



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Facility Services**

COUNCIL AGENDA DATE: **August 17, 2020**

BID NO.: **NA** CONTRACT NO.: **NC 420A** DATE OPENED: **NA**

DESCRIPTION:

The City of High Point's new Police Department is in need of furnishings and three NC State Contract furniture manufacturers were invited to submit proposals based on the furniture requirements outlined by the Architect; Creech & Associates. KI scored the highest of three and submitted lowest cost proposal.

PURPOSE:

City Council is asked to award a contract to KI Furniture for the total comprehensive furnishing for the new High Point Police Department in the amount of \$710,248.28. KI is an approved North Carolina State Contract manufacturer and their proposal was submitted utilizing at or below state contract pricing.

COMMENTS:

Three proposals were received and were evaluated by a selection committee comprised of Police Department, Facilities and Purchasing staff. Evaluations were based on; site visit, experience with similar projects, product selection, product quality and warranty.

RECOMMEND AWARD TO: **KI Furniture** AMOUNT: **\$710,248.28**

JUSTIFICATION:

The new HPPD facility will require furnishings throughout the facility and immediate approval is required so that a PO may be issued for the manufacturer to begin production of final approved furnishings. Proposals obtained from: KI, High Point Furniture & Miller At Work

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
411310	533701	411181010505	40201	\$750,000
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Tim M. McKinney** Digitally signed by Tim M. McKinney Date: 2020.08.10 09:05:06 -04'00' DATE: **Aug 10, 2020**

The Purchasing Division concurs with recommendation submitted by the **Facility Services** and recommends award to the lowest responsible, responsive bidder **KI Furniture** in the amount of \$ **710,248.28**

PURCHASING MANAGER: **Erik S. Conti** Digitally signed by Erik S. Conti Date: 2020.08.10 09:11:44 -04'00' DATE: **Aug 10, 2020**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn Date: 2020.08.10 12:10:30 -04'00' DATE: **Aug 10, 2020**

CITY MANAGER: **Randy E. McCaslin** Digitally signed by Randy E. McCaslin Date: 2020.08.10 14:02:13 -04'00' DATE: **Aug 10, 2020**