



## Legislation Text

---

**File #:** 23-0994, **Version:** 1

---

Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with Teknion LLC, of Mount Laurel, NJ, for the furnishing and delivering of furniture solutions with related accessories and services on an as-needed basis, on the same terms and conditions afforded to Sourcewell, a state of Minnesota local government agency and service cooperative, in a total amount of \$2,000,000, authorize a 20 percent contingency in the amount of \$400,000, for a total contract amount not to exceed \$2,400,000, until the Sourcewell contract expires on February 18, 2024, with the option to renew for as long as the Sourcewell contract is in effect, at the discretion of the City Manager. (Districts 2,5)

City Council approval is requested to enter into a contract with Teknion LLC (Teknion), for the furnishing and delivering of furniture solutions with related accessories and services on an as-needed basis. The Police Department initiated a large departmentwide restructuring that included the creation of the New Office of Constitutional Policing in Fiscal Year 2021 (FY 21), the new Community Services Bureau and Executive Communications Division in FY 23, and has proposed the creation of a Center for Crime Information Analysis in FY 24, among other changes. These new operations require reconfiguring sections of the Public Safety Building and the Police Department area at 3205 Lakewood Blvd., to accommodate the new employee working groups. This project aims to not only redesign office layouts to match the new organizational structure, but to provide ergonomic furnishings that will help reduce employee injury and fatigue. Major renovations have not been completed to the professional workspaces in the Public Safety Building for over 20 years. Teknion's product line will be used to replace over two hundred employee cubicles.

The Finance and Facilities Division of the Police Department researched procurement options for furniture solutions with related accessories and services and discovered other agencies had completed an open, fair, transparent, and competitive procurement process. The City reviewed the contract options and determined that the contract between Sourcewell with Teknion provided the best value to the City.

Teknion was selected based on their competitive pricing, service level, and breadth of product offerings. The Proposal Evaluation Committee used the Sourcewell RFP evaluation criteria and determined that thirty-nine proposal responses met Level-One and Level-Two Responsiveness and were evaluated. Teknion is an international designer and manufacturer of office systems and related products, including storage and filing, seating, case goods, tables, and ergonomic furniture. They have been in business for 36 years, have over 400 dealers that can provide turn-key service to Sourcewell members, and offers a solid pricing discount.

City Charter Section 1802 provides an alternative procurement method by permitting the City to purchase or otherwise obtain services, supplies, materials, equipment, and labor with other governmental agencies. This alternative procurement method can save time and reduce costs through economies of scale by purchasing under existing contracts from other government agencies on a voluntary and selective basis, when authorized by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Arturo D. Sanchez and Budget Management Officer Nader Kaamouh on August 18, 2023, and by Purchasing Agent Michelle Wilson on August 14, 2023,.

City Council action to adopt a Resolution and award a contract concurrently is requested on September 5, 2023, to ensure the contract is in place expeditiously.

The total amount of the contract will not exceed \$2,400,000, inclusive of a 20 percent contingency, until the Sourcewell contract expires February 18, 2024 with the option to renew for as long as the Sourcewell contract is in effect. The contract authority is estimated based on the maximum quantity of items that may be purchased. Any expenditures not currently budgeted will only proceed at such time that appropriations have been approved by the City Council. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

WALLY HEBEISH  
CHIEF OF POLICE

APPROVED:

THOMAS B. MODICA  
CITY MANAGER