

ACTION ITEM

Board of Governors Meeting, March 27, 2019

CONTRACT ID:	Chair Replacement for Jacksonville STATE OF FLORIDA CONTRACT No. 425-001-12-1 (WORKSCAPES INC. AND OFFICE ENVIRONMENTS & SERVICES INC.)
BUDGETED ITEM	Yes, this is a one-time expense for the replacement of chairs.
CONTRACT AMOUNT	Approximately \$182,800 through a state term contract
PURPOSE / SCOPE	<p>Purpose: This Action Item seeks Board approval to purchase replacement chairs that have met their useful life cycle.</p> <p>Scope: The replacement chairs will primarily be for the 5th floor and various conference rooms across all nine floors of Citizens' space at TIAA Bank Center.</p> <p>This purchase is to provide safe and ergonomic office equipment for day to day use. The expected distribution is as follows:</p> <ul style="list-style-type: none">• 5th Floor (Claims) – Approximately 281 desk chairs• 5th Floor (Claims) – Approximately 40 conference room chairs• Various Floors – Approximately 178 conference room chairs
CONTRACT TERM(S)	This is a one-time expense for the replacement of chairs.
PROCUREMENT METHOD	This procurement for replacement chairs will be made utilizing State of Florida Contract No. 425-001-12-1 which complies with Citizens' Purchasing Policy.
RECOMMENDATION	It is recommended that Citizens' Board: <ol style="list-style-type: none">a) Approve the expenditures for the purchase of chairs through State of Florida Contract No. 425-001-12-1 at a total cost not to exceed \$182,800; andb) Authorize staff to take any appropriate or necessary action consistent with this Action Item.
CONTACTS	Kelly Booten, Chief, Systems and Operations Cherri Linn, Director of Facilities Management