

Memorandum

REPORT TO: City Commission

FROM: Shane Miller, Facilities Project Coordinator
David Arnado, Facilities Superintendent
Jon Henderson, Assistant City Manager

SUBJECT: Authorize the City Manager to sign Amendment 002 of a Professional Services Agreement with Steelcase for Bozeman City Hall Phase 2 Furniture and Moving Services

MEETING DATE: July 8, 2025

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to sign Amendment 002 of a Professional Services Agreement with Steelcase for Bozeman City Hall Phase 2 Furniture and Moving Services.

STRATEGIC PLAN: 4.3 Strategic Infrastructure Choices: Prioritize long-term investment and maintenance for existing and new infrastructure.

BACKGROUND: The City of Bozeman is renovating City Hall to achieve the following goals: Improved safety and security through redesign of the Finance Department front counter. Additional office space for several Departments (x13 new workspaces). Increased energy efficiency through retro commissioning efforts. More efficient use of space for records storage. This will be achieved over multiple phases in 2025. As part of the City Hall Renovation project we will be decommissioning and storing legacy furniture, and disposing of furniture which has met the end of its useful life as well as several adjustments to new furniture, including but not limited to furniture within the City Manager's office as highlighted within this contract amendment.

UNRESOLVED ISSUES: None

ALTERNATIVES: As suggested by the City Commission.

FISCAL EFFECTS: Funds are allocated in the approved Bozeman City Hall Renovation Construction Budget. Amendment = \$6,799.06

Attachments:

[PSA Amendment 002 City Hall Renovation \(Steelcase aka KR Office Interiors - Phase II\).pdf](#)

Report compiled on: June 23, 2025