

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to authorize the use of a cooperative contract for **systems furniture reconfiguration and setup** from **Haworth Inc.**

Board Meeting Date: November 7, 2017

Project Name/Contract#: Systems Furniture Reconfiguration / ORPIN Contract with Haworth Inc.

Primary Contact: Rod Price Ext. 7122

Purchasing Contact: Collin Logan Ext. 7426

Expected Spend: \$95,000

Narrative:

The Board is being asked to approve services and the purchase of **systems furniture (including configuration and setup) from Haworth, Inc.** of Holland, MI.

EWEB will be moving the majority of staff from the Headquarters Building (HQ) on East 4th Avenue to the Roosevelt Operations Center (ROC) on Roosevelt Blvd. Office space will need to be modified to accommodate additional staff at the ROC. System furniture at the ROC and HQ will be repurposed where available. Due to the complexity of the systems furniture components EWEB will take advantage of the manufacturer's expertise.

Haworth, Inc. supplied and installed the existing systems furniture at the ROC. This contract allows for design, reconfiguration, and purchase of required office furniture systems to match existing furniture. Authorization to use this contract will allow staff coordinating the consolidation to use this contract if staff determine it is in the best interests of EWEB.

EWEB staff will utilize Haworth, Inc.'s State of Oregon's ORPIN Contract 9721 to procure the services on an as needed basis.

ACTION REQUESTED:

Management requests the Board authorize the use of the contract for systems furniture reconfiguration and setup from Haworth, Inc. for the duration of this project. Furniture services and purchase have been budgeted in the Facilities Department (384).

SIGNATURES:

Project Coordinator: _____

Manager: _____

Purchasing Supervisor: _____

Executive Officer: _____

Board Approval Date: _____