



CITY OF WAUKESHA

Administration

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Committee: Board of Public Works	Date: 4/18/2019
Common Council Item Number: ID #19-0524	Date: 5/7/19
Submitted By: Fred Abadi, Director of Public Works	City Administrator Approval: Kevin Lahner, City Administrator KL
Finance Department Review: Rich Abbott, Finance Director RA	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on the selection of the vendor for the City Hall Furniture project at no cost to the City, subject to City Attorney contract approval.	

Details: The Wisconsin Department of Administration administers cooperative purchasing contracts that may be utilized by municipalities. They have a "Statewide Office Furniture" contract that includes Design Services, Supply and Installation. The State uses the required competitive bidding to secure their Statewide contracts. All the furniture on the contract is the same cost regardless of which company supplies the furniture. Building Service Inc. (BSI) is located in Waukesha and is a full service Interior Design Company. It is required that the City enter into the State contract with BSI, contingent on the approval of the City Attorney.

Options & Alternatives:
 The City could pay BWBR a full furniture Design Contract and pay for the furniture, which would not be cost effective for the Project. The furniture design is completed at no cost if the City contracts with BSI.

Financial Remarks:
 The City will work with BSI to provide a budget to the City to include in the 2020 CIP for the City Hall Project for the purchase of furniture for the new City Hall. The estimated cost of the furniture was included in the 5-year CIP plan for 2020 in account 1815.68220 in account 1815.68220 on page 10. In working through BSI and locking in the prices we will be able to solidify that request for 2020 CIP.

Executive Recommendation:
 Recommend approval of the contract with Building Service, Inc. (BSI) for the City Hall Furniture project.

