



CITY OF WASHINGTON, ILLINOIS City Council Agenda Communication

Meeting Date: August 12, 2024

Prepared By: Jim Snider, City Administrator

Agenda Item: Bid Report on RFQ on council meeting furniture for Five Points

Explanation: Members of the City Council have previously reviewed information about the costs to provide a system to begin live streaming of our regular meetings.

On May 20, 2024, the City Council approved a contract with Pearl Technologies in response to our RFP for audio/visual equipment to stream our meetings at Five Points in the amount of \$80,507.49. The Council also approved a proposal from BNCO Consulting (Jeremy Caldera) to set up/operate/tear down the system for each meeting in the amount of \$1500 per month for a six-month period.

Outlined below is the summary of our advertisement for quotes for council furniture for our new meeting space at Five Points (a tentative agreement has been reached with the Five Points Board for use of Meeting Room A):

Company	Bid Amount
Ergonomichome.com	\$ 41,692.99
Lincoln Office	\$ 30,347.97
Storage Garage	\$ 12,000.00
Total	\$ 42,348.97

We have been negotiating with the low bidder (Lincoln Office Equipment) for some modifications to their proposal for which I expect additional cost of a few thousand dollars. The bid report is attached.

We also will need to purchase a garage for storage of our furniture. City crews will assemble the garage (*image below*). The garage will be located on the west side of Five Points (*see map below*).

We currently have \$150,000 allocated in the FY25 budget for expense related to this project.

Fiscal Impact and Action Requested:

Less the previously approved expenses (\$89,507.49). We have an ample amount remaining (\$60,492.51) to purchase the furnishings and garage as outlined above, should the Council deem appropriate.



16X24 Garage

*Some models are shown with additional options that can be added.

