# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office: Res/Ord No.: 18765

Sponsor(s): Greg Grounds Date: March 16, 2015

SUBJECT	Action Requested  ☑ Resolution ☐ Ordinance	
	Project/Title: Authorizing the purchase of Jury Room Seating for the Eastern Jackson of Haworth, Inc. of Holland, Michigan under the terms and conditions of the State of Mis C113128001, an existing government contract.	
BUDGET	STEELE ST	
INFORMATION	Amount authorized by this legislation this fiscal year:	\$63,966.30
To be completed	Amount previously authorized this fiscal year:	\$05,700.50
By Requesting	Total amount authorized after this legislative action:	\$63,966.30
Department and	Amount budgeted for this item * (including transfers):	\$05,700.50
Finance	Source of funding (name of fund) and account code number:	\$63,996.30
	001-5101-58020 General Fund, Non-Departmental, Buildings & Improvements	\$03,990.30
	* If account includes additional funds for other expenses, total budgeted in the account is:	
	OTHER FINANCIAL INFORMATION:	
		5 (4)
	No budget impact (no fiscal note required)	
	Term and Supply Contract (funds approved in the annual budget); estimated value	and use of contract:
	Department: Estimated Use: \$	
	Prior Year Budget (if applicable): N/A	
	Prior Year Actual Amount Spent (if applicable): N/A	
PRIOR	Prior ordinances and (date):	
LEGISLATION	Prior resolutions and (date):	
CONTACT		
INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 88	31-3253
REQUEST		
SUMMARY	The Public Works and Facilities Management Department needs to purchase Jury Room	m Seating for the newly
	renovated Eastern Jackson County Courthouse.	
	Purguant to Section 1020 4 of the Jeakson County Code the Director of Figure and D	
	Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and P	urchasing recommends the
	purchase of Jury Room Seating for the Eastern Jackson County Courthouse from Hawa Michigan under the terms and conditions of the State of Missouri Contract No. C11312	orth, Inc. of Holland,
	government contract in the amount of \$63,966.30	28001, an existing
	government contract in the amount of \$05,900.50	
	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.	contract due to the higher
CLEARANCE		
	☐ Tax Clearance Completed (Purchasing & Department) N/A	
	Business License Verified (Purchasing & Department) N/A	
	Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's O	ffice)
ATTACHMENTS	Memorandum from Mr. Scott George, Assistant Director of Public Works and Facilities	
	from Haworth and the pertinent pages of the State of Missouri Contract.	
REVIEW	Department Director:	Date:
	VATE	3/4/15
	Finance (Budget/Approval):	Date:
	If applicable all some & ball	3-5-15
	Division Manager:	Date:
	May You Brown	3/11/16
	County Countselor's Office:	Date:

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

X	This expenditure was included in the annual budget.							
	Funds for this were encumbered from the Fund in							
K	There is a balance otherwise uner is chargeable and there is a cash payment is to be made each sufficient.	balance otherwise unencumbere	ppropriation to which the expenditure ed in the treasury to the credit of the fund from which on herein authorized.					
	Funds sufficient for this expendit	ure will be/were appropriated b	y Ordinance #					
	Funds sufficient for this appropri	ation are available from the sou	rce indicated below.					
	Account Number:	Account Title:	Amount Not to Exceed:					
R	This award is made on a need bas funds for specific purchases will,	sis and does not obligate Jackson of necessity, be determined as	n County to pay any specific amount. The availability each using agency places its order.	y of				
	This legislative action does not in	npact the County financially and	d does not require Finance/Budget approval.					

# Fiscal Note:

This expenditure was included in the Annual Budget.

	PC		
Date:	March 5, 2015		RES#18765
De	partment / Division	Character/Description	Not to Exceed
General F	und - 001		
5101 - No	n-departmental	58020 - Buildings and Improvements	63,966.30
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Budgeting



# 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.

Res. 18765

## HAWORTH'

#### **Quoté 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 invoking.

Sold To PO Number Reference PO Number		Lynx ID 1118886		Quote Print Date 2/25/2015
		Quote Created Date 2/25/2015	Price Date 2/25/2015	Quote Type Pricing Only
Dealer Project ID ndep. crt	Dealer Project Description	Haworth Project ID	1212312013	Haworth Project Description
Sold To ID		Price Agreement and Option 55803.0198/AA US Communities Purchasing Program		
		Freight Terms CPT		
Default Ship To:	(D	Risk of Loss Transfer Poin Delivered to Carrier	it	
		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.

A quote within the Lyrix application is the capebility 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 Lyrix 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.

K153-4-C,TR-F,KR-V K100,Public Seating Beam,4 Seat,Cast Base  Status: Confirmed Price Date: 2/25/2015 List Price Date: 6/1/2014 Installation Tag: Packaging Tag: Line Notes:  Error/Disclaimer Messages:  Line \$\text{Quantity} \text{Dg} \text{g} \text{Transportation} \text{Mode} \text{Liet Price} \text{Discount} \text{Discount} \text{Price Date: 6/1/2014}  30 / 300 22 LTL 1229.18 \$8.000 \( \text{S} \) \$8.00 \( \text{Moment Normal} \) \$16.26  K153-5-C,TR-F,KR-V K100,Public Seating Beam, \$Seat,Cast Base}  Status: Confirmed Price Date: 2/25/2015 List Price Date: 6/1/2014										
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10 / 100										
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						Quote Totals			
						Total List			145,337.9
						Product Net Pri	ce		61,041.3
						Other Product	Charges		0.0

Other Service Adjustments

Adjustments

Quote Net Price Sales Tax

Net Quote Total (USD)

Quote total does not include items in error.

# 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

	Original Contract Period	Potential Final Expiration
RENEWAL INFORMATION	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 <u>not</u> 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 PROCURE -MENT
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. 7<sup>th</sup> Street, St. Louis, Missouri
Kansas City State Office Building, 615 East 13<sup>th</sup> 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. 13<sup>th</sup> 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.