

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

00-289

SYNOPSIS -

AGENDA:

JUNE 30, 2000

SUBJECT:

APPROVAL OF
CHANGE ORDER
FOR OFFICE
FURNITURE

On June 8, 2000, replacement office furniture was ordered for the City Manager's Office at the cost of \$9,400.63. During this period, Russell Underwood agreed to extend his position with the City Manager's Office for one additional year. This caused an unanticipated need for additional office space. The accepted vendor, All Makes Office Equipment, was contacted to add the cost of a modular office space for the outer office of the City Manager's Office. The cost of this modular office space and matching furniture is \$3,877.85. Because this change order caused the total cost to exceed \$10,000, City Council approval is required.

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

FISCAL IMPACT -

\$13,278.48 (Fiscal Year 1999-2000 Operating Budget: Page 6-8, City Manager's Office, Organization CMO010000, Account 54408, Fund GE001).

SUBMITTED BY:

ERIC A. ANDERSON
CITY MANAGER

RECOMMENDATION -

Approval.

BACKGROUND -

The City Manager's Office has been in need of replacement office furniture for some time. The continuation of Russell Underwood's position in the City Manager's Office has caused more than one person to share the same desk. The new furniture will allow staff to operate in a more efficient and professional manner. It will also provide additional filing space and privacy.



[[Council Members](#) | [Leave a Message](#) | [Meeting Agendas/Info](#) | [Recent Ordinances](#)]
[[Board/Commission List](#) | [Meeting Schedule](#) | [Request to Speak](#) | [Election/Voter Reg](#)]