



## City of Ketchum

July 28, 2021

Mayor Bradshaw and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

### **Recommendation To Approve Purchase Order #20682 Not to Exceed \$55,393.61 for furniture.**

#### Recommendation and Summary

Staff is recommending the council Adopt the following Resolution:

**"I move to approve purchase order #20682 in an amount not to exceed \$55,393.61 and authorize the Mayor to sign said purchase order."**

The reasons for the recommendation are as follows:

- The City has a need for furniture at the new fire station.
- Business Interiors of Idaho can provide furniture that meets LEED criteria and is available on a purchase cooperative contract through Omnia Purchasing.

#### Introduction and History

The furniture in use at the fire station now is a mix of cheap furniture well past serviceability. Much of the furniture is unlikely to be able to survive moving it to a new location. The budget for the fire station project included replacing the furniture.

To qualify for a LEED point, 75% of the furniture being purchased must meet LEED criteria. This limits the selection of furniture to brands having sought out that certification. Business Interiors has quoted Haworth Furniture, which does meet that criterion.

The quote provided is for complete furnishing of the station, except beds and recliners. The fire department does not need all the items quoted and will be selecting only those items that absolutely need replacing from the current furniture.

Approving the purchase allows the Fire Department to move ahead with the items needed for opening the station in early September. Delaying until the quote could be revised to remove items not needed would negatively impact functionality when the fire department moves in.

#### Sustainability Impact

All items are LEED certified.

Financial Impact

The quote if awarded in full is within the budget for the project.

Attachments

Quote 8822-38396.

**Acceptance**

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Neil Bradshaw, Mayor  
City of Ketchum