



## Durham County Government

### Agenda Action Form Supplemental Document – Administration Building 1 Ph3-5 Furniture Contracts

#### **Agenda Action Form Overview**

*The Board is requested to authorize the County Manager to enter into contracts with the following furniture suppliers for the purchase of furniture for renovations to the Durham County Administration Building 1 located at 200 East Main Street Durham, NC in the amount of \$408,558.77 plus owners contingency at \$40,855.88 and to execute any other related contracts, if necessary, not to exceed the budget of \$449,414.65. (See attachment 1, Pages 1- 45).*

1) Carolina Business and Interiors:	\$155,702.02	(Private Offices, Guest Chairs)
2) Price Modern Carolinas:	\$172,713.97	(Ancillary– wastebaskets, containers, side chairs, etc.)
3) Office Revolution:	\$ 12,373.01	(Conference Tables)
4) Alfred Williams:	<u>\$ 67,769.77</u>	(Workstations, Monitor Arms)
Furniture Subtotal:	\$408,558.77	
Contingency (10%):	<u>\$ 40,855.77</u>	
Total:	\$449,414.65	

#### **Background/Justification**

*The private office, conference, seating and other furnishings selected for the Administration Building 1 Renovation are like those used in the Administration Building II, with colors and details tailored to better align with the building's historic architecture. The furniture purchases for Phases 1 and 2 of the project were purchased under this program through an AAF approved by the BOCC at the January 27, 2020 meeting. Many of the new furnishings have extensive lead times due to upholstering and fabrication which requires us to bring these contracts for approval timely in order to meet the anticipated occupancy schedule for the project.*

#### **Policy Impact**

*The products were sourced through the same vendors for purchase through the U.S. Communities Buying Program, NC State Contracts, GSA and/or other buying programs. G.S. 143-129(e) allows local governments to be exempted from the competitive bidding requirements and purchase furnishings/equipment through group purchasing programs. This provides Durham County the deepest discount possible for purchases under this program.*

#### **Procurement Background**

*The private office, conference, seating and other furnishings for the Administration Building 1 Renovation project were selected from similar items used in the Administration Building II renovation, from the same previous vendors, for purchase through the U.S. Communities Buying Program, NC State Contracts, GSA and/or other buying programs. G.S. 143-129(e) allows local governments to be exempted from the competitive bidding requirements and purchase furnishings/equipment through group purchasing programs. This provides Durham County the deepest discount possible for purchases under this program.*

#### **Type of purchase**

- ☒ Goods  
☐ Services



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- ☐ Architect, Engineer or Surveyor Services, CM@R
- ☐ Construction and Repair

**Did this request for purchase go through a bid process?** Yes ☐ No ☒

*Goods: Bids required if  $\geq \$30,000$ , BOCC approval if  $\geq \$90,000$*

*Services: Bids required if  $\geq \$30,000$ , BOCC approval if  $> \$40,000$*

*Construction/Repair work: Bids required if  $\geq \$30,000$ , BOCC approval if  $\geq \$500,000$*

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☒ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☐ Other (please explain)

**If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system?** Yes ☒ No ☐

If no, why? \_\_\_\_\_

#### **Fiscal Impact**

*The Capital Project Amendment for the Administration Building 1 Renovation Project was approved by the BOCC on August 24, 2020. The funds have been deposited by the Budget department in the CIP account for the Project.*

#### **Recommendation**

*The County Manager recommends that the Board authorize the County Manager to enter into contracts with the furniture suppliers stated above for the purchase of furniture for renovations to the Durham County Administration Building 1 located at 200 East Main Street Durham, NC in the amount of \$408,558.77 plus owners contingency at \$40,855.88 and to execute any other related contracts, if necessary, not to exceed the budget of \$449,414.65. (See attachment 1, Pages 1- 45).*