

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO: Scott Niehaus, Village Manager
FROM: Carl Goldsmith, Director of Public Works
DATE: July 11, 2023 Agenda Date: July 20, 2023
TITLE: Village Hall Community Room and Meeting Areas Seating
SUBMITTED BY: Scott Neetz, Facilities Supervisor *SN*

RESULTS:

Date Bids Were Published N/A Bidding Closed N/A
Total Number of Bids Received 1
Total Number of Bidders Meeting Specifications 1
Bid Security Required Yes X No
Performance Bond Required Yes X No
Were Any Bids Withdrawn Yes X No

Explanation:

Waiver of Bids Requested? X Yes No
If yes, explain: Staff sought proposals from qualified vendors per the attached memorandum.
Award Recommended to Lowest X Yes No
Responsible Bidder?

If no, explain:

FISCAL IMPACT:

Amount of Award: \$25,398.00
Funding Source: 101.120.113.73110

BACKGROUND/RECOMMENDATION:

The Sourcewell Purchasing Alliance is a program that affords member communities an opportunity to participate in a program whereby a service or commodity is publicly bid by a Lead Agency and the results of that competitive solicitation is available to all 90,000 public agencies. Authorize the Village Manager to execute a proposal from KI furniture OT53837BZ1 Sourcewell #121919-KII Dock Delv. for seating in the Community Room, North Landing and Village Hall employee break room in the amount of \$25,398.00

Has Recommended Bidder Worked for Village Previously Yes X No
If yes, was quality of work acceptable Yes No
Was item bid in accordance with Public Act 85-1295? Yes X No
Waiver of bids - Public Act 85-1295 does not apply X Yes No

REVIEW (as needed):

Village Attorney XX _____ Date _____
Finance Director XX _____ Date _____
Village Manager XX _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.



July 5, 2023

TO: Scott Niehaus, Village Manager
THROUGH: Carl Goldsmith, Director of Public Works *g*
FROM: Scott Neetz, Facilities Supervisor *SN*
SUBJECT: Village Hall "Community Room and Meeting Areas seating"

BACKGROUND

The Community Room chairs, now 10-15 years old, along with the North Landing meeting area and Village Hall employee break room are in need of replacing and updating. Upholstery has deteriorated as well as the steel frame and structure of the chairs has come into question becoming misshapen.

Bid specifications were sent to the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Sourcewell (formally U.S. Communities Government Purchasing Alliance). Currently 497 communities in Illinois are participating in Sourcewell Purchasing Alliance. The Sourcewell Purchasing Alliance is a program that affords member communities an opportunity to participate in a program whereby a service or commodity is publicly bid by a Lead Agency and the results of that competitive solicitation is available to all 90,000 public agencies. The Village used the same process for roofing projects on the Police Department, Village Hall and Public Works buildings. KI Furniture submitted the winning bid to Sourcewell for Office and School furniture OT53837BZ1 Sourcewell #121919-KII Dock Delv.

RECCOMENDATION

KI Furniture "Poly HD chairs" are stackable and will come Un-upholstered making them easier to clean and maintain. KI furniture will provide 200 Strive POLY HD chairs, facilitating the Community Room, North Landing, and Village Hall employee break room areas.

Staff is recommending approving the purchase of 200 chairs from KI furniture in the amount of \$25,398.00 Funding for the purchase will be through the Operating Supplies Fund. Please place this item for consideration on the July 20, 2023 Village Board Meeting

<u>Supplier</u>	<u>Total Price:</u>
KI Furniture	\$25,398.00



QUOTATION: 23BDM-641308/C

Village of Lombard: High Density Chairs

CREATED 6/8/2023 | REVISED 6/23/2023 | Valid Through 8/7/2023



Village of Lombard: High Density Chairs

KI is pleased to present the enclosed quotation. The following items are included:

- Quote
- Summary
- Itemized Quote
- Detailed PO requirements
- Product Options*

* TBDs exist and must be selected prior to purchase. Please contact a sales team member for assistance with specifications.

Quote Number: 23BDM-641308/C

CREATED 6/8/2023 | REVISED 6/23/2023 | Valid Through 8/7/2023

Contract Information:

OT53837BZ1 Sourcewell #121919-KII Dock Delv

Requested Delivery Date:

To be Determined

Sold To

Village of Lombard
 255 E. Wilson Ave.
 Lombard, IL 60148
 P. (630) 620-5700

End User

Village of Lombard
 255 E. Wilson Ave.
 Lombard, IL 60148
 P. (630) 620-5700

Ship To

To be Determined

Installation

To be Determined



Client Notes:



QUOTATION

CREATED 6/8/2023
VALID THROUGH 8/7/2023
Prepared By Beau Mommaerts
Quote Filename Village of Lombard: High Density Chairs - 23BDM-641308/C

Product options that must be determined (aka TBDs) exist and must be selected prior to purchase order submittal. These items are notated in the far right column with (?)

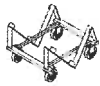


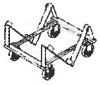



Line	Model		Qty.		Sell Price	Extended Total	TBD Options
Tag 1: LimeLite HD Poly							
1.1	LL7100	LimeLite High Density Armless Chair, Poly Seat/Back	200		\$130.05	\$26,010.00	
		Shell Color To Be Determined TBD<< Frame finish To Be Determined TBD<< Glide Option To Be Determined TBD<< Price Description: Delivered/Open Market Lead Time: 5 - 7 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					
1.2	LLDHD.BL	Transport Dolly for LimeLite High-Density Chairs	7		\$290.70	\$2,034.90	
		Price Description: Delivered/Open Market Lead Time: 2 - 4 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					
Tag 1: LimeLite HD Poly						WorkGroup Product Subtotal	\$28,044.90
Tag 1: LimeLite HD Uph							
2.1	LL7200	LimeLite High Density Armless Chair, Uph Seat/Poly Back	200		\$238.68	\$47,736.00	
		Shell Color To Be Determined TBD<< Frame finish To Be Determined TBD<< Glide Option To Be Determined TBD<< Upholstery Grade/Color Compliance to TB 117-2013 /NFR Upholstery Grade/Color Pallas Fabric Group P0 GRPP0 P0 Fabric To Be Determined TBD<< Price Description: Delivered/Open Market Lead Time: 5 - 7 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					
2.2	LLDHD.BL	Transport Dolly for LimeLite High-Density Chairs	7		\$290.70	\$2,034.90	
		Price Description: Delivered/Open Market Lead Time: 2 - 4 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					
Tag 1: LimeLite HD Uph						WorkGroup Product Subtotal	\$49,770.90
Tag 1: Strive HD Poly							
3.3	SWNA	Strive High Density Armless Chair, Poly	200		\$126.99	\$25,398.00	
		Frame Color To Be Determined TBD<< Poly Seat & Back Color No Fire Retardant /NFR Poly Seat & Back Color To Be Determined TBD<< Glide Option To Be Determined TBD<< Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					



QUOTATION

CREATED 6/8/2023
VALID THROUGH 8/7/2023
Prepared By Beau Mommaerts
Quote Filename Village of Lombard: High Density Chairs - 23BDM-641308/C

Product options that must be determined (aka TBDs) exist and must be selected prior to purchase order submittal. These items are notated in the far right column with (?)




Line	Model	Qty.	Sell Price	Extended Total	TBD Options																		
3.4	CSD.BL 	10	\$282.03	\$2,820.30																			
Price Description: Delivered/Open Market Lead Time: 2 - 4 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.																							
Tag 1: Strive HD Poly				WorkGroup Product Subtotal	\$28,218.30																		
Tag 1: Strive HD Uph																							
4.1	SWNAU 	200	\$195.33	\$39,066.00																			
Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.																							
<table border="0"> <tr> <td>Frame Color</td> <td>To Be Determined</td> <td>TBD<<</td> </tr> <tr> <td>Upholstery Grade/Color</td> <td>Compliance to TB 117-2013</td> <td>/NFR</td> </tr> <tr> <td>Upholstery Grade/Color</td> <td>Pallas Fabric Group P0</td> <td>GRPP0</td> </tr> <tr> <td>P0 Fabric</td> <td>To Be Determined</td> <td>TBD<<</td> </tr> <tr> <td>Glide Option</td> <td>To Be Determined</td> <td>TBD<<</td> </tr> <tr> <td>Poly Seat & Back Color</td> <td>To Be Determined</td> <td>TBD<<</td> </tr> </table>						Frame Color	To Be Determined	TBD<<	Upholstery Grade/Color	Compliance to TB 117-2013	/NFR	Upholstery Grade/Color	Pallas Fabric Group P0	GRPP0	P0 Fabric	To Be Determined	TBD<<	Glide Option	To Be Determined	TBD<<	Poly Seat & Back Color	To Be Determined	TBD<<
Frame Color	To Be Determined	TBD<<																					
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Glide Option	To Be Determined	TBD<<																					
Poly Seat & Back Color	To Be Determined	TBD<<																					
4.2	CSD.BL 	10	\$282.03	\$2,820.30																			
Price Description: Delivered/Open Market Lead Time: 2 - 4 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.																							
Tag 1: Strive HD Uph				WorkGroup Product Subtotal	\$41,886.30																		
Tag 1: Maestro HD Poly																							
5.1	MSP 	200	\$104.55	\$20,910.00																			
Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.																							
<table border="0"> <tr> <td>Maestro Frame Color</td> <td>To Be Determined</td> <td>TBD<<</td> </tr> <tr> <td>Maestro Seat/Back Color</td> <td>No Fire Retardant</td> <td>/NFR</td> </tr> <tr> <td>Maestro Seat/Back Color</td> <td>To Be Determined</td> <td>TBD<<</td> </tr> <tr> <td>Glide Option</td> <td>PVC non-skid glides</td> <td>/NS</td> </tr> </table>						Maestro Frame Color	To Be Determined	TBD<<	Maestro Seat/Back Color	No Fire Retardant	/NFR	Maestro Seat/Back Color	To Be Determined	TBD<<	Glide Option	PVC non-skid glides	/NS						
Maestro Frame Color	To Be Determined	TBD<<																					
Maestro Seat/Back Color	No Fire Retardant	/NFR																					
Maestro Seat/Back Color	To Be Determined	TBD<<																					
Glide Option	PVC non-skid glides	/NS																					
5.2	CSD.BL 	6	\$282.03	\$1,692.18																			
Price Description: Delivered/Open Market Lead Time: 2 - 4 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.																							
Tag 1: Maestro HD Poly				WorkGroup Product Subtotal	\$22,602.18																		



QUOTATION

CREATED 6/8/2023
VALID THROUGH 8/7/2023
Prepared By Beau Mommaerts
Quote Filename Village of Lombard: High Density Chairs - 23BDM-641308/C

Product options that must be determined (aka TBDs) exist and must be selected prior to purchase order submittal. These items are notated in the far right column with (?)

Line	Model	Qty.	Sell Price	Extended Total	TBD Options
Tag 1: Maestro HD Uph					
6.1	MSUS 	Maestro Stack Chair,Fixed Seat Cushion 200	\$169.32	\$33,864.00	
		Maestro Frame Color To Be Determined TBD<< Upholstery Grade/Color Compliance to TB 117-2013 /NFR Maestro Upholstery Pallas Fabric Group P0 GRPP0 P0 Fabric To Be Determined TBD<< Glide Option PVC non-skid glides /NS Maestro Seat/Back Color To Be Determined TBD<<			
Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					
6.2	CSD.BL 	Transport Dolly for Maestro and Strive HD Chairs 6	\$282.03	\$1,692.18	
Price Description: Delivered/Open Market Lead Time: 2 - 4 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 6/23/2023 and is subject to change.					
Tag 1: Maestro HD Uph				WorkGroup Product Subtotal	\$35,556.18

NOTES:

- Images shown above are intended for approximate visual reference only and may not represent the exact models, numbers, descriptions or options selected. Refer to the model number/description/options shown for full product specifications.
- Sales Tax (For Shipment within the United States Only): Estimated sales/use tax will be calculated when order is entered. It is the customer's responsibility to pay any applicable sales/use tax due upon invoicing. A customer will not be charged sales tax if (1) a Resale Certificate, (2) an Exempt Organization Certificate, or (3) a Direct Pay permit is on file with KI's Finance Department. If no certificate is on file, the appropriate sales/use tax rate in effect at shipment will be applied and tax will be added to the customer's invoice.

PROJECT LEAD TIME SUMMARY:

- Manufacturing lead time begins once the order is complete and acknowledged. Delivery dates are determined per order based on the longest lead time per shipping location and are confirmed on the order acknowledgement.

Shipping Location	MFG Lead Time Range
GREEN BAY, WI	5 - 7 Weeks
- Lead times are subject to change based on quantities, manufacturing capacity and surface material selections. Laminate and/or fabrics outside the standard KI ingrade program may have extended lead time.
- For more information or questions regarding delivery consolidation, contact KI Customer Service.

**Final Considerations:**

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:

Customer represents that the product information contained within this quote is complete and accurate. Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order.

Sales resulting from purchase orders issued by the customer to KI (Whether related to this quotation or otherwise) are governed and controlled by the Terms and Conditions found at www.KI.com/terms

Prepared by Beau Mommaerts
Market Code: 4=4=Federal Government

Opportunity #: 641308

Quote Filename: Village of Lombard: High Density Chairs -
23BDM-641308

1. All purchase orders must be issued to KI or KI c/o the dealer with this address:
KI
1330 Bellevue Street
Green Bay, WI 54302
2. The following items must be included on all purchase orders:
 - Sold To/Bill To Information: complete legal name, address, telephone number and fax number
 - Ship To Information: complete legal name, address, contact name, contact phone number
 - Purchase Order Number: a customer-specific identifier, typically a sequential purchase order number or requisition number
 - Issue Date: date the purchase order was issued
 - Sales Tax: applicable sales tax will be added upon KI invoicing. If tax exempt, customer must provide or have the tax exempt certificate on file at KI
 - Purchase Order Total: total of all items and services included on the purchase order
 - Authorization: signature of authorized purchasing agent or buying entity
 - Order Details: reference a fully optioned KI quote (ex: 11KGH-85432) or include all the information listed below
 - Quantity of each item
 - Complete model number, including all finish and option information (by line item)
 - Net purchase price (by line item)
 - Extended net purchase price (all line items)
 - Any additional applicable charges (ex: installation and/or delivery charges)
 - Contract name and/or number if pricing is based on a contract reference
3. Signatures on a quote or a worksheet cannot be accepted as a purchase order.
4. In the event that you do not have a formal Purchase Order process, please contact your KI Sales Representative or call 1-800-424-2432, and we will assist you with creating a PO.

We appreciate your cooperation in providing us with all the required information listed above on your Purchase Order. Complete information helps us serve you better. Thank you for your order.

Purchase Orders that do not meet these requirements will be placed on hold until complete information is received by KI. Purchase orders on hold are not released to manufacturing or assigned a delivery date. KI order lead times begin once the order is released to manufacturing.