



# Fulton County

## Legislation Details (With Text)

**File #:** 23-0344      **Version:** 1      **Name:**

**Type:** CM Action Item - Open & Responsible Government      **Status:** Passed

**File created:** 5/9/2023      **In control:** Board of Commissioners

**On agenda:** 5/17/2023      **Final action:** 5/17/2023

**Title:** Request approval to increase the spending authority - Department of Real Estate and Asset Management, ITB#ITB22110K-DJ, Furniture and Installation Services for the Fulton County Central Warehouse in the total amount of \$351,522.81 with The Hon Company, LLC c/o Minton Jones Company, Inc. (Muscatine, IA) to cover the costs for Phase II furniture and related components (Emergency Management, Clerk of the Courts, IT, FGTV, DREAM, Police Department, Marshal, and Sheriff's Office) for the Fulton County Central Warehouse located at 5600 Campbellton-Fairburn Road, Atlanta, GA 30213. Effective upon BOC approval. (APPROVED)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1 Amendment No. 1 to Form of Contract, 2. Exhibit 2 Cost Proposal Fulton Central WH PH 2, 3. Exhibit 3 Contractor's Performance Report

Date	Ver.	Action By	Action	Result
5/17/2023	1	Board of Commissioners	approve	Pass

### Department

Real Estate and Asset Management

### Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to increase the spending authority - Department of Real Estate and Asset Management, ITB#ITB22110K-DJ, Furniture and Installation Services for the Fulton County Central Warehouse in the total amount of \$351,522.81 with The Hon Company, LLC c/o Minton Jones Company, Inc. (Muscatine, IA) to cover the costs for Phase II furniture and related components (Emergency Management, Clerk of the Courts, IT, FGTV, DREAM, Police Department, Marshal, and Sheriff's Office) for the Fulton County Central Warehouse located at 5600 Campbellton-Fairburn Road, Atlanta, GA 30213. Effective upon BOC approval. **(APPROVED)**

### Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract and necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

### Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

**Open and Responsible Government**

### Commission Districts Affected

- All Districts
- District 1
- District 2
- District 3
- District 4
- District 5
- District 6

**Is this a purchasing item?**

Yes

**Summary & Background** Request approval to increase spending authority to cover the costs for Phase II furniture and related components for the Fulton County Central Warehouse.

**Scope of Work:** The increase spending authority is being requested to cover the costs to furnish and install office furniture, workstations, and related components for Phase II for the Fulton County Central Warehouse located at 5600 Campbellton-Fairburn Road, Atlanta, GA 30213.

The BOC approved the Contract #ITB22110K-DJ, Furniture, and Installation Services for the Fulton County Central Warehouse for Phase I in the total amount of \$1,160,245.01 with The Hon Company, LLC c/o Minton Jones Company, Inc. on March 15, 2023, as Item #23-0196. Now, we are requesting approval of additional funding to cover the costs for Phase II furniture and related components for the 345,000 sq. ft. remaining portion of the existing Fulton County Warehouse.

Phase II of the building is allocated for Emergency Management, Clerk of the Courts, IT, FGTV, Real Estate and Asset Management, Police Department, Marshal, and Sheriff's Office. This phase of the building is anticipating installation of the new furniture in May 2023.

This contract furnishes all materials, labor, tools, equipment, and appurtenances necessary to provide and install office furniture, workstations, and related components for the Fulton County Central Warehouse located at 5600 Campbellton-Fairburn Road, Atlanta, GA 30213. Scope of Work consist of, but is not limited to:

1. Facilitate the proper ordering of all furniture items for both Phase I and II
2. Provide bi-weekly project status report
3. Deliver, receive, inspect all goods ordered
4. Coordinate and determine installation and assemble of all furniture items for both Phase I and II
5. Clean and remove any debris generated at the jobsite during and after installation
6. Provide a statement warranting that all proposed product and related equipment conform to current federal, state, and local codes, as well as ADA standard for accessibility
7. Provide a minimum 5-year warranty period of all manufacture systems furniture and components, and to include repair and/or replacement free of charge, both for labor and materials
8. The Contractor will be required to provide for storage of all furniture until the time of installation for all phases of the building; or provide just in time delivery for the furniture to meet all deadlines. The County will not be responsible for any storage of furniture.

**Community Impact:** None of which the Department is aware.

**Department Recommendation:** The Department of Real Estate and Asset Management recommends approval to increase spending authority to cover the costs for Phase II furniture and related components (Emergency Management, Clerk of the Courts, IT, FGTV, DREAM, Police Department, Marshal, and Sheriff's Office) for the Fulton County Central Warehouse located at 5600 Campbellton-Fairburn Road, Atlanta, GA 30213.

The recommended Furniture Contractor(s) will work in collaboration with the DREAM's Management Team and the County's Architectural and Engineering Design Firm representatives.

**Project Implications:** The intent of this contract is to accommodate and support the selected County Agencies by providing the most functional and cost-effective office furniture, workstations, related components that will facilitate a multi-business functional workplace environment and support all technology requirements at the Fulton County Central Warehouse.

**Community Issues/Concerns:** None of which the Department is aware.

**Department Issues/Concerns:** If this increase spending authority is not approved, the County does not have the capacity to purchase and install the most functional and cost-effective office furniture, workstations, related components that will accommodate and meet the workplace environment requirements for selected Fulton County Agencies at the Fulton County Central Warehouse

### Contract Modification

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	23-0196	3/15/23	\$1,160,245.01
<b>Increase Spending Authority No. 1</b>			<b>\$351,522.81</b>
Total Revised Amount			\$1,511,767.82

### Contract & Compliance Information *(Provide Contractor and Subcontractor details.)*

**Contract Value:** \$351,522.81  
**Prime Vendor:** The Hon Company, LLC C/O Minton Jones Company, Inc.  
**Prime Status:** Non-Minority  
**Location:** Muscatine, IA  
**County:** Muscatine County  
**Prime Value:** \$351,522.81 or 100.00%

**Total Contract Value:** \$351,522.81 or 100.00%  
**Total Certified Value:** \$0.00 or 0.00%

### Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

- Exhibit 1:** Amendment No. 1 to Form of Contract
- Exhibit 2:** Cost Proposal Office Furniture Phase II (The Hon Company)
- Exhibit 3:** Contractor's Performance Report

### Contact Information *(Type Name, Title, Agency and Phone)*

Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772

**Contract Attached**

Yes

**Previous Contracts**

Yes

**Total Contract Value**

Original Approved Amount: \$1,160,245.01  
Previous Adjustments: \$0.00  
This Request: \$351,522.81  
TOTAL: \$1,511,767.82

**Grant Information Summary**

Amount Requested:  Cash  
Match Required:  In-Kind  
Start Date:  Approval to Award  
End Date:  Apply & Accept  
Match Account \$:

**Fiscal Impact / Funding Source**

**Funding Line 1:**

500-520-5200-C601: Capital, Real Estate and Asset Management, Central Warehouse Buildouts-  
\$351,522.81

<b>Key Contract Terms</b>	
<b>Start Date:</b> Effective upon BOC approval	<b>End Date:</b> 270 calendar days of completion of project as determined by Fulton County
<b>Cost Adjustment:</b>	<b>Renewal/Extension Terms:</b>

**Overall Contractor Performance Rating:** N/A

**Would you select/recommend this vendor again?**

Yes

**Report Period Start:**      **Report Period End:**

**N/A**

**N/A**