



Fulton County Board of Commissioners  
**Agenda Item Summary**

# 19-1022

BOC Meeting Date  
 12/4/2019

**Requesting Agency**

Real Estate and Asset Management

**Commission Districts Affected**

1, 3, 4, 5, 6

**Requested Action** *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of extend existing contract – Fulton County Library System, Bid#12ITB092812K-NH, Office Furniture, Fixtures & Equipment Supply for the Atlanta Fulton Public Library System Capital Improvement Program, Phase I in the amount of \$1,167,847.00 with Tennsco Corporation (Dickson, TN) to provide and install steel book stacks shelving for seven (7) designed libraries to complete the Library Capital Improvement Program, Phase II library renovation projects. Effective through December 31, 2020, or until completion of program as determined by Fulton County.

**Requirement for Board Action** *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract and necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

**Is this item related to a Strategic Priority Area?** *(If yes, note strategic priority area below)*

Yes All People are culturally and recreationally enriched

**Is this a purchasing item?**

Yes

**Summary & Background**

*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

**Scope of Work:** To provide and install steel book stacks shelving for seven (7) designed libraries to complete the Library Capital Improvement Program, Phase II renovation projects:

Designed Fulton County Libraries:

1	Ocee Library (L026)
2	Northeast Spruill Oaks (L027)
3	Northside (L019)
4	Mechanicsville (L028)
5	Buckhead (L015)
6	Hapeville (L036)
7	Central (L011)

Background:

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

On July 16, 2008, the Fulton County Board of Commissioners (BOC) voted to place a \$275 million bond referendum on the November 4, 2008 ballot to implement the Library Facility Master Plan. The referendum was approved with 65% voter support. Phase I of the Facility Master Plan, the construction of 8 new libraries and renovation/expansion of 2 libraries, has been completed. Phase II includes the renovation of 22 existing libraries of which the renovations of Buckhead Library, Northside Library, Dr. Robert E. Fulton/Ocee Library, Northeast/Spruill Oaks Library, Mechanicsville Library, Hapeville Library and Central Library are part.

The County solicited proposals from qualified proposers capable of providing Office Furniture, Fixtures & Equipment and installation services for the Library Capital Improvement Program. Tensco Corporation shall provide the expertise, resources and professional personnel experienced to successfully complete the Scope of Work described in the ITB.

**Community Impact:** This request involves the renovation of libraries in communities throughout the County. The successful and timely renovation of each library will impact communities countywide.

**Department Recommendation:** The Department of Real Estate and Asset Management on behalf of the Fulton County Library System recommends approval to extend existing contract to provide steel book shelving for seven (7) designed libraries to complete the Library Capital Improvement Program, Phase II library renovation project.

This extension period effective through December 31, 2020, is being requested to ensure continued furnishing and installation of steel book shelving the seven (7) designed libraries to complete the Library Capital Improvement program, Phase II renovation projects. The BOC approved the initial award on February 6, 2013, as Item #13-0093.

Hillsman, Inc. will work in collaboration with the Fulton Public Library System Project Management on coordination of delivery and installation of steel book shelving for the Phase II library renovation.

**Project Implications:** The cost of the requested service will be funded using library bond funds; therefore, it will not impact the County or library operations.

**Community Issues/Concerns:** None that the Department is aware of.

**Department Issues/Concerns:** Complete the purchase and installation of steel book shelving in time for the libraries dedication, which has a lead time of 8-10 weeks for delivery and installation.

**History of BOC Agenda Item:** Yes, see chart below:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	13-0093	2/6/13	\$545,134.63
<b>Extension No. 1</b>			<b>\$1,167,847.00</b>
TOTAL REVISED AMOUNT			\$1,712,981.63

**Contract & Compliance Information** (Provide Contractor and Subcontractor details.)

**Contract Value:** \$1,167,847.00  
**Prime Vendor:** Tensco Corporation

**Prime Status:** Non-Minority  
**Location:** Dickson, TN  
**County:** Dickson County  
**Prime Value:** \$1,051,062.30 or 90.00%

**Subcontractor:** BlackStocks Custom Storage Solutions  
**Subcontractor Status:** Non-Minority  
**Location:** Winder, GA  
**County:** Barrow County  
**Contract Value:** \$116,784.70 or 10.00%

**Total Contract Value:** \$1,167,847.00 or 100.00%  
**Total MBE Value:** \$-0-

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Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

<b>Total Contract Value</b>	<b>\$1,167,847.00 or 100.00%</b>
<b>Total M/FBE Values</b>	<b>\$-0-</b>
<b>Total Prime Value</b>	<b>\$1,051,062.30 or 90.00%</b>

**Fiscal Impact / Funding Source** *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*  
 573-650-6500-L011: Library Bond Capital Phase 2, Library, Central Library - \$1,167,847.00

**Exhibits Attached** *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*  
**Exhibit 1:** Amendment No. 1 to Form of Contract  
**Exhibit 2:** Contractor's Performance Report

**Source of Additional Information** *(Type Name, Title, Agency and Phone)*  
 Joseph N. Davis, Director, DREAM, (404) 612-3772

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

**Procurement**

<b>Contract Attached:</b> Yes	<b>Previous Contracts:</b> Yes		
<b>Solicitation Number:</b> 12ITB092812K-NH	<b>Submitting Agency:</b> Fulton County Library System	<b>Staff Contact:</b> Harry Jordan	<b>Contact Phone:</b> (404) 612-5933

**Description:** Approval to extend existing contract to provide steel book shelving for seven (7) designed libraries to complete the Library Capital Improvement Program, Phase II library renovation project.

**FINANCIAL SUMMARY**

<b>Total Contract Value:</b>		<b>MBE/FBE Participation:</b>	
Original Approved Amount:	\$545,134.63	Amount: .	%. .
Previous Adjustments:	.	Amount: .	%. .
This Request:	\$1,167,847.00	Amount: .\$-0-	. .
<b>TOTAL:</b>	<b>\$1,712,981.63</b>	Amount: .	%. .

**Grant Information Summary:**

Amount Requested: .	<input type="checkbox"/>	Cash
Match Required: .	<input type="checkbox"/>	In-Kind
Start Date: .	<input type="checkbox"/>	Approval to Award
End Date: .	<input type="checkbox"/>	Apply & Accept
Match Account \$: .		

<b>Funding Line 1:</b> 573-650-6500-L011	<b>Funding Line 2:</b> .	<b>Funding Line 3:</b> .	<b>Funding Line 4:</b> .
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**KEY CONTRACT TERMS**

<b>Start Date:</b> .	<b>End Date:</b> 12/31/2020
<b>Cost Adjustment:</b> .	<b>Renewal/Extension Terms:</b> .

**ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Davis, Joseph	Date: 11/14/2019
X	County Attorney:	Martinez, Dominique	Date: 11/22/2019
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 11/22/2019
X	Finance/Budget Analyst/Grants Admin:	Jones, Monica	Date: 11/20/2019
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 11/22/2019

AMENDMENT NO. 1 TO FORM OF CONTRACT

Contractor: **Tennsco Corporation**

Contract No. **12ITB092812K-NH, Office Furniture, Fixtures & Equipment Supply and Installation for the Atlanta Fulton Public Library System Capital Improvement Program, Phase I**

Address: **201 Tennsco Drive**  
City, State **Dickson, TN 37055**

Telephone: **(800) 251-8184**

E-mail: [measley@tennsco.net](mailto:measley@tennsco.net)

Contact: **Michael Easley**  
**V.P. Finance**

**WITNESSETH**

WHEREAS, Fulton County ("County") entered into a Contract with **Tennsco Corporation** to provide/perform Office Furniture, Fixtures & Equipment Supply and Installation for the Atlanta Fulton Public Library System Capital Improvement Program, Phase I, dated January 23, 2014, on behalf of the Fulton County Library System; and

WHEREAS, the County wishes to extend the existing contract with all terms and conditions unchanged for an additional effective term period through December 31, 2020, to continued provide and install steel book stacks shelving for seven (7) designed libraries to complete the Library Capital Improvement Program, Phase II library renovation projects for the Fulton County through December 31, 2020, or until completion of the program as determined by Fulton County; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on **November 20, 2019, BOC Item #19-** .

**NOW, THEREFORE**, the County and the Contractor agree as follows:

This Amendment No. 1 to Form of Contract is effective as of the 20<sup>th</sup> day of November, 2019, between the County and Tennsco Corporation, who agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the Contract Documents.

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1. **SCOPE OF WORK TO BE PERFORMED:** To continued provide and install steel book stacks shelving to complete the Library Capital Improvement Program, Phase II library renovation projects for seven (7) designed libraries: Ocee library, Northeast Spruill Oaks Library, Northside Library, Mechanicsville Library, Buckhead Library, Hapeville Library and Central Library; for an additional period, through December 31, 2020, or until completion of the program as determined by Fulton County.
2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed **\$1,167,847.00 (One Million One Hundred Sixty Seven Thousand Eight Hundred Forty Seven Dollars and Zero Cents)**.
3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 1 TO FORM OF CONTRACT:** Except as modified by this Amendment No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONSULTANT:

**FULTON COUNTY, GEORGIA**

**TENNSCO CORPORATION**

\_\_\_\_\_  
Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

\_\_\_\_\_  
Michael Easley  
V.P. Finance

ATTEST:

ATTEST:

\_\_\_\_\_  
Tonya R. Grier  
Chief Deputy Clerk to the Commission

\_\_\_\_\_  
Secretary/  
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Office of the County Attorney

\_\_\_\_\_  
Notary Public

APPROVED AS TO CONTENT:

County: \_\_\_\_\_

\_\_\_\_\_  
Joseph N. Davis, Director,  
Department of Real Estate and Ass  
Management

Commission Expires: \_\_\_\_\_

(Affix Notary Seal)

ITEM#: _____ RCS: _____ <b>RECESS MEETING</b>	ITEM#: _____ RM: _____ <b>REGULAR MEETING</b>
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DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
11/15/2019	12/31/2020	1/23/2014	12/31/2020
PO Number		PO Date	
Department	<b>Real Estate and Asset Management</b>		
Bid Number	12ITB092812K-NH		
Service Commodity	Steel Book Shelving		
Contractor	Tennsco Corporation		

0 = Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
1 = Poor	<i>Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.</i>
2 = Satisfactory	<i>Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</i>
3 = Good	<i>Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</i>
4 = Excellent	<i>Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.</i>

I. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

0  
 1  
 2  
 3  
 4

The goods and services provided to the County by Tennsco Corporation was of high quality. The shelving has performed to meet the expectations of the using department.

II. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

0  
 1  
 2  
 3  
 4

All goods provided by Tennsco Corporation were delivered and installed on time to each of the library branches.

III. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

0  
 1  
 2  
 3  
 4

Tennsco was responsive to County and Library inquiries regarding shelving. They were also willing to address minor adjustments and deviations to meet user requirements.

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1 (-Met User Quality Expectations - Met Specification - within Budget - Proper Invoicing - No Substitutions)

- 0
- 1
- 2
- 3
- 4

Comments:

The County and Library are satisfied with the shelving provided by Tennsco and the installation of the shelving in all Phase I libraries.

i. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)


- 0
- 1
- 2
- 3
- 4

Comments:

Tennsco Corporation's staff were well prepared and experienced in providing and installing steel book shelving. They were very knowledgeable about shelving components and the conditions at each facility.

Overall Performance Rating: 3.8

Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)	Rating completed by:	
<input checked="" type="radio"/> Yes <input type="radio"/> No		

Department Head Name	Department Head Signature	Date
JOSEPH M. DAVIS		11/13/2019