




REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18765

Sponsor(s): Greg Grounds

Date: March 16, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the purchase of Jury Room Seating for the Eastern Jackson County Courthouse from Haworth, Inc. of Holland, Michigan under the terms and conditions of the State of Missouri Contract No. C113128001, an existing government contract.</u></p>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$63,966.30</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$63,966.30</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 001-5101-58020 General Fund, Non-Departmental, Buildings & Improvements</td> <td>\$63,996.30</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is:</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$63,966.30	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$63,966.30	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number: 001-5101-58020 General Fund, Non-Departmental, Buildings & Improvements	\$63,996.30
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>										
REQUEST SUMMARY	<p>The Public Works and Facilities Management Department needs to purchase Jury Room Seating for the newly renovated Eastern Jackson County Courthouse.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of Jury Room Seating for the Eastern Jackson County Courthouse from Haworth, Inc. of Holland, Michigan under the terms and conditions of the State of Missouri Contract No. C113128001, an existing government contract in the amount of \$63,966.30</p> <p>The Director of Finance and Purchasing recommends the purchase be made under this contract due to the higher volume discounts offered to larger government entities and/or buying groups.</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
ATTACHMENTS	<p>Memorandum from Mr. Scott George, Assistant Director of Public Works and Facilities Management, Quote from Haworth and the pertinent pages of the State of Missouri Contract.</p>										
REVIEW	<table border="1"> <tr> <td>Department Director: </td> <td>Date: 3/4/15</td> </tr> <tr> <td>Finance (Budget Approval): If applicable <i>Alannah S Ball</i></td> <td>Date: 3-5-15</td> </tr> <tr> <td>Division Manager: <i>Mary Lou Brown</i></td> <td>Date: 3/11/15</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director: 	Date: 3/4/15	Finance (Budget Approval): If applicable <i>Alannah S Ball</i>	Date: 3-5-15	Division Manager: <i>Mary Lou Brown</i>	Date: 3/11/15	County Counselor's Office:	Date:		
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County Counselor's Office:	Date:										

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



JACKSON COUNTY
Public Works and Facilities Management Departments

303 West Walnut Street
Independence, Missouri 64050
www.jacksongov.org

Administration Offices
303 W. Walnut
Independence, MO
64050
(816) 881-4530
Fax: (816) 881-4448

*Planning and
Environmental Health*
303 W. Walnut
Independence, MO
64050
(816) 881-4634
Fax: (816) 881-1650

Road Maintenance
34900 E. Old U.S. 40 Hwy.
P.O. Box 160
Grain Valley, MO
64029
(816) 847-7050
Fax: (816) 847-7051

March 3, 2015

Memo

To: Barb Casamento, Purchasing Supervisor
From: Scott George, Assistant Director of Public Works

As part of the Eastern Jackson County Courthouse project, money's have been set aside for ancillary items critical to the completion of the project. These items include office and courtroom furnishings. As a part of the planning, it was discussed what seating would be installed in the jury assembly room. In working with both Haworth via the US Communities contract and the County's current term and supply vendor Staples, it was determined that Haworth could provide the more durable chair at a better price and include more seating than Staples.

Attached you will find a copy of the proposal from Haworth as well as Staples. I will note that the Staples bid was \$75,398 and included 128 chairs versus Haworth at \$63,966.30 with 160 chairs. I would ask that the appropriate steps be made so that we can procure this seating in time for the opening of the room in June. This purchase will be made out of 001-5101-58020 account. Please let me know what further information you require so we can proceed. Thank you in advance for your assistance.

Michael D. Sanders, County Executive

HAWORTH®

Quote Print

A quote within the Lynx application is the capability to submit a list of products prior to order entry for product and price validation. Product availability and pricing may be different at time of order placement. Quotes generated through Lynx are valid for the length of time and under the terms and conditions indicated in the Special Pricing Agreement (SPA) or National Sales Agreement (NSA) approved by Haworth. Additional charges for Grade A COM fabrics and finishes will apply and be added to the order prior to invoicing.

Sold To PO Number		Lynx ID 1118886	Quote Print Date 2/25/2015
Reference PO Number		Quote Created Date 2/25/2015	Price Date 2/25/2015
Dealer Project ID indep. crt	Dealer Project Description	Haworth Project ID	Haworth Project Description
Sold To	ID	Price Agreement and Option 55803.0198/AA US Communities Purchasing Program	
Default Ship To:	ID	Freight Terms CPT	
		Risk of Loss Transfer Point Delivered to Carrier	
		Payment Currency USD	

Error/Disclaimer Messages
Net pricing provided based on information specified. Taxes may not be accurate.
Install-at will be required at time of order placement.
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Shipping Instructions

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
10 / 100	14		LTL	801.45	58.000 %	58.00 %	Normal	336.61	4712.54
			K153-3-C,TR-F,KR-V		Ship To:				
			K100,Public Seating Beam,3 Seat,Cast Base						
Status: Confirmed				Price Date: 2/25/2015					
Panel Location Label:				List Price Date: 6/1/2014					
Installation Tag:			Packaging Tag:			General Tag:			
Line Notes:									
Error/Disclaimer Messages:									
20 / 200	2		LTL	887.44	58.000 %	58.00 %	Normal	372.72	745.44
			K153-4-C,TR-F,KR-V		Ship To:				
			K100,Public Seating Beam,4 Seat,Cast Base						
Status: Confirmed				Price Date: 2/25/2015					
Panel Location Label:				List Price Date: 6/1/2014					
Installation Tag:			Packaging Tag:			General Tag:			
Line Notes:									
Error/Disclaimer Messages:									
30 / 300	22		LTL	1229.18	58.000 %	58.00 %	Normal	516.26	11357.72
			K153-5-C,TR-F,KR-V		Ship To:				
			K100,Public Seating Beam,5 Seat,Cast Base						
Status: Confirmed				Price Date: 2/25/2015					
Panel Location Label:				List Price Date: 6/1/2014					
Installation Tag:			Packaging Tag:			General Tag:			
Line Notes:									
Error/Disclaimer Messages:									
40 / 400	160		LTL	658.13	58.000 %	58.00 %	Normal	276.41	44225.60
			K156-221,XJ-BL,KR-V		Ship To:				
			K100 Public Seating, Beam Mtd Components, Seat With Arm						
Status: Confirmed				Price Date: 2/25/2015					
Panel Location Label:				List Price Date: 6/1/2014					
Installation Tag:			Packaging Tag:			General Tag:			
Line Notes:									
Error/Disclaimer Messages:									

Status: Confirmed					Price Date: 2/25/2015				
Panel Location Label:					List Price Date: 6/1/2014				
Installation Tag:			Packaging Tag:		General Tag:				
Line Notes:									
Error/Disclaimer Messages:									
Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
50 / 500	1		LTL	0.00	0.00 %	0.00 %	Normal	0.00	2925.00
	1-0229 Installation Non-Haworth Provided								
Status: Confirmed					Price Date:				
Panel Location Label:					List Price Date:				
Installation Tag:			Packaging Tag:		General Tag:				
Line Notes:									
Error/Disclaimer Messages:									

Quote Totals

Total List	145,337.94
Product Net Price	61,041.30
Other Product Charges	0.00
Other Service Adjustments	2,925.00
Adjustments	0.00
Quote Net Price	63,966.30
Sales Tax	0.00
Net Quote Total (USD)	63,966.30

Quote total does not include items in error.



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

NOTIFICATION OF STATEWIDE CONTRACT

November 28, 2012

CONTRACT TITLE: HAWORTH OFFICE FURNITURE AND RELATED SERVICES AND SOLUTIONS

CURRENT CONTRACT PERIOD: JANUARY 1, 2013 THROUGH DECEMBER 31, 2016

BUYER INFORMATION: Laurie Borchelt
(573) 751-1702
laurie.borchelt@oa.mo.gov

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	January 1, 2013 through December 31, 2016	12/31/2020

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.

Local Purchase Authority shall not be used to purchase supplies/services included
in this contract unless specifically allowed by the contract terms.

State agencies are advised to check with MVE first regarding all furniture orders

– see also text on page 3 of this notice –

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C113128001	3860530930 2	Haworth, Inc. Attn: Cyndi Kamps One Haworth Center Holland, MI 49423 Phone No.: (616) 393-1645 Fax No.: (616) 393-1736 E-Mail: Cyndi.kamps@haworth.com	No	No

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
01/01/13-12/31/13	11/28/12	Initial issuance of statewide contract.

General Contract Information

Purpose:

This contract is for the purchase of Haworth Office Furniture, including freestanding furniture, seating, filing equipment, and related products, services and solutions for the following specific State Office Buildings throughout the State of Missouri:

Jefferson State Office Building, 205 Jefferson Street, Jefferson City, Missouri
 Harry S Truman State Office Building, 301 West High Street, Jefferson City, Missouri
 Midtown State Office Building, 3545 Lindell Boulevard, St. Louis, Missouri
 Wainwright State Office Building, 111 N. 7th Street, St. Louis, Missouri
 Kansas City State Office Building, 615 East 13th Street, Kansas City, Missouri
 Springfield State Office Building (Landers and Penney), 149 Park Central Square, Springfield, Missouri
 St. Joseph State Office Building, 525 Jules Street #118, St. Joseph, Missouri
 James C. Kirkpatrick State Information Center, 600 N. Main Street, Jefferson City, Missouri
 Department of Labor and Industrial Relations, 421 E. Dunklin, Jefferson City, Missouri
 Department of Labor and Industrial Relations, 1410 Genessee, Kansas City, Missouri
 Fletcher Daniels State Office Building, 615 E. 13th Street, Kansas City, Missouri

NOTE: All purchases are to be coordinated with the Division of Facilities Management, Design and Construction. No furniture may be purchased without first obtaining a furniture waiver from Missouri Vocational Enterprises (MVE). Furniture purchases require a waiver from MVE. Contact the following individuals prior to making furniture purchases:

- Missouri Vocational Enterprises: Diane Salmons (573) 522-2939
- Division of Facilities Management, Design and Construction: Lisa Cavender (573) 751-1003.

Prices:

Prices will be discounted from the manufacturer's most current published price list. Discounts shall be as indicated in the attached Haworth, Inc. – County of Fairfax, Virginia contract #4400003402 (Attachment A – Price Sheet – Haworth Multiple Award Contract). Haworth's list pricing includes F.O.B. Destination and unloading at the dock.

Catalogs:

Current catalogs, price lists, swatches, fabrics and finish samples, and color charts are available by contacting Haworth directly.