


COUNCIL COMMUNICATION

	Number:	22-019	Meeting:	January 24, 2022
	Agenda Item:	22	Roll Call:	22-0102
	Submitted by:	James M. Hoff, Facilities Manager		

AGENDA HEADING:

Approving the purchase of new furnishings for the Municipal Services Phase 2 building.

SYNOPSIS:

Recommend approval of the purchase of new office and common area furniture for the Municipal Services – Phase 2 Building in the following amounts, totaling \$500,551.87.

- Flip-top tables, high seating, and furniture from All Makes Office Interiors (500 E. Court Avenue #150, Des Moines, IA 50309, Jeff Kavich, President), in the amount of \$40,494.98 utilizing DAS contract #19061; and
- Chairs from Duet Resource Group (224 S 1st Street, Milwaukee, WI 53204, Dan Mahlik, President), in the amount of \$11,137.69, using DAS contract #21080; and
- Office systems furniture, conference tables, and office storage from Pigott Inc. (3815 Ingersoll Avenue, Des Moines, IA 50123, John Stenberg, Owner), in the amount of \$367,812.70 using DAS contract #21169; and
- Office and break room chairs from from Knoll, Inc. (1050 K Street NW, Washington DC) via local distributor Saxton Inc. (108 3rd Street, Suite 100, Des Moines, IA 50309, Kim Augspurger, President/Owner), in the amount of \$81,106.50 using OMNIA Partners contract #2020000608.

FISCAL IMPACT:

Amount: \$500,551.87

Funding Source: FY2022 CIP Plan, Page 53, BL128 C034PK, Municipal Service Center – Phase 2, \$500,551.87 G.O. Bonds Issued.

ADDITIONAL INFORMATION:

- The Municipal Services – Phase 2 Building is currently under construction and is scheduled to open in 2022. The Public Works Department will relocate into the new facility upon completion. While select items may be salvaged and relocated from existing facilities, most existing furniture is not suitable for re-use. As a result, the majority of the space in the new building requires new furnishings.

- The project budget includes funds for new furnishings for the building. This furniture purchase includes furnishings for offices, open office work areas, associated work rooms and storage, conference rooms, break room, media room, and lobby areas.
- Furniture plans were developed in collaboration with design consultant OPN Architects and vendors.
- Quantities and types of furniture required were confirmed through coordination with Public Works.
- Final selections align with City Facilities Division standards for new office furniture throughout City buildings. This ensures future flexibility and consistency across City work environments.
- Lead times on furniture have been increasing during the Covid-19 pandemic. Approval of this purchase now allows for recommended lead time, generally 16-20 weeks, to align delivery and installation with anticipated construction completion dates.

PREVIOUS COUNCIL ACTION(S):

Date: September 14, 2020

Roll Call Number: [20-1531](#) and [20-1532](#)

Action: [On](#) Municipal Service Center- Phase 2: Resolution approving plans and specifications, form of contract documents, and engineer's estimate, receive and file bids and designating lowest responsive, responsible bidder as Koester Construction Company, Inc. (Paul Koester, President), \$44,930,979.00 ([Council Communication No. 20-403](#)) Moved by Gatto to adopt. Motion Carried 7-0.

(A) [Approving](#) contract and bond and permission to sublet. Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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