Ivins City Staff Report
City Council Meeting 7/7/2022

Agenda Item: Approval of Expenditure for Building Department and Public Works Cubicles

Submitted by: Charles R. Gillette, P.E., Public Works Director and City Engineer

Recommended City Council Action:
Approve Expenditure of $32,534.46 for Building Department and Public Works Cubicles

BACKGROUND:
The Building Department and Public Works Department has been making do with old furniture from the old City Hall, but there is a need to update the space with professional matching cubicles.

FINDINGS AND ANALYSIS:
We were only able to get bids from Alpine Office Products and they were able to submit a quote with a 37% discount off the list prices for a total $32,534.46. The prices are below expectations and are recommended to be approved.

SUPPORT MATERIALS:
Quote (List Pricing)
Cubicle Drawings

FINANCIAL IMPACT:
There is budget in the FY22 budget that would cover this expenditure.
GL 1058740: $5,422.41 (Building Dept)
GL 1043740: $5,422.41 (Admin Dept)
GL 1060744: $5,422.41 (Streets Fund)
GL 5142744: $8,675.86 (Water Fund)
GL 5242744: $6,506.89 (Sewer Fund)
GL 5342744: $1,084.48 (Storm Drain Fund)

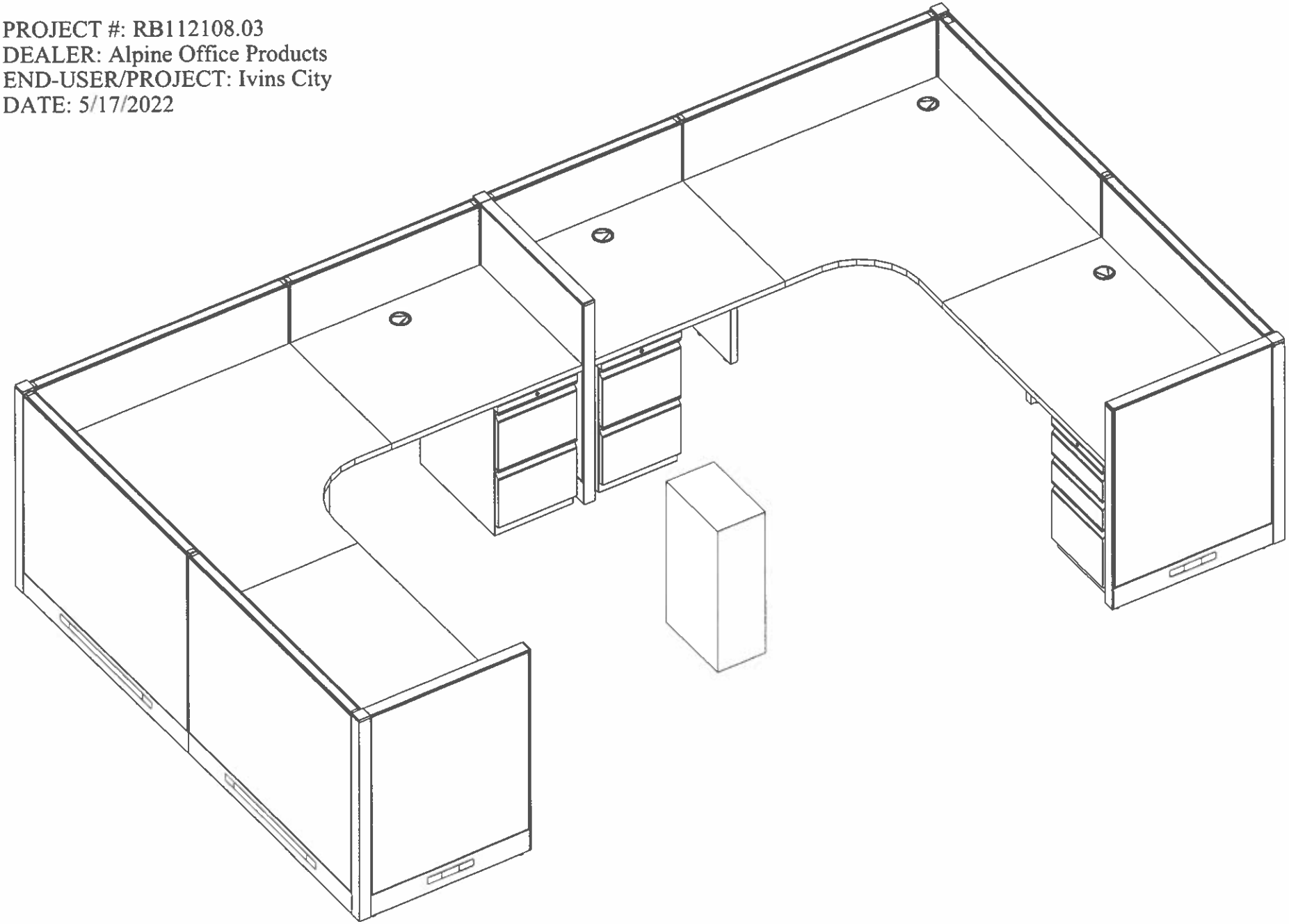
Respectfully Submitted:

Charles Gillette, P.E., Public Works Director & City Engineer

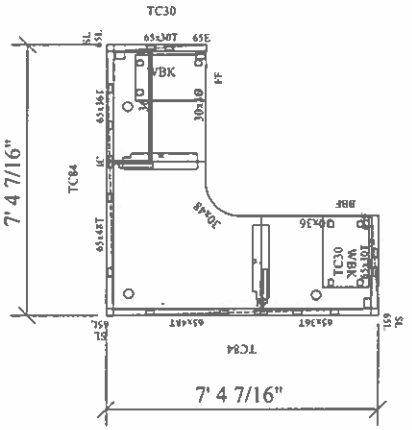
Content Review:

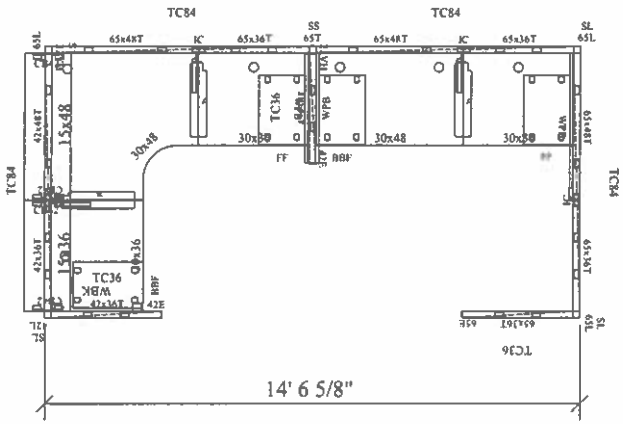
Dale Coulam, City Manager

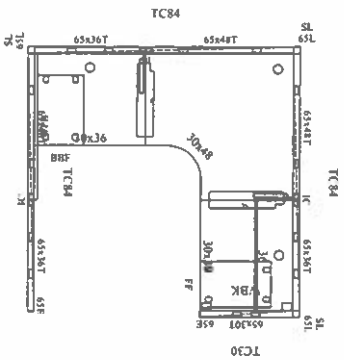
PROJECT #: RB112108.03
DEALER: Alpine Office Products
END-USER/PROJECT: Ivins City
DATE: 5/17/2022

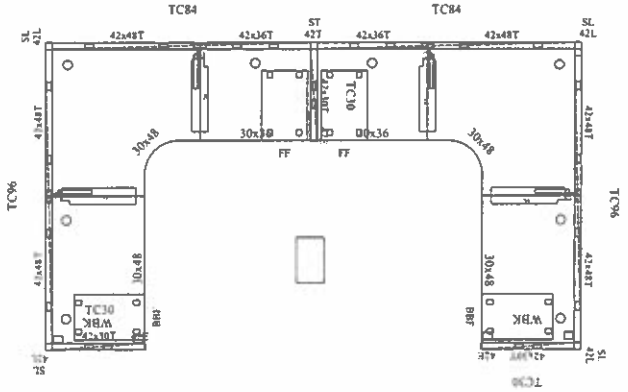


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DRAWING NOT TO SCALE

The dealer is ultimately responsible for the accuracy and correctness of component counts and measurements. These conceptual furniture configurations and specifications are provided for informational purposes only and do not constitute interior design or architectural services. These potential configurations may need to be approved for the intended space by a licensed architect or interior designer. Dealer shall verify and confirm on site conditions, dimensions, and suitability of product and application consistent with published guidelines and applicable codes. All ceiling heights are assumed to be 8 feet unless specified by the dealer and stated on the layout. All layouts assume installation on clear walls and do not account for trim, registers or devices unless such items are shown on the layout. S.P. Richards shall not be responsible if the floor and wall dimensions described on the layout do not match the actual dimensions. If there is a discrepancy between the layout and the dimensions provided to S.P. Richards, it shall be the dealer's responsibility to notify S.P. Richards and have the discrepancy corrected before an order is placed. Please note that all products special ordered direct from a manufacturer's factory are not returnable and are the sole property of the dealer once the purchase order has been received by S.P. Richards. Liability of S.P. Richards shall be limited to the amount charged for the Specifications Services rendered and in no event shall S.P. Richards be responsible for any consequential or incidental damages.

S.P. Richards Co.
Rachel Bray
Rachel_Bray@sprich.com
770.779.4434

List Price Report

Prepared For:
Alpine Office Products
Ivins City
RB112108.03

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	1	4	HON	H18723R	Flagship Series Pedestal "R" Pull Mobile B/B/F 23D		$948.00	$3,792.00
	Lock/Omt Opts			.L	Standard Random Key Lock		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	2	2	HON	H18723R	Flagship Series Pedestal "R" Pull Mobile B/B/F 23D		$948.00	$1,896.00
	Lock/Omt Opts			.L	Standard Random Key Lock		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	3	4	HON	H18823R	Flagship Series Pedestal "R" Pull Mobile F/F 23D 2		$948.00	$3,792.00
	Lock/Omt Opts			.L	Standard Random Key Lock		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	4	2	HON	H18823R	Flagship Series Pedestal "R" Pull Mobile F/F 23D 2		$948.00	$1,896.00
	Lock/Omt Opts			.L	Standard Random Key Lock		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	5	1	HON	HBCSR1536P	Systems Raised Straight Countertops 36Wx15D Edgeband		$338.00	$338.00
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	6	1	HON	HBCSR1548P	Systems Raised Straight Countertops 48Wx15D Edgeband		$367.00	$367.00
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	7	5	HON	HEC42PLN	42.5H "L" Connector Post		$141.00	$705.00
	Select Paint Grade			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	8	1	HON	HEC42PTN	42.5H "T" Connector Post		$133.00	$133.00
	Select Paint Grade			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	9	6	HON	HEC65PLN	65H "L" Connector Post		$180.00	$1,080.00
	Select Paint Grade			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	10	3	HON	HEC65PLN	65H "L" Connector Post		$180.00	$540.00
	Select Paint Grade			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	11	1	HON	HEC65PTN	65H "T" Connector Post		$174.00	$174.00
	Select Paint Grade			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	12	4	HON	HECB42	Counter Top Bracket for 42.5H Panels		$67.00	$268.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	13	1	HON	HECS1	Single Connector Strap		$20.00	$20.00
	14	13	HON	HECSL	"L" Connector Strap		$20.00	$260.00
	15	1	HON	HECSS	Extended Straight Connector Strap "S"		$28.00	$28.00
	16	1	HON	HECST	"T" Connector Strap		$28.00	$28.00
	17	2	HON	HECVH22P	Variable Height Connector Kit 22.5H		$84.00	$168.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	18	5	HON	HEFEC42P	Panel Finished End Covers 42.5H		$68.00	$340.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	19	4	HON	HEFEC65P	Panel Finished End Covers 65H		$82.00	$328.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	20	1	HON	HEFEC65P	Panel Finished End Covers 65H		$82.00	$82.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	21	2	HON	HEOHRTA1536FD	15H x 13"D x 36W Flipper Door Overhead		$569.00	$1,138.00
	Select Paint			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	22	3	HON	HETC30	Panel Top Cap 30"W		$58.00	$174.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	23	3	HON	HETC30	Panel Top Cap 30"W		$58.00	$174.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	24	3	HON	HETC36	Panel Top Cap 36"W		$74.00	$222.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	25	8	HON	HETC84	Panel Top Cap 84"W		$146.00	$1,168.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	26	3	HON	HETC84	Panel Top Cap 84"W		$146.00	$438.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	27	2	HON	HETC96	Panel Top Cap 96"W		$160.00	$320.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	28	3	HON	HETP4230FP	Tackable Panel w/o TC 42.5H x 30W		$397.00	$1,191.00
	Fabric Selection			$(A)	Gr A Fabric		$12.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	29	3	HON	HETP4236FP	Tackable Panel w/o TC 42.5H x 36W		$419.00	$1,257.00
	Fabric Selection			$(A)	Gr A Fabric		$14.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	30	2	HON	HETP4236FP	Tackable Panel w/o TC 42.5H x 36W		$419.00	$838.00
	Fabric Selection			$(A)	Gr A Fabric		$14.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	31	1	HON	HETP4248FP	Tackable Panel w/o TC42.5H x 48W		$475.00	$475.00
	Fabric Selection			$(A)	Gr A Fabric		$18.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	32	6	HON	HETP4248FP	Tackable Panel w/o TC42.5H x 48W		$475.00	$2,850.00
	Fabric Selection			$(A)	Gr A Fabric		$18.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	33	3	HON	HETP6530FP	Tackable Panel w/o TC 65H x 30W		$480.00	$1,440.00
	Fabric Selection			$(A)	Gr A Fabric		$16.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	34	8	HON	HETP6536FP	Tackable Panel w/o TC 65H x 36W		$515.00	$4,120.00
	Fabric Selection			$(A)	Gr A Fabric		$18.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	35	1	HON	HETP6536FP	Tackable Panel w/o TC 65H x 36W		$515.00	$515.00
	Fabric Selection			$(A)	Gr A Fabric		$18.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	36	8	HON	HETP6548FP	Tackable Panel w/o TC 65H x 48W		$584.00	$4,672.00
	Fabric Selection			$(A)	Gr A Fabric		$20.00	
	Gr A Fab			.SRT	FABRIC: Sarto		$0.00	
	Sarto Fabric Color			64	COLOR: Reef		$0.00	
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	37	7	HON	HRVCLG30	Abound 29"H x 30"D Abound Universal Support Leg		$266.00	$1,862.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	38	2	HON	HRVCLG30	Abound 29"H x 30"D Abound Universal Support Leg		$266.00	$532.00

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	39	2	HON	HRVCLG30	Abound 29"H x 30"D Abound Universal Support Leg		$266.00	$532.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	40	13	HON	HSCKTPS	Straight Connector Kit		$26.00	$338.00
	Select Paint Color			.X	No Option		$0.00	
	41	3	HON	HWC4830P	Systems Corner Worksurface 48Wx30D Edgeband Curved		$891.00	$2,673.00
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	Select Grommet Color			.S	Grommet: Charcoal		$0.00	
	42	2	HON	HWC4830P	Systems Corner Worksurface 48Wx30D Edgeband Curved		$891.00	$1,782.00
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	Select Grommet Color			.S	Grommet: Charcoal		$0.00	
	43	7	HON	HWR3036P	Systems Rectangular Worksurface Edgeband 30D x 36W		$478.00	$3,346.00

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	Select Grommet Color			.S	Grommet: Charcoal		$0.00	
	44	2	HON	HWR3036P	Systems Rectangular Worksurface Edgeband 30D x 36W		$478.00	$956.00
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	Select Grommet Color			.S	Grommet: Charcoal		$0.00	
	45	3	HON	HWR3048P	Systems Rectangular Worksurface Edgeband 30D x 48W		$537.00	$1,611.00
	Select Laminate			$(L1STD)	Grd L1 Standard Laminates		$0.00	
	Laminate Selection			.D	LAM: Natural Maple		$0.00	
	Select Edgeband Color			.D	EDGE: Natural Maple		$0.00	
	Select Grommet Color			.S	Grommet: Charcoal		$0.00	
	46	4	HON	HWSB2	Worksurface Bracket Kit		$59.00	$236.00
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	47	3	HON	HWSB2	Worksurface Bracket Kit		$59.00	$177.00

	Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended
	Select Paint Color			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	48	3	HON	HWSR36	Worksurface-to-Wing Panel Bracket 36"W		$74.00	$222.00
	Select Core Paint			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
	49	2	HON	HWSR48	Worksurface-to-Wing Panel Bracket 48"W		$74.00	$148.00
	Select Core Paint			$(P1)	P1 Paint Opts		$0.00	
	Select Grade 1 Paint			.S	Charcoal		$0.00	
							Subtotal:	$51,642.00
							Total Sell:	$51,642.00

Line #	Qty	Mfg	Part Number	Part Description	Department	List Price	Extended

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The dealer shall be responsible for reviewing the furniture layout and verifying that it matches the site conditions and actual floor and/or wall dimensions before an order is placed. If there is a discrepancy between the layout and the dimensions provided to S.P. Richards, it shall be the dealer's responsibility to notify S.P. Richards and have the discrepancy corrected before an order is placed. Product colors, finishes, fabrics and other design options will be specified by the applicable manufacturer's code on your layout or product specification list. The dealer shall be responsible for reviewing and verifying color/product finishes /fabrics for accuracy with current manufacturer samples. Please note that all products special ordered direct from a manufacturer's factory are not returnable and are the sole property of the dealer once the purchase order has been received by S.P. Richards.

Liability of S.P. Richards shall be limited to the amount charged for the Specifications Services rendered and in no event shall S.P. Richards be responsible for any consequential or incidental damages

If a project is ordered directly through a non-S.P. Richards dealer, we will bill for all design hours for the whole project.
The cost of each half-hour is $50.

Signature:_____