

Staff Summary Report



Council Meeting Date: 04/23/2009

Agenda Item Number: _____

SUBJECT: Request approval of a one-year renewal of a contract with Southwest Partitions and Office Interiors for the purchase of remanufactured Haworth systems furniture, free standing furniture and related support services for use by City departments on an as-needed basis.

DOCUMENT NAME: 20090423fslg05 **Purchases (1004-01)**

COMMENTS: (T08-171-01) Total amount not to exceed \$250,000.

PREPARED BY: Lisa Goodman, CPPB, Procurement Officer, 480-350-8533

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516

LEGAL REVIEW BY: N/A

DEPARTMENT APPROVAL: Jerry Hart, Financial Services Manager, 480-350-8505

FISCAL NOTE: Sufficient funds have been appropriated in various City wide cost centers for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: Staff is requesting that the contract be renewed for an additional year using the first of four available renewal options. This contract is used for the purchase of remanufactured Haworth systems furniture and related support services. Systems furniture consists of locking vertical panels with horizontal work surfaces and storage. System and free standing furniture are used to create/remodel individual workspaces in an open office environment. There is no rate increase associated with this renewal.