


COUNCIL COMMUNICATION

	Number:	21-094	Meeting:	March 8, 2021
	Agenda Item:	46C	Roll Call:	21-0399
	Submitted by:	James M. Hoff, Facilities Manager		

AGENDA HEADING:

Approving the purchase of new office furniture to support the reorganization of Neighborhood Services and Development Services Departments shared meeting areas and staff workspace.

SYNOPSIS:

Recommend approval of the purchase of new workstations and associated office furniture in the Argonne Armory Building in the amount of \$162,074.83 from Pigott, Inc. (John Stenberg, President and Owner, 3815 Ingersoll Avenue, Des Moines, Iowa 50312), using the State of Iowa Contract MA 005 21169 and OMNIA Contract #2020000622.

FISCAL IMPACT:

Amount: \$162,074.83

Funding Source: \$22,379.57 - 2021 Recommended CIP, BL085 Municipal Building Improvements, Page 50 and \$139,695.26 - 2021 Recommended CIP, BL129 Armory Improvements, Page 54

ADDITIONAL INFORMATION:

- The new furniture will support internal reorganizations within the Armory, affecting 55 positions in four (4) different departments – Neighborhood Services, Development Services, Engineering, and Legal.
- In instances where existing furniture was required to be replaced to meet reorganization requirements, the existing furniture was typically from the 1980's or earlier and replacement parts were no longer available.
- Overall project description, Community Development (CD) Reorganization: Remodel existing spaces within the Argonne Armory Building to support the reorganization of the former CD Department, Housing Department, and the Office of Economic Development into the new Development Services and Neighborhood Services Departments and positions associated with the reorganization.
- Shared conference rooms and work areas to support the relocation and to consolidate functions are included in the furniture purchases.

- The new office furniture matches that of other recent purchases (creating a standard), which will allow it to be combined and reused in alternate locations or buildings in the future.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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