



AGENDA ITEM SUMMARY FORM

MEETING DATE: 5/12/25

PREPARED BY: Sharon Arseneault, Court Administrator

AGENDA ITEM CONTENT: Court -- Replacement of Office Furniture

AGENDA ITEM SECTION: Bid Awards/Purchases

BUDGETED AMOUNT: \$40,000

FUNDS REQUESTED: \$40,163.45

FUND: 101-286-981-5000

EXECUTIVE SUMMARY:

The FY 2024-2025 Budget includes funding for the replacement of office furniture. The workstations/desks are in extremely poor condition and were purchased in 1992. Farmington Hills cooperative bid pricing has been extended to Madison Heights for purchase at Smart Business Source.

RECOMMENDATION:

The court recommends that Council approve the purchase of office furniture as quoted in the amount of \$40,163.45 from Smart Business Source (MITN Contract FH-22-23-2359). Funding to cover the budget overage is available in the Court line account.

Quote to: 43rd District Court
 200 W. Thirteen Mile Rd.
 Madison Heights, MI 48071

MITN CONTRACT FH-22-23-2359

Date: 4/29/25

Quoted by: Brian Reynolds

Contact: Sharon Arseneault
Phone #: 248-837-2705

Direct Phone # : 248-577-0740 x115

Customer PO # :

QTY	CATALOG NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	EXTENDED PRICE
		FRONT OFFICE CLERKS			\$ -
5	HON 10500	SINGLE PEDESTAL DESK 30 X 66	\$2,816.00	\$1,323.52	\$ 6,617.60
		BBF, DESK RETURN 24 X 42 WITH			\$ -
		FF CABINET.			\$ -
10	HON ACCELERATE	OVERHEAD STORAGE CABINET,	\$638.00	\$299.86	\$ 2,998.60
		36" W, FLIPPER DOORS, METAL,			\$ -
		LOCKING			\$ -
10		LED TASK LIGHT, 17"W	\$574.00	\$115.00	\$ 1,150.00
5		TACKBOARDS, 72"W X 18"H	\$358.00	\$168.26	\$ 841.30
8		WALL CHANNEL MIDDLE	\$165.00	\$77.55	\$ 620.40
2		WALL CHANNEL ENDS (PAIR)	\$312.00	\$146.64	\$ 293.28
2	HON ACCELERATE	PANEL SYSTEM WORKSTATION	\$8,071.00	\$3,290.60	\$ 6,581.20
		72" X 66", CURVED CORNER			\$ -
		BBF AND FF CABINETS, 65"H			\$ -
		BACK AND WING PANEL, 35"H			\$ -
		FRONT PANEL,(2) 36" OVERHEAD			\$ -
4		LED TASK LIGHT, 17"W	\$574.00	\$115.00	\$ 460.00
1		CURVED CORNER SURFACE	\$844.00	\$396.68	\$ 396.68
		72" X 36" X 24" X 24"			\$ -
1		RECT. WORKSURFACE, 30"X 24"	\$437.00	\$205.39	\$ 205.39
1		3 DRAWER FILE CABINET, 30"W	\$1,786.00	\$839.42	\$ 839.42
		LOCKING			\$ -
1		3 DRAWER FILE CABINET, 36"W	\$2,007.00	\$943.29	\$ 943.29
		LOCKING			\$ -
1		EXTENDED HEIGHT POST	\$231.00	\$108.57	\$ 108.57
		COURT OFFICERS			\$ -
1	HON 10500	SINGLE PEDESTAL DESK 30 X 66	\$2,816.00	\$1,323.52	\$ 1,323.52
		BBF, DESK RETURN 24 X 42 WITH			\$ -
		FF CABINET.			\$ -
2		SINGLE PEDESTAL DESK 30 X 66	\$1,595.00	\$749.65	\$ 1,499.30
		BBF			\$ -
					\$ -
					\$ -
					\$ -

Terms of Sale:

All Special Order Furniture is Non Returnable and Non Refundable

Credit card sales subject to 3% processing fee

All invoices past due 30 days are subject to 1.5% charge per month

Product Sub-total	\$ 24,878.55
Total from page 2	\$ 14,349.16
Product Total	\$ 39,227.71
Sales Tax	
Delivery & Installation	
Mfg. Tariff	\$ 935.74
Grand Total	\$ 40,163.45

Authorized Signature

Date

QTY	CATALOG NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	EXTENDED PRICE
		SHARON			\$ -
1	HON 10500	U-SHAPE WORKSTATION, 36" X 72" DESK WITH RH BBF, 24" X 47" BRIDGE, 24" X 72" CREDENZA WITH LH FF.	\$3,811.00	\$1,791.17	\$ 1,791.17
		72"W STACK ON HUTCH, 4 DOOR W/BACK ENCLOSURE	\$1,733.00	\$814.51	\$ 814.51
1		TACKBOARD FOR 72"W HUTCH	\$427.00	\$200.69	\$ 200.69
2		LED TASK LIGHT, 17"W	\$574.00	\$115.00	\$ 230.00
		VINCE			\$ -
1	HON 10500	U-SHAPE WORKSTATION, 36" X 72" DESK WITH RH BBF, 24" X 47" BRIDGE, 24" X 72" CREDENZA WITH LH FF.	\$3,811.00	\$1,791.17	\$ 1,791.17
		72"W STACK ON HUTCH, 4 DOOR W/BACK ENCLOSURE	\$1,733.00	\$814.51	\$ 814.51
1		TACKBOARD FOR 72"W HUTCH	\$427.00	\$200.69	\$ 200.69
2		LED TASK LIGHT, 17"W	\$574.00	\$115.00	\$ 230.00
		RECEPTIONIST			\$ -
1	HON 10500	U-SHAPE WORKSTATION, 30" X 60" DESK WITH LH BBF, 24" X 42" BRIDGE, 24" X 60" CREDENZA WITH RH FF.	\$3,942.00	\$1,852.74	\$ 1,852.74
		60"W STACK ON HUTCH, 4 DOOR W/BACK ENCLOSURE	\$1,610.00	\$756.70	\$ 756.70
1		TACKBOARD FOR 60"W HUTCH	\$357.00	\$167.79	\$ 167.79
1		LED TASK LIGHT, 30"W	\$768.00	\$135.00	\$ 135.00
		LAUREN			\$ -
1	HON 10500	U-SHAPE WORKSTATION, 30" X 60" DESK WITH LH BBF, 24" X 42" BRIDGE, 24" X 78" CREDENZA WITH RH FF.	\$4,195.00	\$1,971.65	\$ 1,971.65
		78"W STACK ON HUTCH, 4 DOOR W/BACK ENCLOSURE	\$1,932.00	\$908.04	\$ 908.04
1		TACKBOARD FOR 78"W HUTCH	\$450.00	\$211.50	\$ 211.50
1		LED TASK LIGHT, 30"W	\$768.00	\$135.00	\$ 135.00
					\$ -
					\$ -
12		PENCIL DRAWER, ANGLE FRONT 22"W X 15"D	266.00	99.00	\$ 1,188.00
					\$ -
					\$ -
1		REMOVAL AND DISPOSAL OF EXISTING DESKS, 14 TOTAL		950.00	\$ 950.00
					\$ -
					\$ -
					\$ -
		FINISHES			\$ -
		LAMINATE: STERLING ASH (LSA1)			\$ -
		METAL: HARBOR (PO97)			\$ -
		FABRIC: ETCH-MIDTONE (ECH11)			\$ -
					\$ -
					\$ -
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					\$ -
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					\$ -
TOTAL OF PAGE 2					\$ 14,349.16