

ITEM #: 17
DATE: 03-11-25
DEPT: Fleet

COUNCIL ACTION FORM

SUBJECT: **NEW OFFICE FURNITURE FOR VARIOUS CITY DEPARTMENTS**

BACKGROUND:

Several areas in City workspaces are in need of new furniture. To take advantage of pricing, the needs were combined for project bidding. The workspaces to be impacted include the new space created in the Parks and Recreation multi-purpose room, new chairs and tables for Police, and converting desks in Public Works Engineering from sit to stand.

The new area in the multi-purpose room will have six workstations, a collaboration seating area and a new conference room. Additionally, renovations to the Parks and Recreation Administrative Office include adding cabinets and countertops, a new workstation, and new tables and chairs for the conference room, as well as, for individual offices.

On February 18, 2025 bids were received as follows:

Bidder	Furniture and Installation Cost
Workspace, Inc. (Iowa Office Interiors) of Ames, IA	\$130,170.89
DreamSeats, LLC of East Northport, NY	\$184,143.00

The cost for the Parks and Recreation furniture is \$24,245.24 and \$30,000 is budgeted for this expense. The other areas will be covered with the City Hall Space Needs budget, which currently has a balance of \$115,398. Remaining funds will be used for remodeling and furniture needs for other projects in City Hall as needed.

ALTERNATIVES:

1. Award a contract to Workspace, Inc. (Iowa Office Interiors), of Ames, Iowa in the amount of \$130,170.89 for new office furniture for various City departments.
2. Award a contract to the other bidder.
3. Reject these bids.

CITY MANAGER'S RECOMMENDED ACTION:

Purchasing new furniture will create better working conditions in several areas of the City. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.