



REPORT TO CITY COUNCIL

DATE: DECEMBER 10, 2014

TO: MAYOR AND HONORABLE MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER 

BY: NATHAN HAMBURGER, ASSISTANT CITY MANAGER 

SUBJECT: REQUEST FOR APPROVAL OF PURCHASE OF OFFICE FURNITURE FOR THE RECREATION AND EVENT CENTER FROM HAWORTH VIA PACIFIC OFFICE INTERIORS UTILIZING THE CALIFORNIA MULTIPLE AWARD SCHEDULE PROGRAM

As the community's new Recreation and Event Center nears completion, staff is requesting that the City Council formalize approval of the agreement with Haworth office furniture products via Pacific Office Interiors, in the use of the California Multiple Award Schedules (CMAS). CMAS offers a wide variety of commodities, non-IT services, and information technology products and services at prices which have been assessed to be fair, reasonable and competitive for state agencies, local government agencies, and school districts. The program is overseen by the Department of General Services, Procurement Division, and is authorized in the Public Contract Code Section 10290. Purchase orders and all details of the transactions are handled by the local agency. The use of this program helps insure that the local agency receives the best prices, and it simplifies the process in selecting furniture items, as it is difficult to compare items from various vendors as each company offers so many variations of typical items such as chairs and desks.

The City Council previously approved a Master agreement in order to utilize the CMAS program for other office equipment. Haworth is an authorized vendor through CMAS and is one of the largest providers of office furniture to public and private entities. Staff has utilized a local authorized vendor of Haworth products, Pacific Office Interiors (POI). POI is an Agoura Hills business and has been instrumental in helping staff layout the various office environment components in the Recreation and Event Center. Since part of the construction project consisted of a remodel of the old building, there were several construction adjustments that needed to be made, causing the furniture sizes and layouts to be altered.

The City Council authorized staff to complete the Furniture, Fixtures, and Equipment (FFE) purchases and approved the allotted budget as part of the overall project construction approvals. Staff is bringing this item back to the City Council to formalize the purchase of the FFE furniture items purchased from Haworth, now that the final layout and itemized list of furniture is complete, to insure transparency to the public. The

purchase order amount to be purchased from Haworth is \$194,002.18; which is comprised of office furniture, event center tables, chairs, installation, and teen center amenities. Other FFE items were purchased from local businesses, wherever possible, and in all cases, the local vendors were willing to price match.

The City Attorney previously reviewed the CMAS Master agreement and has provided guidance to staff in the use of this program.

RECOMMENDATION

Staff respectfully recommends the City Council approve the purchase of furniture for the Recreation and Event Center from Haworth, via Pacific Office Interiors, and authorize the City Manager to complete the related agreements and payments.

Attachment: Recreation and Event Center Furniture listing/quotes

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



Invoice # 951-1-FT
Type Deposit
Job # 951



Bill To

City of Agoura Hills
 30001 Ladyface Court
 Agoura Hills, CA 91301
 PHONE: 818-596-7300

Install To

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

CUSTOMER PO	SALESPERSON	TERMS	INVOICE DATE	DUE DATE
091614	Free Taylor	50% Deposit/Net 10		

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1		Installation	1.00	0.00	EA	\$22,450.00	\$22,450.00
2	A101 - Multi Purpose Rm		1.00	0.00	EA	\$16,880.46	\$16,880.46
3	B208 - Cultural Arts Office		1.00	0.00	EA	\$6,019.25	\$6,019.25
4	B207 - Kitchenette		1.00	0.00	EA	\$2,080.69	\$2,080.69
5	B206 - Office		1.00	0.00	EA	\$7,802.72	\$7,802.72
6	B205 - Office		1.00	0.00	EA	\$7,802.72	\$7,802.72
7	B204 - Office		1.00	0.00	EA	\$6,435.21	\$6,435.21
8	B203 - 2nd Flr Open Office		1.00	0.00	EA	\$9,943.20	\$9,943.20
9	B202 - Staff Conf Rm		1.00	0.00	EA	\$6,415.44	\$6,415.44
10	B201 - Director's Office		1.00	0.00	EA	\$8,033.57	\$8,033.57
11	B104 - Office		1.00	0.00	EA	\$4,016.73	\$4,016.73
12	B103 - Office		1.00	0.00	EA	\$4,016.73	\$4,016.73
13	B101 - Shared Office		1.00	0.00	EA	\$6,776.72	\$6,776.72
14	A208 - Cultural Arts Office <i>COMMUNITY CONFERENCE ROOM</i>		1.00	0.00	EA	\$10,257.45	\$10,257.45
15	A118 - Senior Rm		1.00	0.00	EA	\$13,863.15	\$13,863.15

Amount Previously Invoiced	\$0.00
Payments	\$0.00
50.00 % Billing	\$66,397.02
Tax	\$5,975.73
Subtotal	\$72,372.75
Credits / Discounts	\$0.00
Amount Due	\$72,372.75

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



Invoice # **951-5-FT**
 Type **Final**
 Job # **951**



Bill To

City of Agoura Hills
 30001 Ladyface Court
 Agoura Hills, CA 91301
 PHONE: 818-596-7300

Install To

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

CUSTOMER PO	SALESPERSON	TERMS	INVOICE DATE	DUE DATE
091614	Free Taylor	50% Deposit/Net 10		

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1	Installation		1.00	0.00	EA	\$22,450.00	\$22,450.00
2	A101 - Multi Purpose Rm		1.00	0.00	EA	\$16,880.46	\$16,880.46
3	B208 - Cultural Arts Office		1.00	0.00	EA	\$6,019.25	\$6,019.25
4	B207 - Kitchenette		1.00	0.00	EA	\$2,080.69	\$2,080.69
5	B206 - Office		1.00	0.00	EA	\$7,802.72	\$7,802.72
6	B205 - Office		1.00	0.00	EA	\$7,802.72	\$7,802.72
7	B204 - Office		1.00	0.00	EA	\$6,435.21	\$6,435.21
8	B203 - 2nd Flr Open Office		1.00	0.00	EA	\$9,943.20	\$9,943.20
9	B202 - Staff Conf Rm		1.00	0.00	EA	\$6,415.44	\$6,415.44
10	B201 - Director's Office		1.00	0.00	EA	\$8,033.57	\$8,033.57
11	B104 - Office		1.00	0.00	EA	\$4,016.73	\$4,016.73
12	B103 - Office		1.00	0.00	EA	\$4,016.73	\$4,016.73
13	B101 - Shared Office		1.00	0.00	EA	\$6,776.72	\$6,776.72
4	A208 - Cultural Arts Office		1.00	0.00	EA	\$10,257.45	\$10,257.45
5	A118 - Senior Rm		1.00	0.00	EA	\$13,863.15	\$13,863.15

Subtotal	\$132,794.04
Tax	\$11,951.46
Order Total	\$144,745.50

Amount Previously Invoiced	\$0.00
Payments	\$72,372.75
100.00 % Billing	\$132,794.04
Tax	\$11,951.46
Subtotal	\$144,745.50
Credits / Discounts	\$0.00
Amount Due	\$72,372.75

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



Quote # 27511

Project # 951
 Page 1 of 2

BILL TO:

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

SHIP TO:

Pacific Office Interiors
 Agoura Hills Delivery Warehouse
 5304 Derry Ave, Suite Z
 Agoura Hills, CA 91301
 PHONE: (818) 735-0333
 FAX: (818) 735-0606

End User:

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

SALESPERSON	QUOTE NAME	PAYMENT TERMS
Free Taylor	City of Agoura Rec Center - Event Center	50% Deposit/Net 10

City of Agoura Rec Center - Event Center
Haworth Seating

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
1	SCH-44-0S TR-FM KR-V	Very Wire Stacker, Plstc Seat, Plstc Bk, Armless, Non Ganging, SNOW GRD A (Seat 1 Color) CHROME GRD D (Frame Color)	240.00	EA	\$88.04	\$21,129.60
2	SCT-1	Very Seating, Cart, For High Density Chairs	6.00	EA	\$187.51	\$1,125.06



Haworth Seating Total: \$22,254.66

Janus et Cie

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
3	650-10-816-25-00	FOOSBALL TABLE - STAINLESS STEEL	1.00	Ea	\$4,653.50	\$4,653.50

Janus et Cie Total: \$4,653.50

Installation

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
4	INSTALL	Receive, deliver and install	1.00	Ea	\$1,650.00	\$1,650.00

Installation Total: \$1,650.00

Grand Total:

Subtotal: \$28,558.16
 Tax: \$2,570.23
Grand Total: \$31,128.39

Authorized Signature:

Date:

Pacific Office Interiors
5304 Derry Ave, Suite U
Agoura Hills, CA 91301
Phone: (818) 735-0333
Fax: (818) 735-0606



Quote # 27511

Project # 951
Page 2 of 2

BILL TO:

City of Agoura Hills
30101 Agoura Ct., Ste 102
Agoura Hills, CA 91301
PHONE: (818) 597-7300
FAX: (818) 597-7352

SHIP TO:

Pacific Office Interiors
Agoura Hills Delivery Warehouse
5304 Derry Ave, Suite Z
Agoura Hills, CA 91301
PHONE: (818) 735-0333
FAX: (818) 735-0606

End User:

City of Agoura Hills
30101 Agoura Ct., Ste 102
Agoura Hills, CA 91301
PHONE: (818) 597-7300
FAX: (818) 597-7352

SALESPERSON	QUOTE NAME	PAYMENT TERMS
Free Taylor	City of Agoura Rec Center - Event Center	50% Deposit/Net 10

Authorized Signature:

Date:

P.O. #:

Please direct your Purchase Order to Pacific Office Interiors

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



Quote # 27416

Project # 951
 Page 1 of 2

BILL TO:

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

SHIP TO:

Pacific Office Interiors
 Agoura Hills Delivery Warehouse
 5304 Derry Ave, Suite Z
 Agoura Hills, CA 91301
 PHONE: (818) 735-0333
 FAX: (818) 735-0606

End User:

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

SALESPERSON	QUOTE NAME	PAYMENT TERMS
Free Taylor	City of Agoura Rec Center - Haworth Adds 9-25	50% Deposit/Net 10

**City of Agoura Rec Center - Haworth Adds 9-25
 A208**

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
1	SCC-34-1T	Very Conference Chair,Faux Lea Seat,Plstc Perf Bk,Fxd Arm,Alum Bse 2Tone Ctrs,	2.00	EA	\$435.45	\$870.90
	(XG)	BRISA GRD E (Seat 1 Color)				
	,XG-11	TRUFFLE GRD E (Seat 1 Color)				
	,TR-FK	COCOA GRD A (Back 1 Color (Inside))				
	,TR-7	FOG GRD A (Trim Color)				
	,TR-LE	METALLIC SILVER GRD B (Frame Color)				

A208 Total: \$870.90

B202

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
2	TA01-1414-L	Planes, Cable Base, 14In D.,Lam	1.00	EA	\$268.32	\$268.32
	,H-KG	COLOMBIAN WALNUT GRD B (Worktop Surface Color)				
	,HP-KG	COLUMBIAN WALNUT GRD A (Worktop Edge Color-Users Edge)				

B202 Total: \$268.32

B204

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
3	BZVJ-6524-LLB8ELNL	Tower,Personal Storage,F/F 65In.H X 24In.D	1.00	EA	\$1,124.41	\$1,124.41
	,H-KG	COLOMBIAN WALNUT GRD B (Surface 1A Color Storage)				
	,LR-BP	CHROME GRD A (Lock Color)				
	,HP-KG	COLUMBIAN WALNUT GRD A (Case Edge Color)				

B204 Total: \$1,124.41

B208

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
4	LSET-12	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 12	1.00	EA	\$0.00	\$0.00
	,LX-BP	CHROME GRD A (Lock Color)				

Authorized Signature:

Date:

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



Quote # 27416

Project # 951
 Page 2 of 2

BILL TO:

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

SHIP TO:

Pacific Office Interiors
 Agoura Hills Delivery Warehouse
 5304 Derry Ave, Suite Z
 Agoura Hills, CA 91301
 PHONE: (818) 735-0333
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End User:

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

SALESPERSON	QUOTE NAME	PAYMENT TERMS
Free Taylor	City of Agoura Rec Center - Haworth Adds 9-25	50% Deposit/Net 10

City of Agoura Rec Center - Haworth Adds 9-25

B208

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
5	LSET-4	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 4	1.00	EA	\$0.00	\$0.00
	,LX-BP	CHROME GRD A (Lock Color)				

B208 Total: \$0.00

Installation Services

LINE	MODEL NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
6	Installation Labor	Receive, deliver and install	1.00	EA	\$100.00	\$100.00

Installation Services Total: \$100.00

Grand Total:

Subtotal: \$2,363.63
 Tax: \$212.73
Grand Total: \$2,576.36

Authorized Signature:

Date:

P.O. #:

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



pacific office interiors
 building transformations

Invoice # 951-4-FT
Type Final
Job # 951



Bill To

City of Agoura Hills
 30001 Ladyface Court
 Agoura Hills, CA 91301
 PHONE: 818-596-7300

Install To

City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

CUSTOMER PO	SALESPERSON	TERMS	INVOICE DATE	DUE DATE
101414	Free Taylor	50% Deposit/Net 10		

Haworth Seating

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1	SCH-44-0S	Very Wire Stacker, Plstc Seat, Plstc Bk, Armless, Non Ganging,	240.00	0.00	EA	\$88.04	\$21,129.60
	,TR-FM	SNOW GRD A (Seat 1 Color)					
	,KR-V	CHROME GRD D (Frame Color)					
2	SCT-1	Very Seating, Cart, For High Density Chairs	6.00	0.00	EA	\$187.51	\$1,125.06

Janus et Cie

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1	650-10-816-25-00	FOOSBALL TABLE - STAINLESS STEEL	1.00	0.00	Ea	\$4,653.50	\$4,653.50

Installation

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1	INSTALL	Receive, deliver and install	1.00	0.00	Ea	\$1,650.00	\$1,650.00

Subtotal	\$28,558.16
Tax	\$2,570.23
Order Total	\$31,128.39

Amount Previously Invoiced	\$0.00
Payments	\$15,564.20
100.00 % Billing	\$28,558.16
Tax	\$2,570.23
Subtotal	\$31,128.39
Credits / Discounts	\$0.00
Amount Due	\$15,564.19

Pacific Office Interiors
 5304 Derry Ave, Suite U
 Agoura Hills, CA 91301
 Phone: (818) 735-0333
 Fax: (818) 735-0606



Invoice # 951-3-FT
Type Final
Job # 951



Bill To
 City of Agoura Hills
 30001 Ladyface Court
 Agoura Hills, CA 91301
 PHONE: 818-596-7300

Install To
 City of Agoura Hills
 30101 Agoura Ct., Ste 102
 Agoura Hills, CA 91301
 PHONE: (818) 597-7300
 FAX: (818) 597-7352

CUSTOMER PO	SALESPERSON	TERMS	INVOICE DATE	DUE DATE
101415	Free Taylor	50% Deposit/Net 10		

Virco

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1	6166R	Core-a-gator Series, 66 round, straight legs, lightweight folding table.	26.00	0.00	EA	\$445.15	\$11,573.90
	TOP:	GREYSTONE					
	FRAME:	EL DORADO BRONZE					
2	HRTT1	Cart for round and oval tables	3.00	0.00	EA	\$631.31	\$1,893.93
	FRAME:	CHAR BLACK					

Installation

LINE	PART #	DESCRIPTION	QTY	B.O.	UNIT	PRICE EA	EXT PRICE
1	Installation Labor	Receive, deliver and install	1.00	0.00	EA	\$800.00	\$800.00

Subtotal	\$14,267.83
Tax	\$1,284.10
Order Total	\$15,551.93

Amount Previously Invoiced	\$0.00
Payments	\$0.00
100.00 % Billing	\$14,267.83
Tax	\$1,284.10
Subtotal	\$15,551.93
Credits / Discounts	\$0.00
Amount Due	\$15,551.93