



## CITY COUNCIL AGENDA ITEM

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**SUBJECT: Affordable Interior Solutions Quote Approval**

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**AGENDA SECTION:** *(check all that apply)*

☐ PRESENTATION    ☐ PUBLIC HEARING    ☐ CONSENT AGENDA    ☐ OLD BUSINESS  
☒ NEW BUSINESS    ☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

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**CATEGORY:** *(check all that apply)*

☐ ORDINANCE    ☐ RESOLUTION    ☐ CONTRACT    ☐ POLICY    ☐ STATUS REPORT  
☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

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**ACTION REQUESTED:** ☒ DECISION    ☐ DISCUSSION,    ☐ REVIEW, or    ☐ UPDATE ONLY

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**Previously Heard Date(s):** [Click or tap to enter a date.](#) & [Click or tap to enter a date.](#)

**Current Work Session:** [Click or tap to enter a date.](#)

**Current Council Meeting:** Monday, February 28, 2022

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**SUBMITTED BY:** Gia Scruggs, Finance Director

**PRESENTER:** Gia Scruggs

**PURPOSE:** [Click or tap here to enter text.](#)

**FACTS:** The City Council approved the expansion of the City Hall leased space at the current location of 3120 Stonecrest Blvd. This additional space includes suite 125, that has been designed to accommodate the City Council and administrative support staff. This space includes offices, a conference room and work stations and and open conversation space. Suite 250 has been designed to included offices, a conference room, plan review room, breakroom, reception area, workstations, and phone rooms for the Planning and Zoning, Code Enforcement, and the City Engineer departments. In order to make this space usable, the purchasing office reviewed workstation and chair offerings through Affordable Interior Systems, State of Georgia Convenience Statewide Contract Number: 99999-001-SPD0000100-002 with the Dealer of Record: Russell Contract Furnishings, LTD. The cost to provide workstations for these two suites will be for an amount not to exceed \$. The quotes attached indicate a total of \$122,351.02. Upon Council approval, a Purchase Order will be issued to the selected vendor. The amount includes all delivery and setup costs associated with assembly and setup. At the time the decision was made to add the additional space, there



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was not a design or concept on the design of the spaces and the FY22 budget did not include this amount. There will be a future budget adjustment request to ensure adequate funding of this request. The funding for this will come from General Fund – Facilities and Buildings – Furniture and Fixtures.

**OPTIONS:** Approve, Deny, Defer Click or tap here to enter text.

**RECOMMENDED ACTION:** Approve Click or tap here to enter text.

### ATTACHMENTS:

- (1) Attachment 1 - Affordable Interior Solutions Quote
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.