



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#15-1138**

**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** November 3, 2015

**TITLE:** Motion to Approve Office Furniture – Compass Office Solutions, LLC -  
\$138,196

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**Recommendation**

It is recommended that the City Commission approve the capacity to purchase office furniture for \$138,196 through the State of Florida Contract 425-001-12-1 from Compass Office Solutions LLC, an authorized dealer for Compatico, Inc.

**Background**

Due to the significant volume of development activity taking place in the City over the past few years, the Department of Sustainable Development (DSD) has increased its personnel complement, particularly in the Building Services Division, over the past two fiscal years. When combined with existing vacancies, DSD is actively recruiting for 42 full-time positions spread across every division of the department.

To accommodate new staffing levels in an efficient and collaborative workspace, a more comprehensive space reconfiguration has been designed for portions of the Greg Brewton Center and the Sixth Street Plaza. The new furniture that will be purchased is constructed with recyclable material and the space layouts are efficiently designed to better maximize the useable space (mostly modular) for each employee and each workgroup. Additionally, the furniture selected compliments the longer-term vision of the department with more modern looking furniture as a starting point for a gradual upgrade of workspaces throughout the department.

The Building Services Division furniture needs will provide new workspaces for administrative staff focused on internal operations, plan review, and inspection services at the Greg Brewton Center. The Economic and Community Redevelopment Division and Housing and Community Development Division furniture purchases will provide furniture upgrades and outfit space on the first floor of Sixth Street Plaza. Utilizing more space at Sixth Street Plaza is important in making additional space available for the expanded needs of the other DSD divisions located within the Greg Brewton Center. With each new piece of furniture purchased, when possible, existing furniture will be

recycled to provide a resource for future needs when funding is not available to address additional staffing or operational needs.

Pursuant to Section 2-181(7), Code of Ordinances of the City of Fort Lauderdale, Florida, purchases will be from the authorized dealer Compass Office Solutions LLC for \$138,196 via Florida State Contract 425-001-12-1, which followed formal bid procedures of sealed written bids, public opening, and legal advertising.

### **Resource Impact**

<b><i>Funds available as of October 26, 2015</i></b>					
<b>ACCOUNT NUMBER</b>	<b>INDEX NAME (Program)</b>	<b>OBJECT CODE/ SUB-OBJECT NAME</b>	<b>AMENDED BUDGET (Object Code)</b>	<b>AVAILABLE BALANCE (Object Code)</b>	<b>PURCHASE AMOUNT</b>
106-DSD060601-3925	Northwest Community Redevelopment	Supplies/Office Equipment < \$5,000	\$1,274,772	\$1,204,482	\$26,750
106-DSD070601-3925	Beach Community Redevelopment	Supplies/Office Equipment < \$5,000	\$414,052	\$391,019	\$8,191
108-HP15ADM-8001	HOPWA General Administration FY 14-15	Recurring Charges/Program Funds	\$221,325	\$44,317	\$8,050
130-SH16ADM-8001	SHIP FY 15-16 Administration	Recurring Charges/Program Funds	\$82,627	\$71,424	\$8,050
140-DSD034002-3925	Building Permits	Supplies/Office Equipment < \$5,000	\$2,972,133	\$2,968,647	\$87,155
<b>PURCHASE TOTAL ►</b>					<b>\$138,196</b>

### **Strategic Connections**

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing our resources wisely and sustainably.
- Objective 3: Provide safe, efficient, and well-maintained vehicles, equipment, and facilities and integrate sustainability into daily operations.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Community*.

### **Attachment**

Exhibit 1 – Florida State Contract 425-001-12-1 Office Furniture and Files

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