



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities

DATE: July 22, 2025

SUBJECT: Motion to Approve the Piggyback contract through the Florida Department of Management Services Contract No. 56120000-24-NY-ACS in the amount of \$35,000.00, from WRK Lab, Inc an Authorized Reseller for MillerKnoll, Inc., for purchasing office interior build-out spaces and cubicles, as well as installation services at Utilities Offices - **Utilities**

CITY MANAGER RECOMMENDATION:

The City Manager recommends utilizing a piggyback purchase through the Florida Department of Management Services Contract No. 56120000-24-NY-ACS for purchasing office interior build-out spaces as well as installation services from WRK Lab, Inc., an authorized reseller for MillerKnoll, Inc.

BACKGROUND OF ITEM:

As part of our ongoing efforts to improve communication, streamline operations and better serve our community, the Utilities Department is in the process of relocating its administrative staff from 9070 SW 51st Street, Cooper City, FL 33328 to the main Utilities building at 11791 SW 49th Street, Cooper City, FL 33330.

Currently, the existing office area comprising five (5) private offices, one (1) conference room, and one (1) reception area is not adequately furnished to accommodate the full administrative team, which consists of eleven (12) staff members. To successfully complete the relocation and ensure a functional and professional workspace, it is necessary to procure six (8) cubicles, along with desks and other essential office furnishings.

PROCUREMENT:

Florida Department of Management Services (FL DMS) awarded an alternate contract source State of New York Contract No. 23295, under Contract No. 56120000-24-NY-ACS for the purchase of furniture, all types. Solicitation No. 23295 was advertised on April 6, 2023, under full and open competition. Bids were opened on June 28, 2023, and subsequently reviewed, evaluated and awarded. FL DMS Contract No. 56120000-24-NY-ACS allows all Awarded Contractor's Florida authorized resellers to provide commodities under the alternate contract source; resellers are approved to provide sales and service support to State of Florida customers. WRK Lab, Inc. is a

Florida authorized reseller, authorized to resell products from the following Awarded Bidders: 9to5 Seating | Affordable Interior Systems Inc. | Agati, Inc. | Arcadia Chair Company | Artopex, Inc | Darran Furniture Industries, Inc. | Ergonom Corporation | Exemplis LLC | Global Industries, Inc.| Humanscale Corporation | Integra, Inc. | Jasper Seating Company, Inc. | Kimball International Brands, Inc. | Miller Knoll, Inc. | Modu Form, Inc. | Office Master, Inc. | OFS Brands, Inc. | Spec Furniture, Inc. | Via, Inc.

Piggybacking FL DMS Contract No. 56120000-24-NY-ACS offers the best value to the City due to time, expense and marketplace factors, pursuant to Sec. 2-258(e) of the Cooper City Procurement Code. Florida Department of Management Services is a state entity.

FISCAL IMPACT:

The cost of converting one of the offices to (2) cubicles for the engineering staff is \$7,691.33, plus adding two cubicles to the reception area \$6,369.30, plus converting the conference room to (4) cubicles \$14,504.06 and a contingency in the amount of \$6,435.31 makes for a total of \$35,000.00.

We are funding this with Fund 450 Contingency Funds. The remaining amount here reflects the unencumbered balance in Contingency after this transaction. Funds are being transferred to the previously unbudgeted Equipment & Machinery-Furniture & Equipment Line Item.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-950-599000-536 W&S Contingency	\$400,000.00	-\$35,000.00	\$43,486.00
450-950-564200-536 Equipment & Machinery-Furniture	\$0.00	\$35,000.00	\$35,000.00

ATTACHMENTS:

1. 56120000-24-NY-ACS - Furniture, All Types Contract - DMS
2. 56120000-24-NY-ACS - MillerKnoll, Inc.-Reseller Information Form - WRK Lab, Inc
3. 56120000-24-NY-ACS - WRK Lab, Inc Price Sheet Pages
4. Cooper City Piggyback Agreement for Contract 56120000-24-NY-ACS
5. WRK Lab, Inc - Proposal No. 13601A, 13601B and 13601C
6. Vendor Compliance Checklist
7. Budget Amendment