 BOCA RATON FL 33433-4623
 Title P

WILLIS, GARY
22383 MARTELLA VE
BOCA RATON FL 33433

Title S

WILLIS, GARY
22383 MARTELLA AVE.
BOCA RATON FL 33433

Annual Reports

Report Year	Filed Date
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2005	02/11/2005
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2006	07/10/2006
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2007	07/10/2007
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Document Images

[07/10/2007 -- ANNUAL REPORT](#)

[07/10/2006 -- ANNUAL REPORT](#)

[02/11/2005 -- ANNUAL REPORT](#)

[05/28/2004 -- ANNUAL REPORT](#)

[04/03/2003 -- ANNUAL REPORT](#)

[05/12/2002 -- ANNUAL REPORT](#)

[03/13/2001 -- Domestic Profit](#)

Note: This is not official record. See documents if question or conflict.

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VENDOR/BIDDER DISCLOSURE

I, Patricia A. Willis, being first duly sworn state that:
The full legal name and business address of the person(s) or entity contracting with the
Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: Advanced Modular Structures, Inc
Address: 1911 NW 15th St
Pompano Beach FL 33069
FEIN: 65-1092574
State and date of incorporation: Florida 3/01

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	FL 33069	Ownership
<u>Gary Willis</u>	<u>1911 NW 15th St, Pompano Beach</u>		<u>40</u> %
<u>Patricia Willis</u>	<u>"</u>		<u>40</u> %
<u>Martin Madura</u>	<u>"</u>		<u>10</u> %
<u>Frank Cardinale</u>	<u>"</u>		<u>10</u> %

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name: NA
Address: _____

By: Patricia A. Willis
Signature of Affiant

Date: 4/26/07

Patricia A. Willis
Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 26 day of September 2007, by Patricia A. Willis, he/she is personally known to me or has presented _____ as identification.

Jana Gottshall
Notary Public, State of Florida at Large
NOTARY PUBLIC-STATE OF FLORIDA
Jana Gottshall
Commission # DD476447
Print or Stamp of Notary Expires: SEP 27, 2009
Bonded Thru Atlantic Bonding Co., Inc.

Serial Number

My Commission Expires: Sept 27, 2009

**Request for Taxpayer
 Identification Number and Certification**

Give form to the
 requester. Do not
 send to the IRS.

Name (as shown on your income tax return)
Advanced Modular Structures, Inc.

Business name, if different from above

Check appropriate box Individual/ Sole proprietor Corporation Partnership Other Exempt from backup withholding

Address (number, street, and apt. or suite no.)
1911 NW 15th St

City, state, and ZIP code
Raymond Bch, FL 33069

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number
 | | + | + | | |

or

Employer identification number
6511019121874

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person **[Signature]** Date **9/26/07**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
 - A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
 - Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.
- Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.
- The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:
- The U.S. owner of a disregarded entity and not the entity.