

# City of Burnet City Council



## Item Brief

### **Meeting Date**

May 27, 2025

### **Agenda Item**

Discuss and consider action: Purchase of office furniture for the new City Hall facility: A. Feild

### **Information**

As the City prepares for the transition into the new City Hall facility, the purchase of essential office furniture is necessary to ensure a fully functional and efficient work environment for City staff and a welcoming space for visitors. The proposed furnishings include desks, chairs, workstations, conference room tables, reception area seating, and other related equipment to support daily operations.

The furniture will be procured through Perry Contract Furniture under a Omnia Partners purchasing contract. Utilizing Omnia Partners allows the City to leverage competitively bid pricing and ensures compliance with state procurement laws and City purchasing policies. The selected furniture is from the HON Series. By purchasing all HON furniture, the City will receive a 60% discount off of the list price.

If approved, the furniture would be scheduled for delivery and installation during the week of August 18.

### **Fiscal Impact**

The estimated cost of the furniture is Two Hundred Thousand and 00/100 Dollars (\$200,000.00). This amount includes shipping and installation. Funds for this expenditure are included in the capital budget for the new City Hall project, previously approved by City Council.

### **Recommendation**

Staff recommends the approval of the purchase of office furniture for the new City Hall as presented.