



**CITY OF NOVI CITY COUNCIL**  
**SEPTEMBER 9, 2024**

**SUBJECT:** Consideration of approval to award the contract to Long Mechanical, the low bidder, for Novi Ice Arena replacement of existing HVAC units in the amount of \$733,560 and amend the budget.

**SUBMITTING DEPARTMENT:** Parks, Recreation & Cultural Services

**KEY HIGHLIGHTS:**

- Replacement of the original (1998) Novi Ice Arena HVAC units is necessary due to age and mechanical failures.
- The project scope consists of replacement of the dehumidification unit, locker room make up air unit and a pair of duct furnaces serving the ice rinks.
- The project will require a 2-week shutdown to complete repairs in spring 2025.

	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>Total</b>
<b>EXPENDITURE REQUIRED</b>	<b>\$ 0</b>	<b>\$ 733,560</b>	<b>\$ 733,560</b>
<b>BUDGET</b>			
1. Dehumidification project rollover into FY 2024-2025 (570-000.00-976.221)	<b>\$ 167,505</b>	<b>\$ 167,505</b>	<b>\$ 167,505</b>
2. HVAC Replacement (570-000.00-976.221)	<b>\$</b>	<b>\$ 0</b>	<b>\$</b>
<b>APPROPRIATION REQUIRED</b>	<b>\$</b>	<b>\$ 566,055</b>	<b>\$ 566,055</b>
<b>FUND BALANCE IMPACT</b>	<b>\$</b>	<b>\$ (566,055)</b>	<b>\$ (566,055)</b>
<ul style="list-style-type: none"> <li>• 20% contingency is included in expenditure requirement</li> <li>• Use of fund balance/reserves of \$566,055.</li> <li>• Current balance of reserves is just over \$900,000</li> </ul>			

**BACKGROUND INFORMATION:**

The City of Novi accepted proposals from qualified firms for the replacement of existing HVAC units at the Novi Ice Arena, located at 42400 Nick Lindstrom Dr, Novi, MI 48375.

The project includes demo and disposal of old units, all gas and electrical connections, delivery and rigging of new equipment, new duct work, and all required permits.

Long Mechanical was the lowest responsible bidder for this project. Long Mechanical has satisfactorily completed similar scale projects for southeast Michigan facilities. Long Mechanical provided a voluntary alternate in the amount of \$11,300 for the replacement of the entire roof of the mechanical area roof. Staff and our consultant, OHM Advisors recommends award of this contract and accepting the voluntary alternate to Long Mechanical in the amount of \$611,300 for the project. Staff is also recommending a 20% contingency be approved for unanticipated expenses that may occur during the project. The City's previously budgeted project of the replacement of dehumidification units will be rolled over to assist with the costs of the HVAC replacement. The rollover amount is \$167,505.

It is important to note, the Ice Arena's last debt service payment was made during fiscal year 2024. The Ice Arena is now debt free. Annual debt service payments were approximately \$500,000.

**RECOMMENDED ACTION:** Consideration of approval to award the contract to Long Mechanical, the low bidder, for Novi Ice Arena replacement of existing HVAC units in the amount of \$733,560 and amend the budget.

**RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following  
Budget Amendment for the HVAC replacement is authorized:

	<b>INCREASE (DECREASE)</b>
<b>Ice Arena Fund</b>	
<b>APPROPRIATIONS</b>	
Capital Outlay	566,055
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 566,055</u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><u>\$ (566,055)</u></u>

I hereby certify that the foregoing is a true and complete copy of a  
resolution adopted by the City Council of the City of Novi  
at a regular meeting held on September 9, 2024.

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Cortney Hanson  
City Clerk

August 28, 2024

Jeffrey Muck, CPRP  
Director  
City of Novi, Parks, Recreation & Cultural Services  
45175 Ten Mile Rd Novi, MI 48375

RE: Novi Ice Arena HVAC Replacement  
Recommendation of Award

Dear Mr. Jeffrey Muck:

Sealed bids for the Ice Arena HVAC Replacement Project were received and publicly read aloud on Monday, August 26, 2024 at the Finance Department, at 2:00 pm. Proposals were received by the City from three (3) bidders. We have reviewed and checked the bids, and attached the Bid Tabulation for your information. The lowest three bidders are as follows:

Contractor	TOTAL BID
Long Mechanical	\$600,000
Serv-Ice	\$820,000
Technical Hot Cold	\$1,060,550

The project scope consists of replacement of the dehumidification unit, locker room make up air unit and a pair of duct furnaces serving the ice rinks.

Based on the current bidding environment and nationwide inflation, we are satisfied with the bid results. We reached out to other bidders that did show interest in completion of the project. The bid spread can be explained by Long Mechanical self performing approximately 80% of the work while others are subcontracting and including a markup.

Long Mechanical is the apparent lowest responsible bidder for this project. Long Mechanical has satisfactorily completed similar scale projects for southeast Michigan facilities. Long mechanical provided a voluntary alternate in the amount of \$11,300 for the replacement of the entire roof of the mechanical area roof. Therefore, we recommend award of this contract and accepting the voluntary alternate to Long Mechanical in the amount of **\$611,300** for the project.

If you have any questions, please do not hesitate to call me at (989) 928-5911

Sincerely,  
OHM Advisors



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Sean A. Tabacsko  
Project Manager  
Encl: Bid Tabulation

cc: Tim Juidici, P.E., OHM



**City of Novi**  
**Ice Arena HVAC Replacement**  
**BID TABULATION SHEET**  
**August 26, 2024**

Contractor	BOND	ADDENDUM 1	ADDENDUM 2	ADDENDUM 3	Base Bid	Comments
Serv-Ice	X	X	X	X	\$820,000	
Long Mechanical	X				\$600,000	Missing Acknowledgement of Addendums
Technical Hot Cold		X	X	X	\$1,060,550	Missing Bid Bond


**FW: Post bid interview - Novi Ice Arena**

Jim Long &lt;jlong@longmechanical.com&gt;

Fri 8/30/2024 1:51 PM

To: Sean Tabacsko &lt;Sean.Tabacsko@ohm-advisors.com&gt;

Cc: Chad Neuer &lt;cneuer@longmechanical.com&gt;; Jim Ballantine &lt;jballantine@longmechanical.com&gt;; Allison Long &lt;along@longmechanical.com&gt;

 3 attachments (755 KB)

Addendum 1 Novi Ice Arena.pdf; Addendum 2 Novi Ice Arena.pdf; Novi Ice Arena\_Addendum 3\_Issued\_240821.pdf;

You don't often get email from jlong@longmechanical.com. [Learn why this is important](#)**This Message originated outside your organization.**

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Sean,

We enjoyed the meeting also.

Please note that our base bid is not affected by the three attached addendums you sent.

Also to note is that we are a Certified WBE.

We discussed adverse weather and liquidated damages. Will there be something within our contract that will address this item.

Please let us know if you need anything else.

**Jim Long**

Office: 248-349-0373

Cell: 248-330-5201

[www.longmechanical.com](http://www.longmechanical.com)

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**From:** Sean Tabacsko <Sean.Tabacsko@ohm-advisors.com>**Sent:** Friday, August 30, 2024 10:53 AM**To:** Jim Long <jlong@longmechanical.com>**Cc:** Jim Long <jlong@longmechanical.com>**Subject:** Re: Post bid interview - Novi Ice Arena

See attached Addendums. Pleasure meeting with you and your team this morning.

**SEAN TABACSKO | OHM Advisors®**

SENIOR PROJECT MANAGER

**D** (989) 393-1717 | **M** (989) 928-5911 | **O** (989) 956-2020

[Sean.Tabacsko@ohm-advisors.com](mailto:Sean.Tabacsko@ohm-advisors.com) | [OHM-Advisors.com](http://OHM-Advisors.com)

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**From:** Sean Tabacsko

**Sent:** Tuesday, August 27, 2024 1:38 PM

**To:** Sean Tabacsko <[Sean.Tabacsko@ohm-advisors.com](mailto:Sean.Tabacsko@ohm-advisors.com)>; [Jrlong@longmechanical.com](mailto:Jrlong@longmechanical.com) <[Jrlong@longmechanical.com](mailto:Jrlong@longmechanical.com)>

**Cc:** Jim Long <[jlong@longmechanical.com](mailto:jlong@longmechanical.com)>

**Subject:** Post bid interview - Novi Ice Arena

**When:** Friday, August 30, 2024 10:30 AM-11:00 AM.

**Where:** <https://ohm-advisors.zoom.us/j/94969901043?pwd=SQsjXDt9AJZ3npdFuu1VtmxpOu2oJl.1&from=addon>



Hi there,

Sean Tabacsko is inviting you to a scheduled Zoom meeting.

## [Join Zoom Meeting](#)

Password: 870056

Phone one-tap: [+13126266799](tel:+13126266799), [94969901043#](tel:+194969901043)

Meeting URL: <https://ohm-advisors.zoom.us/j/94969901043?pwd=SQsjXDt9AJZ3npdFuu1VtmxpOu2oJl.1&from=addon>

## Join by Telephone

For higher quality, dial a number based on your current location.

Dial: +1 312 626 6799

Meeting ID: 949 6990 1043

Password: 870056



DOCUMENT 00 41 13 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: Long Mechanical
- B. Project Name: Novi Ice Arena HVAC Replacement.
- C. Project Location: 42400 Nick Lidstrom Drive, Novi, Michigan, 48375.
- D. Owner: City of Novi.
- E. Architect: OHM Advisors.
- F. Architect Project Number: 0163-24-0020.

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by OHM Advisors and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:  
1. Six Hundred Thousand Dollars Dollars (\$ 600,000.00).

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:  
1. Eleven Thousand Seven Hundred Dollars Dollars (\$ 11,700.00).
- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

- A. The following companies shall execute subcontracts for the portions of the Work indicated:
  - 1. Roofing Work: Roof Management
  - 2. Plumbing Work: Long Mechanical
  - 3. HVAC Work: Long Mechanical
  - 4. Electrical Work: Automated Energy Controls

1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work by June 8, 2025.

City of Novi  
Novi Ice Arena HVAC Replacement  
OHM PROJECT # 0163-24-0021

BID FORM - STIPULATED SUM (SINGLE-PRIME  
CONTRACT)  
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07/15/2024

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

- 1. Addendum No. 1, dated \_\_\_\_\_
  - 2. Addendum No. 2, dated \_\_\_\_\_
  - 3. Addendum No. 3, dated \_\_\_\_\_
  - 4. Addendum No. 4, dated \_\_\_\_\_
- ) None

1.7 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

- 1. Bid Form Supplement - Bid Bond Form (AIA Document A310-2010).


1.8 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in City of Novi, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.9 SUBMISSION OF BID

A. Respectfully submitted this 26th day of August, 2024.

B. Submitted By: Long Mechanical (Name of bidding firm or corporation).

C. Authorized Signature:  (Handwritten signature).

D. Signed By: JAMES R. LONG (Type or print name).

E. Title: SECRETARY (Owner/Partner/President/Vice President).

F. Witnessed By:  (Handwritten signature).

G. Attest:  (Handwritten signature).

H. By: ALLISON LONG (Type or print name).

I. Title: PRESIDENT (Corporate Secretary or Assistant Secretary).

J. Street Address: 190 E. Main

K. City, State, Zip: Northville, MI 48167

L. Phone: 248-349-0373

M. License No.: 7104573

N. Federal ID No.: 38-1897840 (Affix Corporate Seal Here).

END OF DOCUMENT 00 41 13

City of Novi  
Novi Ice Arena HVAC Replacement  
OHM PROJECT # 0163-24-0021

BID FORM - STIPULATED SUM (SINGLE-PRIME  
CONTRACT)  
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07/15/2024



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190 East Main Street · Northville, MI 48167 · (248) 349-0373 · fax: (248) 349-3869

## **NOVI ICE ARENA HVAC REPLACEMENT**

Voluntary Alternate

Completely replace existing roof with 20 year 50 mil Duro-Last roof.

Add To Base Bid:     \$11,300.00

# THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310 - MODIFIED

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we  
Long Mechanical Inc  
190 East Main Street, Northville, MI 48167  
as Principal, hereinafter called the Principal, and  
Hartford Fire Insurance Company  
One Hartford Plaza, Hartford, CT 06155-0001  
a corporation duly organized under the laws of the State of Connecticut  
as Surety, hereinafter called the Surety, are held and firmly bound unto  
City of Novi  
45175 W. Ten Mile Road, Novi, MI 48375-3024  
as Obligee, hereinafter called the Obligee, in the sum of

Five Percent (5%) of Amount Bid Dollars ( 5% ),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.


WHEREAS, the Principal has submitted a bid for


Novi Ice Arena HVAC Replacement - Replace Rooftop Equipment

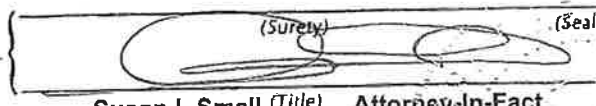
NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding mutually acceptable to the Surety and Obligee with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 26th day of August, 2024

  
(Witness)

Long Mechanical Inc  
  
(Principal) (Seal)  
(Title) V. PRESIDENT  
Hartford Fire Insurance Company

  
(Witness)

  
(Surety) (Seal)  
Susan L Small (Title) Attorney-In-Fact



# POWER OF ATTORNEY

Direct Inquiries/Claims to:

THE HARTFORD  
 BOND, T-11  
 One Hartford Plaza  
 Hartford, Connecticut 06155  
[Bond.Claims@thehartford.com](mailto:Bond.Claims@thehartford.com)  
 call: 888-266-3488 or fax: 860-757-5835

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: VTC INSURANCE GROUP  
 Agency Code: 35- 351225

- Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, up to the amount of Unlimited:

Jeffrey A. Chandler, Alan P. Chandler, Ian J. Donald, Bryan Forman, Wendy L. Hingson, Kathleen M. Ireland, Megan L. Reynolds, Susan L. Small, Robert Trobec, T. L. Young of TROY, Michigan

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on May 23, 2016 the Companies have caused these presents to be signed by its Assistant Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



*Shelby Wiggins*

Shelby Wiggins, Assistant Secretary

*Joelle L. LaPierre*

Joelle L. LaPierre, Assistant Vice President

STATE OF FLORIDA

COUNTY OF SEMINOLE

ss. Lake Mary

On this 20th day of August, 2021, before me personally came Joelle LaPierre, to me known, who being by me duly sworn, did depose and say: that (s)he resides in Seminole County, State of Florida; that (s)he is the Assistant Vice President of the Companies, the corporations described in and which executed the above instrument; that (s)he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that (s)he signed his/her name thereto by like authority.



*Jessica Ciccone*

Jessica Ciccone  
 My Commission HH 122280  
 Expires June 20, 2025

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of August 26th, 2024.

Signed and sealed in Lake Mary, Florida.



*Keith D. Dozois*

Keith D. Dozois, Assistant Vice President

Rec'd T. Marzoni 8/26/24 1:50 PM

LONG MECHANICAL  
190 E. MAIN STREET  
NORTHVILLE, MICHIGAN 48167-1692

**TO:**

**SEALED PROPOSAL ENCLOSED**  
Novi Ice Arena HVAC Replacement  
City of Novi Finance Dept.  
45175 Ten Mile Rd  
Novi, MI 48375



**POST BID ADDENDUM 1**

**DATE:** September 3, 2024

**PROJECT:** Novi Ice Arena HVAC Replacement

**OWNER:** City of Novi

The following shall be incorporated into the Contract Documents dated 2024 July 15

**GENERAL**

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The liquidated damages clause shall not apply to roofing delays due to weather.

**PROJECT MANUAL**

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**DRAWINGS**

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**QUESTIONS**

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**End of Post Bid Addendum No. 1**