

## **Coldwater Surveillance System**

Our first 5-year license for the surveillance camera system in use at the Coldwater branch expires later this year. While we use much simpler (and cheaper) systems at our other locations, the sheer number of cameras at the Coldwater Branch, and the complexity that introduces, has required a different approach. After trying both our home-grown solution, then a local contractor, and not being satisfied with either, we tested Verkada's proprietary system and then fully implemented it 5 years ago. As much as I dislike proprietary solutions, Verkada has worked so much better than anything we've used previously. Their system is robust, the feature set is rich, and we've been satisfied using it. They allowed their hardware to be used for up to 10 years, so after this 5-year license expires, we will have a significantly more expensive upgrade to new hardware if we continue to go that route. But for now, I recommend that you approve the renewal quote budgeted for in this year's budget to continue with Verkada for another 5 years.

**Requesting \$15,660.58 from the general fund to renew our surveillance system with Verkada.**


## **Mulder's Moving**

As you can see from the attached estimate, Mulder's has given us a worst-case estimate. I am confident that most days will be shorter than this estimate, but it's still a big project, and the timing involved to lay the carpet squares will also dictate how much the movers can move at any one time. So it's still a lot of trips, even if the days probably won't be as long as this estimate, and understandably expensive to move literally everything on the floors of a 17,000 square foot building.

**Requesting approval to proceed with Mulder's Moving for our carpeting project, and requesting authorization to pay the \$15,000 deposit on services from the general fund.**

We did budget enough in our Upkeep budget category this year to cover this expense. However, this will either push our bathroom renovation project back to next year, or we'll need to make a budget amendment by year end to use more of the Unassigned Fund Balance for this purpose. Given that our audit showed our Unassigned Fund Balance ended 2023 with about \$40,000 more than we predicted, I would recommend that we still proceed with modernizing the restrooms. So, I also request guidance on how you'd like me to proceed on the restroom project.

Submitted by John Rucker

**From:** keith@muldersmoving.com   
**Subject:** Rough estimate for the Coldwater Library recarpeting project beginning on 4-1-24  
**Date:** March 13, 2024 at 10:21 AM  
**To:** ruckerj@branchdistrictlibrary.org, holibaughc@branchdistrictlibrary.org



Good morning John and Christina,

Based on the schedule that we came up with at our last meeting with Wendy for the project I have put together a rough estimate for the project.

<u>Day #1: April 1:</u> overtime	4 men/truck/van @ \$350.00/hr. for 8 hrs. reg. and 1.5 hrs.	\$ 3550.00
<u>Day #5: April 5:</u> overtime	4 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs.	3217.50
<u>Day #8: April 10:</u> overtime	4 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs.	3217.50
<u>Day #10: April 15:</u>	4 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs. overtime	3217.50
<u>Day #12: April 17:</u> overtime	6 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs.	3217.50
<u>Day #14: April 22:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00
<u>Day #16: April 24:</u> overtime	4 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs.	3217.50
<u>Day #18: April 29:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00
<u>Day #19: April 30:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00
<u>Day #20: May 1:</u> overtime	4 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs.	3217.50
<u>Day #22: May 6:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00
<u>Day #23: May 7:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00
<u>Day #25: May 9:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00
<u>Day #26: May 10:</u> overtime	6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.	4755.00

Day #29: May 15: 6 men/van @ \$465.00/hr. for 8 hrs. reg. and 1.5 hrs.  
overtime 4755.00

Day #30: May 16: 4 men/van @ \$315.00/hr. for 8 hrs. reg. and 1.5 hrs.  
overtime 3217.50

Day #33: May 21: 6 men/truck/van @ \$500.00/hr. for 8 hrs. reg. and 1.5 hrs.  
overtime 5072.50

Fuel for the vehicles for this  
project: 1100.00

Equipment usage throughout the project: Dollies, missile boxes, speed paks, carts,  
dividers, protective materials, etc.: 1800.00

Materials used throughout the project: Labels, tape, stretch-wrap,  
etc.: 225.00

Loading of all equipment onto our truck prior to the start of this project from Mulder's  
warehouse: 120.00

Unloading of all equipment back in to Mulder's from the truck at the end of the  
project: 120.00

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**TOTAL ROUGH ESTIMATED CHARGES FOR THIS RECARPETING PROJECT: \$ 72,550.00**

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**REMEMBER THAT THIS COST IS ASSUMING THAT EVERY WORK DAY WILL BE 9.5 HRS. WHICH IN REALITY EACH DAY WILL BE DIFFERENT AND MANY DAYS WILL GET DONE QUICKER THAN THIS ESTIMATE. THIS IS A MORE OF A ROUGH HIGH- END ESTIMATE FOR THE PROJECT. WE WILL ALWAYS WORK AS QUICKLY AND EFFICIENTLY AS POSSIBLE TO KEEP THE FINAL COST FOR THIS PROJECT AS LOW AS POSSIBLE.**

**Note: All start times are at 7:00 a.m. from Mulder's whse. in Kalamazoo and returning back to Mulder's whse. by 5:00 p.m. each day if possible at the latest.**

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**Terms: We will invoice every 2 weeks for the previous 2 weeks-worth of work days. All invoices will be due upon receipt. Prepayment invoice for \$20,000.00 would be due to Mulder's prior to the start of the project on April 1<sup>st</sup>. This invoice is attached. Final invoice at the end of the project would also be due upon receipt and the some of the prepayment amount will be credited to each invoice as the project moves forward.**

Please look this all over and let me know if you have any questions or concerns. We will always protect the furniture and the building during all of these daily moves. I would like to keep our equipment and materials on site in a storage or conference room throughout the project if possible. That way, I only need a truck involved on Day 1 and Day 33.

Thanks again and I will talk to you soon,

Keith Benthin  
Owner and Sales  
Mulder's Moving and Storage  
269-492-3941 direct office



2400 Ravine Road  
Kalamazoo, MI 49004  
Main Line: 269.344.6683  
Toll Free: 800.262.0550



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# Invoice

**Bill to:**

Branch District Library  
 10 East Chicago St.  
 Coldwater, MI 49036

 **E-MAILED**  
03/12/24

Date	Invoice #
3/13/2024	2403-011

P.O. No.	Terms	Job #
	Due on Receipt	LIB-0003-24

Work date	Description	Quantity	Rate	Amount
4/1/2024	Description of work completed: Pre-payment for multi-phase re-carpeting project starting April 1st 2024 for the Branch Distinct Library. Pre payment of \$15,000.00		15,000.00	15,000.00

Thank you for your business and prompt payment.	<b>Total</b>	\$15,000.00
Payment terms are Due on Receipt. Any invoices unpaid over 30 days will be subject to a 1% finance charge per month. After 45 days, a \$10.00 billing charge will be added each month.	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$15,000.00