


COUNCIL COMMUNICATION

 CITY OF DES MOINES OFFICE OF THE CITY MANAGER	Number: 24-249	Meeting: June 17, 2024
	Agenda Item: 45	Roll Call: 24-0897
	Submitted by: James M. Hoff, Assistant City Manager	

AGENDA HEADING:

Approving the purchase of Furniture Services for T.M. Franklin Cownie City Administration Building (1200 Locust Street) from Pigott Inc., approving the use of the State of Iowa Master Agreement #00521169 and OMNIA Partners Contract #2020000622, and authorizing negotiation and execution of Supplemental Agreement with Pigott, Inc.

SYNOPSIS:

Recommend the approval of purchase of Furniture Services from Pigott, Inc. (3815 Ingersoll Avenue, Des Moines, IA 50312; John Stenberg, Owner) to prepare for interior renovations at the T.M. Franklin Cownie City Administration Building (1200 Locust Street) in an amount not to exceed \$524,899 using the State of Iowa Master Agreement #00521169 and OMNIA Partners Contract #2020000622.

FISCAL IMPACT:

Amount: \$524,899

Funding Source: Capital Improvement Program (CIP), Fiscal Year (FY) 2024-2025, BL133, CO34PK, City Facility and Armory Replacement, Page 32; GO Bonds Issued and Local Option Sales and Services Tax (LOSST)

ADDITIONAL INFORMATION:

- As part of the City Facility Expansion Phase 1 Improvements project, we need to dismantle, organize, and inventory existing furniture within the T. M. Franklin Cownie City Administration Building (1200 Locust Street) and remove it from areas affected by the Phase 1 Improvements project construction. We plan to store furniture components on site within the building, and we will re-use and re-install existing furniture upon completion of construction.
- The existing furniture was included with the building purchase. It is primarily Herman Miller office systems furniture. Pigott Inc. is the local MillerKnoll vendor and installer. Furniture Services have been competitively bid and are available from Pigott Inc. (John Stenberg, Owner, Chairman of the Board, 3815 Ingersoll Avenue, Des Moines, IA 50312) using the State of Iowa Master Agreement and OMNIA Partners cooperative purchasing contract to provide furniture services, installation, and related products between Pigott Inc. c/o Herman Miller Inc. and City of Charlotte, NC (Contract No. 2020000622) as amended.

- Pigott Inc. provided a not-to-exceed quote using the terms and rates outlined in the OMNIA contract. Services include teardown, organization, inventory, project management, and materials (such as pallets) to support those tasks. They will invoice for actual work performed in an amount not to exceed the total quoted amount of \$524,899. They anticipate this work could take up to 22 weeks to complete.
- We anticipate requesting approval for additional furniture, furniture moving, re-installation, and related services to support the new Phase 1 design in a future agenda item.
 - Scope of this future request will include: the re-use existing work surfaces, cabinets, systems furniture panels, and associated accessories; purchase of new furniture elements to supplement existing furniture, such as additional cabinets and adjustable height bases; new furniture at public spaces and enclosed offices as needed.
 - We are identifying existing furniture in other locations that may be reused at 1200 Locust, and the move and installation of those pieces also will be included in this future scope.
 - In the current “tear-down” phase, Pigott will organize and inventory the dismantled furniture components in a manner that supports the planned reconfiguration, thus saving time and cost in the re-installation phase.
 - We have funding planned for this purpose within the current project budget.
 - Timing of the future request is anticipated to be early 2025 for delivery and installation Q4 2025.

PREVIOUS COUNCIL ACTION(S):

Date: May 20, 2024

Roll Call Number: [24-0726](#)

Action: [Approving](#) Supplemental Agreement No. 1 to the Professional Services Agreement (PSA) with OPN, Inc. d/b/a OPN Architects, Inc. for the City Facility Expansion Phase 1 Improvements project, not to exceed \$59,265. ([Council Communication No. 24-208](#)) Moved by Gatto to adopt. Second by Voss. Motion Carried 7-0.

Date: April 15, 2024

Roll Call Number: [24-0557](#)

Action: [Authorizing](#) and approving Agreement with McGough Construction Co, LLC, for Construction Manager at Risk services for the City Facility Expansion Phase 1 Improvements, with pre-construction services not to exceed \$71,120. ([Council Communication 24-163](#)). Moved by Gatto to adopt. Second by Voss. Motion Carried 7-0

Date: October 23, 2023

Roll Call Number: [23-1409](#)

Action: [Approving](#) exception to Request for Proposal process for good cause and approving PSA with OPN, Inc. d/b/a OPN Architects, Inc. for the City Facility Expansion Phase 1 Improvements Project, not to exceed \$2,240,660. ([Council Communication No. 23-455](#)) Moved by Gatto to adopt. Second by Voss. Motion Carried 6-0.

Date: October 2, 2023

Roll Call Number: [23-1291](#)

Action: [Authorizing](#) issuance of a Notice of Intent to Enter into a Guaranteed Maximum Price (GMP) Contract pursuant to Iowa Code Chapter 26A for the City Facility Expansion Phase 1 Improvements, Council Communication No. 23-455, Page 4 of 4, and authorization for staff to proceed pursuant to Iowa Code Chapter 26A. ([Council Communication No. 23-435](#)). Moved by Gatto to adopt. Second by Boesen. Motion carried 6-0.

BOARD/COMMISSION ACTION(S):

None to date.

Urban Design Review Board (UDRB) scheduled 6/18/2024.

Access Advisory Board (AAB) scheduled 6/20/2024.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

At a later date, we anticipate an additional request for Council approval related to new furniture, moving existing furniture from other locations, and installation of both existing and new furniture for the Phase 1 Improvements project.

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