RESOLUTION NO. <u>2022-053</u>5

City Clerk Office Use Only:

Publication Date (if applicable):

Agenda Date: 5/24/2022

Department: MUO'S DASCE

Submitter: TOWANDERSON

CITY OF OMAHA LEGISLATIVE CHAMBER Omaha, Nebraska

RESOLVED BY THE CITY COUNCIL OF THE CITY OF OMAHA:

WHEREAS, moving services are needed in conjunction with the relocation of the W. Dale Clark (Main) Library; and,

WHEREAS, in accordance with Omaha Municipal Code, Section 10-187, Hallett & Sons Expert Movers, Inc., was selected to provide moving services as delineated in the attached Contract for Moving of Omaha Public Library Collections, Shelving, and FF&E; and,

WHEREAS, Hallett & Sons Expert Movers, Inc., has agreed to perform these services for a fee of \$355,146.00, to be paid from the General Fund 11111, Library Facilities Capital Organization 131593, year 2022 funding.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OMAHA:

THAT, as recommended by the Mayor, the Contract for Moving of Omaha Public Library Collections, Shelving, and FF&E with Hallett & Sons Expert Movers, Inc., to moving services associated with the relocation of the W. Dale Clark (Main) Library, is hereby approved.

BE IT FURTHER RESOLVED:

THAT, the Finance Department is authorized to pay a fee of \$355,146.00, from the General Fund 11111, Library Facilities Capital Organization 131593, year 2022 funding.

APPROVED ACTO FORM

Mathew M. Sue 5/19/22

CITY ATTORNEY

DATE

Adopted:

MAY 24 2022

Attest:

City Clerk

Approved:

Mavoi

ACTING

CONTRACT for MOVING OF OMAHA PUBLIC LIBRARY COLLECTIONS, SHELVING AND FF&E

THIS CONTRACT entered this 10th day of May, 2022 by and between the City of Omaha, Nebraska a municipal corporation, hereinafter called "Library", and HALLETT & SONS EXPERT MOVERS, INC. 7535 W. 59th Street, Summit, IL 60501, hereinafter called "VENDOR".

WITNESSETH:

WHEREAS, the Library has solicited a proposal for Moving of Library Collections, Shelving and FF&E, 220405 OPLR Mover RFP, Relocation Services for Omaha Public Library Relocation; and

WHEREAS, VENDOR has submitted the proposal most beneficial to the Library and is ready, willing, and able to provide the commodities and/or services required by the **Library**.

NOW, THEREFORE, the parties hereto agree as follows:

- 1. Scope of Services. VENDOR shall provide to the Library all commodities and/or services specified in its response to 220405 OPLR Mover RFP, Relocation Services for Omaha Public Library Relocation, which are incorporated herein by this reference the same as if it were fully set forth. The proposal package, including all specifications, plans and addenda, provided by the Library as part of the proposal letting process for 220405 OPLR Mover RFP, Relocation Services for Omaha Public Library Relocation, shall be considered a part of this contract and is incorporated by reference herein. The order of precedence, in case of disagreement in terms, shall give first priority to the express terms of this contract, followed by the Vendor's proposal, and then the Library's RFP package.
- 2. Compensation. Omaha Library agrees to pay to VENDOR the not to exceed amount of \$355,146.00 to include measuring, plotting, tagging, cleaning moving collections; disassemble, move, reassemble designated shelving; all designated FF&E with associated costs and work to be completed according to the benchmark schedule outlined in attached Exhibit A. (Any additional work performed beyond the scope of this agreement is a compensable extra.)
- 3. **Term. VENDOR** further agrees that the work under this contract shall be completed to the full satisfaction of the **Library** (Tarna Kidder/Owner Representative) **on or before the date to be specified by the Library** (**projected for September 30, 2022**), **for completion. VENDOR** shall not be liable for any delay due to circumstances beyond its control including change in requirements by **Library**, casualty, acts of God, illness, injury, delay due to change of schedule required by the performance failures of other contractor(s) or unavailability of materials. This contract is subject to cancellation by the **Library**, at its discretion at any time within the original contract term or within any successive renewal, upon thirty (30) days written notice to **VENDOR**. If, for any reason, the contract is terminated early, the Vendor will be due compensation for all work completed and services rendered up to the date of termination.

If for any reason the **Library** has to delay start date and move schedule after the City has issued the notice to proceed, the **Library** will be charged any and all additional,

documented, costs **VENDOR** incurs due to that change. This includes, but is not limited to, change costs/penalty charges for previously secured staff costs (if staff are onsite at time of change).

4. Insurance.

1. Commercial General Liability

Covering premises---operations, xcu hazards, Product/Completed Operations, Broad Form Property Damage and Contractual Liability with minimum limits as follows:

Bodily Injury Liability \$500,000 Each Occurrence \$500,000 Each Aggregate

Property Damage Liability \$500,000 Each Occurrence

\$500,000 Each Occurrence \$500,000 Each Aggregate

Or

Bodily Injury and Property Damage \$500,000 Each Occurrence Liability (Combined Single Limit) \$500,000 Each Aggregate

2. Comprehensive Automobile Liability

All Owned, Non-Owned, and Hired vehicles with minimum limits as follows:

Bodily Injury Liability \$500,000 Each Accident Property Damage Liability \$500,000 Each Accident

Or

Bodily Injury and Property Damage Liability (Combined Single Limit)

\$500,000 Each Accident

- 3. Workers' Compensation to meet Statutory requirements.
- 4. Employers Liability

\$100,000 Each Accident \$500,000 Aggregate

\$100,000 Occupational Disease

- 5. **Independent Contractor.** The relationship of the **VENDOR** to the **Library** will be that of an independent contractor. No employee or agent of the **VENDOR** shall be considered an employee of the **Library**.
- 6. **Compliance with Laws. VENDOR** shall comply with all laws, statutes and ordinances which may pertain to the providing of services under this Contract.
- 7. **No Assignment.** The services to be provided by the **VENDOR** under this Contract are personal and cannot be assigned, sublet or transferred without the specific written consent of the **Library**.

- 8. **Non-Discrimination. VENDOR** shall comply with all applicable requirements of the Non-Discrimination and Equal Employment /Affirmative Action Program Requirements.
- 9. **Third Party Exclusion.** This Contract is intended solely for the benefit of **Library** and Vendor and is not intended to benefit, either directly or indirectly, any third party or member(s) of the public at large. No third party may sue for damages based on the terms or performance of this Contract.
- 10. **No Arbitration**. The Vendor and the **Library** shall not be obligated to resolve any claim or dispute related to the Contract by arbitration. Any reference to arbitration in bid or proposal documents is deemed void.
- 11. **Governing Law.** This contract shall be interpreted according to the laws of the State of Nebraska.
- 12. **Representative's Authority to Contract.** By signing this contract, the representative of the **VENDOR** represents the he or she is duly authorized by the **VENDOR** to execute this contract, and that the **VENDOR** has agreed to be bound by all its provisions.
- 12. **Representative's Authority to Contract.** By signing this contract, the representative of the **Contracting Entity** represents the he or she is duly authorized by the **Contracting Entity** to execute this contract, and that the **Contracting Entity** has agreed to be bound by all its provisions.

IN WITNESS WHEREOF, the parties have set their hands the day and year first above written.

ATTEST:	CONTRACTING ENTITY:
Print Name City Clenc Witness Position	Print Name Authorized Representative Position
CITY OF OMAHA, NEBRASKA:	HALLETT & SONS EXPERT MOVERS, INC.
Date 5-74-7027 Mayor Jean Stothert PLA FUSTER City of Omaha, Nebraska	Date Dawn Hallett-Ternes President

EXHIBIT A

BENCHMARK DELIVERABLES -

DATES	DELIVERABLES
May/June TBD	Pre-Planning Meeting
Late July/early	Preparation and Planning Meeting, Delivery of packing boxes, labels etc. to
August TBD	Library
Late	
August/early	Prep Team arrives to tag and clean collections
September- TBD	
Early	Move Team arrives; Moving equipment is delivered. Physical move of
September- TBD	collections, shelving, FF&E begins (17 consecutive calendar days on site)
Late September-	Physical move of collections complete, Moving equipment is removed from
TBD	site, final review.
September 30	Project complete

ASSOCIATED COST TABLE:

Relocate Library Collections	\$284,888.00
Relocate Archival Collections	\$16,880.00
Relocate Office FFE	\$25,580.00
Clean Library Collections	\$14,180.00
Clean Archival Collections	\$1,880.00
Shelf Cleaning	\$5,880.00
Addt'l 150 Packing Totes	\$850.00
P&P Bond	\$5,000.00
TOTAL	\$355,146.00

FOR PURPOSES OF SCOPE MODIFICATION:

Supervisor Hourly Rate	\$78.00
Driver Hourly Rate	\$60.00
Mover Hourly Rate	\$60.00
Shelving Installers Hourly Rate	\$60.00
Truck Hourly Rate	\$60.00

2. ESTIMATED RELOCATION COST

Hallett Movers For Omaha Public Library

ESTIMATED RELOCATION COST, separately outlining:

Library Collections

Estimated cost = \$284,888.00

Includes planning, prepping, packing, move, reshelving of all General Collection Library media materials including Government Documents and Genealogy. Also includes disassemble, move and reassemble of approximately 777 double faced sections of shelving and 211 single faced units of shelving as based on schematics for 84th street Distribution Center.

Archival Collections

Estimated cost = \$16,880,00

Includes planning, prepping, packing, move, reshelving of all Archive Collection materials including volumes, boxed materials, file cabinets, card catalogues, architectural models and other ephemera located in closed stacks on 4th floor. Also includes disassemble, move and reassemble of associated shelving.

Office Furniture, Fixtures, and Equipment (FFE)
 Estimated cost = \$25,580,00

Includes planning, prepping, move and final placement of all items on current inventory listing. Delivery of 150 tote cartons for staff packing use. Pack up and move of supply room. Also includes disassemble, move and reassemble of associated shelving.

All above cost estimates include all supervision, labor, supplies, equipment and transportation.

Fee Percentage = 25%

Alternate Options:

Collection Cleaning

- Library Collections
 Estimated cost = \$14,180.00
- Archival Collections
 Estimated cost = \$1,880.00

See cleaning method that follows below.

Shelf Cleaning

Estimated cost = \$5,888.00

Clean, wiping down with stretch and dust cloths, approximately 10,590 shelves after reassembling at 84th street Distribution Center.

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File Cabinet Card Catalog		42	-8				ļ		3	Germalogy			yes				<u> </u>		Obtuacies
Printer on floor	*								2	Cemakgy							ļ		
Shelf Wall Mounted	8	3.7	_	ļ		7	L		3	Camalogy			yes	L				L	
Shelf Well Mounted	5	3'9	L			7			3	Cerealogy	Storage		yes	L					
Table		42	42				L		3	Cemelogy	Storage								
Tuble Format	•	48	30	L					3	Germakigy									
Patrie Wood	7	72	48						3	Genealogy			277						pick nicer teldes for public area at 84th
Table, Wood	•	40	36						3	Овтимоду			79				T	1	
Podur	-						l	Coas	2	Oper Anna			уеь?				f		8y ganealogy
Chair Rolling Desk	9								3	Microthn									

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			CAMEN	0.040		7			00	RENT LOCA	70.0 4	1		W LOCAT			٦.		
				3078	-			-									1	ia	
ITEM	OMEA		*	H	D	NO. SHLF	CAP.	COND	FLOOR	DEPT	RMA NO.	TO DWTN BRCH	CHER	OTHER BRICH	SALY	DISP	could	Can mayerdispose helore dature?	COMMENT
Locker Buit-ri	6	7 84							3	Microfilm	Secret Floors	ne	ric			2000020 210			
Map Case	•	48	36						3	Microfilm	Secret		yes?						
Microfen Case	31	29	21						3	Microster	1		yen						
Microfilm Case	20	29	24			†			3	Microttes			YES						
Microfilm Case (Centus)	-	-2-	30			 			3	Micrethy			yes				 		Cedaus Film
Microfilm Case (TM: Obligation)	-	36	-8						3	Microfilm	Store Floore		yes						TM: gollection drawers
Microfilm Statister			1						3	Microfim	†		yes				i		
Microfilm Reader Table	2	60-	30						3	Microfilm	i		yes						· · · · · · · · · · · · · · · · · · ·
Microfiert Fleeder Table	- 2	48	30	1		1			2	Microfilm		 	yes				T	 	
Microfilm Resider Table	•	5C	48			1			3	Microfilm			yes				1	T	
Microfilm Reader Table	7	33	29	 	 	 			3	Microfilm			yes			-	t -	1	
Shaf Well Mounted Motel	+2	3							3	Microfilm	Secret Floore								
Table		72	32						3	Microfin	Secret Room							<u> </u>	
T within	-	60	36		<u> </u>	1			3	Microfim	Secret Foom								
Table West	•	33	30						3	Microfilm									
Table Wood	•	73	36	1					3	Microfim								1	
Sesk	*	60	3¢	1					3	NE Raf			yes				1		
File Cabinet	29	+8	29						3	AER#			yes					· · · · · · · · · · · · · · · · · · ·	
Shaf, Couble Sided, Metal	è	3%				7			3	NE Ref			yes					1	
Atlas Stand	7		33	45	29				3	Open Area	emstable		,					1	
Chair Plesic	ś								3	Oper Ama			nc			5		T	
Char. Rolling Desk	12								3	Open Area								1	
Char. Wood	26							- ex	3	Open Area						26	ne	ne	Streets weres 4 chars
Computer Faths	14	72	30					Coor	3	Open Area		· · · · · ·						†	
Crapky byA Frame	·				1			Cooss	3	Oper Area		?						nc	
Cispley Case, Glass	•		52	36	44				3	Open Ansa								1	By computers, genealogy and in chatren's a
Couble Chair & Table Combo	3							itie baar at	3	Oper Area	Sant Side				3			пе	Carrage to chees on corners, offer to other departments/suction
File Cabinst by Magazones	2		18	57	28			comers	3	Oper Area	 	yes?					1	-	Bymagaznes
File Catheret by Mag facing wall	3		18	57	28				3	Open Area		yes?	-	 		3	 	1	Facing wall by magazings
File Cabinet Art photos			18	57	28			_	3	Oper Area	-	yea?	 	H			-	 	On marcofilm well/artichtoca
Governors Chair	- -		۰						3	Oper Area		- T					┼──	+	Contraction within the contract
Mac Storage	2		47	53	35				3	Open Area							 	+	
Mac Strage	7		18	- 57 - 67	28				3	Oper Area	-				\vdash		 	 	
Printer					- 20				3	Oper Area					-				
Sasartebori Station	2		60	35	36			Poor	3	Oper Area	-			 	2		-	1	offer to other departments audion
Reservation Station			48	39	22	-	ļ	-cor	3	Oper Area				\vdash	2		₩		
Table by porter			24	30	29			Good	3	Open Area					3		<u> </u>		offer to other departments budgen By Printer, Taken from Cafe

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printer & stand		1		 	1	1		_	-		 			<u> </u>		+	+	+	
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Sable		158	6.8	+-	+	 	1		 	 				 		 	+	+	
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'Atte		48	24	† 	+	+	 -				t			\vdash	\vdash		+		
Sellie	•	24	3C	 	1		†		<u> </u>		-						+	1	
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projector		+		+	+	 		†	 		1		-	 	-	 	+	+	-
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5 cork board dwider panels																		1	
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