MEMORANDUM

Resolution 24-020, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Homer Public Library Office Task Charis to the Firm of Arctic Office Products of Anchorage, Alaska in the Amount of $19,883.75 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Library Director.

Item Type:	Backup Memorandum
Prepared For:	Mayor Castner and Homer City Council
Date:	January 26, 2024
From:	Special Projects Coordinator Carroll
Through:	Rob Dumouchel, City Manager

Summary:

Council appropriated $44,030.19 from the FY23 Community Assistance Program (CAP) funds to replace the chairs in the Homer Public Library. Staff have identified the best vendors for the purpose and are ready to award contracts.

Background:

In early 2023, library staff requested capital funding for replacing the 50 task chairs and 15 lounge chairs in the library. The chairs have been part of the original furnishings since the building opened in 2006 and are beginning to show their age.

In June, Council passed Ord. 23-43, which amended the FY 23 capital budget to accept a community assistance program payment from the state and appropriate the funds for various purposes. Among other things, the ordinance appropriated $44,030.19 for replacing the chairs.

In November, staff issued a Request for Proposals and received four responses, which were evaluated by the selection committee on Jan. 19, 2024. Having read and discussed all the responses, the committee recommended splitting the contracts between two respondents, one for the task chairs and one for the lounge chairs.

The winning response for the task chairs comes to $19,833.75 and the lounge chairs comes in at $23,048.25, totaling $42,882.00. The City will arrange for shipping, as this can be done cheaper in-house than through either of the respondents.

With Council's authorization, we will proceed to awarding contracts.

Recommendation:

Adopt resolutions awarding contracts for replacing the library chairs.