
Choose an item.

DEPARTMENT: Legal Department

FROM: Justin Scharnhorst, Purchasing Manager

MEETING: August 1, 2022

SUBJECT:

Consider approval of a contract with Royer Commercial Interiors for the purchase, delivery, and installation of furniture for the future city owned space at Ellison on the Plaza in the amount not to exceed \$326,130 (*Staff Presenter: Justin Scharnhorst, Purchasing Manager*)

SUMMARY:

The City of Burleson released RFP 2022-009 on May 27th and closed responses on July 1st. The City received two submissions, Royer Commercial Interior and Blue Box, LLC. An internal evaluation committee was developed representing each department that is slated to occupy the new facility once construction is completed and accepted. The evaluation criteria consisted of qualifications & experience, product delivery and storage, cost of goods, and references. The purpose of these factors is to work towards determining the best value for the City. Given market conditions and manufacturing constraints in terms of delivery, the evaluation factors were derived from a position to get a competitive cost, with adequate delivery and set up by a company with a sound industry reputation. The cost of these services accounts for the purchase, storage, delivery, installation, and clean up of the first and second-floor City space in the Ellison on the Plaza facility.

Once the evaluation team completed their assessment and a sole finalist was selected. Staff met the interior design team at Royer to finalize the concept, color schemes, and furniture location. This information was reviewed and provided to BTX Old Town, LLC so floor selection, wall color, ceiling design, and stairwell options could be developed and presented to Council for consideration.

It is the recommendation of the interior design team with Royer Commercial Interiors to use the color schematic provided, citing it was consistent with other public sector facilities and believes it will accommodate the new facility in a professional, contemporary environment.

OPTIONS:

- 1) Approve as presented
- 2) Approve with changes
- 3) Deny

RECOMMENDATION:

Staff's recommendation is to approve a contract with Royer Commercial Interiors for the purchase, delivery, and installation of furniture for the future city owned space at Ellison on the Plaza in the amount not to exceed \$326.130

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

\$360,000 was budgeted for the FFE.

STAFF CONTACT:

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