



CITY OF WAUKESHA

Administration

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Committee: Board of Public Works	Date: 3/4/2021
Common Council Item Number: ID #21-1863	Date: 3/16/2021
Submitted By: Fred Abadi, Director of Public Works	City Administrator Approval: Kevin Lahner, City Administrator
Finance Department Review: Bridget M. Souffrant, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on the selection of the vendor for the Police Department 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 Engberg Anderson 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 for supplying the supplies and furniture.

Financial Remarks:
The City will work with BSI to provide design and obtain furniture within the CIP budget that has been approved. The furniture is a 2022 expense for the PD Renovation and Addition. The estimated cost of the furniture is estimated at \$1.2 million and was included in the 5-year CIP plan for 2021 in account 2166.68190.

Executive Recommendation:
Recommend approval of the contract with Building Service, Inc. (BSI) for the Police Department Renovation and Addition project.

