



City of Plantation
City Council Chambers

Subject:

Department of Building Safety Office Furniture

Summary:

Requesting authorization and approval of the following:

Authorization and approval to waive the competitive procurement process pursuant to the Procurement Ordinance of the City of Plantation Sec. 2-224(a)(25).

Authorization and approval to issue a purchase order and process payments to Compass Office Solutions LLC for the "Supply, Delivery, and Installation of Office Furniture" (see attached quote) manufactured by the HON Company, in accordance with the pricing/rate structure detailed in the State of Florida Contract No. 56120000-24-NY-ACS for a total amount of \$107,379.50.

Procurement:

The Building and Procurement Departments requests authorization and approval to waive the competitive procurement process pursuant to Sec. 2-224(a)(25) of the Procurement Ordinance of the City of Plantation which states the following:

- **Sec.2-224** Application. The competitive selection process provisions of this Article shall apply to every purchase by the Mayor and the departments which are under the control of the Mayor, irrespective of their funding source, including State and Federal assistance monies and grants, except as otherwise specified in City Ordinance, City Charter, or by Federal, State or local laws or grant terms and conditions. In cases where state or federal funds are being used to fund a project or program, the guidelines contained therein for procurement shall be followed, in addition to the City's requirements. **(a)** Exclusions. The competitive solicitation and selection 324 processes stipulated in this Article shall not apply to the following: **(25)** Purchases from contracts established by local, state, or national cooperative purchasing organizations, Federal GSA, and State of Florida term contracts, if the Chief Procurement Officer determines that it is practicable

and advantageous for the City to employ this method of purchase;

The mentioned contract allows agencies to select furniture manufacturer(s) and purchase directly from their authorized local distributor(s) with a discount off of the list pricing. The use of this contract complies with the Procurement Ordinance of the City of Plantation Sec. 2-224(a)(25); the contract is currently set to expire December 1, 2028.

Based on the foregoing information, Procurement and Building Departments are requesting authorization and approval of the following:

- Authorization and approval to waive the competitive procurement process pursuant to the Procurement Ordinance of the City of Plantation Sec. 2-224(a)(25).
- Authorization and approval to issue a purchase order and process payments to Compass Office Solutions for the "Supply, Delivery, and Installation of Office Furniture" (see attached Updated Quote for additional details) which are manufactured by the HON Company, in accordance with the pricing/rate structure detailed in the State of Florida Contract No. 56120000-24-NY-ACS for a total amount of \$107,379.50.

Background:

Strategic Priorities: Planning for a Sustainable Future, Proactive and Responsive Asset Management, Safe and Secure

Request for the approval of funds in the amount of \$107,379.50 to replace the Department of Building Safety staff's existing furniture. The existing furniture has reached the end of its useful life, and many are left working with broken and ill-functioning drawers and dysfunctional chair gliders that can pose minor workplace risk of injury. This purchase will reduce fatigue caused by the outdated furniture and will improve the overall effectiveness of our staff.

This item is now ready for City Council consideration.

Funding:

127-4700-524-5201

Amount:

\$107,379.50 (see attached quote for additional details)

Finance Director/Budget Manager Recommendation:

Per the Department of Building Safety, Building Official, the above office furniture is funded by Fund Balance Assigned to Building.

Prepared By:

Asha Edwards

ATTACHMENTS:

[Compass Quote](#)

[HON_State_of_Florida_Contract_Information.pdf](#)