



Administrative Services Committee

Meeting Date: 4/30/2024

Henry Brigham Center - Change Order for Furniture Layout

Department:	Central Services Department
Presenter:	Ron Lampkin
Caption:	Approve a change order of purchase order 21REC033 to provide professional services related to furniture at the Henry Brigham Community Center in the total amount of \$153,473.16 Johnson Laschober & Associates, PC.
Background:	The original scope of work for PO 21REC033 did not include furniture layout services for the Henry Brigham Center. These professional services will be provided by Johnson Laschober & Associates, PC to coordinate with a furniture vendor and ensure furniture selections are delivered and installed, as well as overseeing invoicing and payment following installation.
Analysis:	Johnson Laschober & Associates, PC will provide professional services relating to furniture plan layout and revisions for both indoor and outdoor furniture, as well oversee installation for Henry Brigham Center.
Financial Impact:	Original Purchase Order Amount \$484,539.00 Revised Purchase Order Amount \$638,012.16 \$153,473.16; 272-06-1312 / 53.16150
Alternatives:	A – Approve the request; B – Do not approve the request
Recommendation:	Approve a change order of purchase order 21REC033 to provide professional services related to furniture at the Henry Brigham Community Center in the total amount of \$153,473.16 Johnson Laschober & Associates, PC.
Funds are available in the following accounts:	\$153,473.16; 272-06-1312 / 53.16150