



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Aldinger and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Bruce Moe, Finance Director
Gwen Eng, General Services Manager

DATE: March 18, 2008

SUBJECT: Consideration of the Budgeted Purchase of Refurbished Modular Furniture for City Hall from Beau Bureaux Interiors in the Amount of \$108,941.90 and Replacement Chairs from New Tangram Interiors in an Amount Not-to-Exceed \$29,400

RECOMMENDATION:

Staff recommends that the City Council award RFP #724-08 to Beau Bureaux Interiors for budgeted purchase of Refurbished Modular Furniture in the amount of \$108,941.90, b) waive formal bidding per Municipal Code Section 2.36.150 (cooperative purchasing), and c) award an order to New Tangram Interiors for chairs in an amount not-to-exceed \$29,400.

FISCAL IMPLICATION:

Funds totaling \$182,287.00 were approved by Council in the Fiscal Year 2007-2008 Operating Budget for the purchase of modular furniture in Management Services, Parks & Recreation, Community Development, and Finance Departments. The total cost of the furniture and chairs is \$138,341.90. The remaining funds are reserved for electrical connectivity as well as a contingency for this project.

DISCUSSION:

The purpose of the modular furniture purchase is to complete the updating of City Hall¹, increase efficiency in the limited space available and improve workstation ergonomics.

Refurbished Modular Furniture

In order to contain costs as well as be more environmentally-friendly, refurbished modular furniture was specified. Staff solicited proposals and six responses were received:

¹ Previous improvements completed include new floor tile, carpet, new chairs in the Council Chambers, lobby furnishings, and interior and exterior paint.

<u>Company</u>	<u>Cost</u>
1. Talimar Systems	\$ 76,578.22
2. Beaux Bureaux Interiors	\$108,941.90
3. Triantafyllos Design	\$114,169.11
4. Corporate Business Furniture	\$126,548.04
5. Gary Roberts & Associates	\$154,121.37
6. New Tangram Interiors	\$163,141.83

All of the above pricing includes design fees, delivery, installation and applicable taxes. In reviewing the bid submittals, Talimar Systems (Bidder #1) did not meet bid specifications and proposed an unacceptable alternative model. As a result, their bid is considered non-responsive. The next lowest bidder, Beau Bureaux Interiors, met all specifications. Therefore, staff recommends that Council award to Beau Bureaux Interiors in the amount of \$108,941.90.

Chairs

In conjunction with the proposed workstations, staff recommends that existing task chairs be replaced. These chairs will be the same as those purchased for the Public Safety Facility.

Whenever practical, the City piggybacks with larger agencies, who purchase in larger quantities, and consequently obtain preferential pricing. In this case, we are piggybacking on the National Joint Powers Alliance (NJPA) contract with Steelcase. The NJPA is a public agency cooperative group that competitively bids out products and services on behalf of participating governmental agencies such as school districts, cities, and counties in the State of Minnesota. One of the local dealers, New Tangram Interiors, has offered us the NJPA contract pricing.

Staff recommends that Council waive formal bidding per Municipal Code Section 2.36.150 (cooperative purchasing) and award an order to New Tangram Interiors in an amount not to exceed \$29,400.

Based upon the time needed for design, product manufacturing, and installation, the furniture will arrive in June 2008.