

RESOLUTION NO.: 46-2024  
INTRODUCED BY: MAYOR THOMAS AND ALL OF COUNCIL

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A PURCHASE AGREEMENT WITH OHIO DESK UNDER THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM FOR THE PURCHASE AND INSTALLATION OF OFFICE FURNITURE FOR THE DIVISION OF FIRE.

WHEREAS, the Chief of Fire has advised this Council that the Division of Fire requires office furniture to replace the current deteriorated inventory, and that he has received a quotation from Ohio Desk for the purchase and installation of two (2) modular office furniture ensembles and eleven (11) office chairs for the Division of Fire for the price of \$19,037.61, as set forth in the attached quotation from Ohio Desk, utilizing the Sourcewell Cooperative Purchasing Program;

WHEREAS, the Charter of the City of Richmond Heights provides that this Council may authorize purchases from cooperative purchasing programs of political subdivisions, and Sourcewell is a local government unit, corporation and public agency under the laws of the state of Minnesota which awarded a competitively bid contract for office furniture;

WHEREAS, Council's Safety Committee has reviewed the need for said office furniture and recommended the purchase and installation of the same from Ohio Desk on the basis of the attached quotation for the amount of \$19,037.61 with a 10% contingency allowance in the event there are unforeseen cost increases or additional accessories required during the installation of the furniture for a total amount not to exceed \$21,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Richmond Heights, State of Ohio, that:

Section 1: The Mayor is authorized to enter into an agreement with Ohio Desk through the Sourcewell Cooperative Purchasing Program for the purchase and installation of two (2) modular office furniture ensembles and eleven (11) office chairs for the Division of Fire for the price of \$19,037.61, as set forth in the attached quotation, with a 10% contingency allowance, for a total cost not to exceed \$21,000.00.

Section 2: The purchase of the items authorized in Section 1 of this Resolution and the cost of the agreement therefor is contingent upon an appropriation of Council for that amount and the placement of funds into Fund No. 233-1300-54500.

Section 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.


Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: April 9, 2024

APPROVED: April 9, 2024

  
\_\_\_\_\_  
Kim A. Thomas, Mayor

ATTEST: Tracey Blair  
Tracey Blair  
Clerk of Council

  
\_\_\_\_\_  
Bobby Jordan  
President of Council



1122 Prospect Ave.  
Cleveland, OH 44115  
(216) 623-0600 Voice  
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### Quotation 268397

**Quote Date** 03/04/24  
**Project** 229006  
**Customer** CITRIC  
**Terms** NET 10 DAYS  
**Account Representative** Joyce Seal

#### Quote To

Jason Buss  
City of Richmond Hts Fire Dept  
457 Richmond Rd.  
Richmond Hts OH 44143

#### Ship To

Jason Buss  
City of Richmond Hts Fire Dept  
457 Richmond Rd.  
Richmond Hts OH 44143

**Phone** +1 (216) 383-6325

jason.buss@richmondheightsohio.org

**Phone** +1 (216) 383-6325

jason.buss@richmondheightsohio.org

**DROP-SHIP CONTRACT PRICING HAS BEEN APPLIED TO ALL PRODUCTS QUOTED WITH DELIVERY AND INSTALLATION DURING NORMAL WORKING HOURS (MONDAY - FRIDAY 8 AM - 3:30 PM) QUOTED SEPARATELY.**

*Pricing valid for 30 days from date of quote.*

Description	Quantity	Unit Price	Extended Price
<b>CHIEFS OFFICE</b>			
<b>1</b> BODICHAIR - Bodi Task Chair <b>Frame:</b> Black Frame, Black Back <b>Seat Cover Finish:</b> 5F17 - Black <b>Packaging:</b> Fully Assembled AMQ SOLUTI <b>Tag For</b> CHIEFS OFFICE BODI	4	331.94	1,327.76
<b>2</b> TS4THDR42 - Top-Table, Round, 42 dia, 1 1/8 thick, High pressure laminate <b>EDGE:</b> 6034 NATURAL CHERRY <b>TOP-SURF:</b> 2412 NATURAL CHERRY STEELCAS <b>Tag For</b> CHIEFS OFFICE 42	1	273.24	273.24
<b>3</b> TS4TBASE285 - Base, 28 dia base x 5 dia col <b>BASE:</b> 7243 SEAGULL STEELCAS <b>Tag For</b> CHIEFS OFFICE TB	1	497.26	497.26

Acceptance is subject to terms and conditions. Final drawing, if applicable, is incorporated herein.

ACCEPTED BY \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_



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Description		Quantity	Unit Price	Extended Price
<b>Sub Total</b>				2,098.26
Ohio Non Taxable				0.00
<b>Total</b>				<b>2,098.26</b>
<b>INSPECTOR/PARAMEDIC OFFICE</b>				
4	<b>AMQTS2PBBFU</b> - PedestalBox/box/file Under worksurface Depth: 22.00000 Case Finish: 7243 - SEAGULL Pull Finish: 4799 - PLATINUM METALLIC Pull: Ledge Pull Pencil Tray: with Pencil Tray Drawer Rail: With Drawer Rail Key: Standard Key Plug AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE BBF	2	283.33	566.66
5	<b>AMQTSAPBWS66</b> - Connector Panel Wallstart AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE WS	1	18.98	18.98
6	<b>AMQTSAPF</b> - Panel Tackable Monolithic Width: 36.00000 Height: 42.00000 Trim Finish: 7243 - SEAGULL Surface 1 Finish: P536 - IRON Surface 2 Finish: P536 - IRON Top Cap: Low Fabric Direction: Horizontal Power Install: Factory Installation Powerway: No Powerway AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE 36/42m	2	259.26	518.52
7	<b>AMQTSAPTE</b> - Trim Vertical End of run Height: 42.00000 Trim Finish: 7243 - SEAGULL End Cap: Low AMQ SOLUTI	1	31.94	31.94

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Description		Quantity	Unit Price	Extended Price
7	<b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE E42			
8	<b>AMQTSATEP</b> - Panel End On module application Depth: 30.00000 End Panel Finish: 7243 - SEAGULL AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE EP/30	4	256.94	1,027.76
9	<b>AMQTSATP27</b> - Post leg Glides Leg Finish: 7243 - SEAGULL AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE PL	2	74.07	148.14
10	<b>AMQTSATRC</b> - Channel- Reinforcing Width: 57.00000 AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE RC/57	2	31.01	62.02
11	<b>AMQTSAWLR</b> - Worksurface Straight Width: 42.00000 Depth: 24.00000 Top Surface Finish: 2LCW - CLAY WENGE (LPL) Edge Finish: 6706 - CLAY WENGE AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE 24/42	2	106.94	213.88
12	<b>AMQTSAWLR</b> - Worksurface Straight Width: 72.00000 Depth: 30.00000 Top Surface Finish: 2LCW - CLAY WENGE (LPL) Edge Finish: 6706 - CLAY WENGE AMQ SOLUTI <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE 30/72	2	206.48	412.96
13	<b>BODICHAIR</b> - Bodi Task Chair Frame: Black Frame, Black Back Seat Cover Finish: SF17 - Black Packaging: Fully Assembled AMQ SOLUTI	2	331.94	663.88

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Description		Quantity	Unit Price	Extended Price
13	<b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE BODI			
14	EEAWST - Tackboards WIDTH: 72.00000 HEIGHT: 21.50000 TACKBOARD FINISH: ALLOY P536 - IRON SCALLOP: WITH SCALLOP STEELCAS <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE TB/72/21.5000	2	275.68	551.36
15	SC1060SA - Sorrel; Chair, Arm, 18W BACK FINISH: FOUNDATION 5875 - BLACK SEAT FINISH: FOUNDATION 5875 - BLACK FRAME FINISH: SMOOTH METALLIC 4799 - PLATINUM METALLIC ARM CAP FINISH: PLASTIC - PG1 6160 - GREY LEG: STRAIGHT LEG LEG GUARD: NO LEG GUARDS SEAT FOAM: STANDARD SEAT GLIDES: HARD GLIDES MOISTURE BARRIER: NO MOISTURE BARRIER STEELCAS <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE SORREL	2	282.70	565.40
16	UFB - Bracket-Flush mount STEELCAS <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE BRKT	2	15.60	31.20
17	RBB72QTAK - Universal; Bin-Over the case, Flat front, Technology / Answer / Kick application, 72W BASIC: 7243 SEAGULL LOCK: 9201 POLISHED CHROME KEYS: SK PLUG DOOR: *OPT:DOOR OPTIONS STD DOOR: STD:STANDARD DOOR NO ASST: STD:NO ASSIST LOCK OPT: *OPT:LOCK OPTIONS LOCK: STD:LOCK BRACKETS: *OPT:OPTIONAL BRACKETS OMIT: OMIT BRACKET	2	734.76	1,469.52

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Description		Quantity	Unit Price	Extended Price
17	STEELCAS <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE OH/72/16			
18	RBKHW72 - Bracket-Wall attachment, Horizontal, 72W BASIC: 7243 SEAGULL STEELCAS <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE HB/72	2	130.65	261.30
19	RLF18303F - Universal; Lateral file, 3 drawers, Flush steel front, 18D x 30W x 40H BASIC: 7243 SEAGULL LOCK: 9201 POLISHED CHROME KEYS: SK RAND TOP OPT: *OPT:TOP OPTIONS STL TOP: STD:1" STEEL TOP LOCK OPT: *OPT:DRAWER LOCK OPTIONS CENTRAL: STD:CENTRAL LOCKING DWR DWR ACC: *OPT:FILE DWR ACCESSORIES HF: STD:DRAWERS WITH HF'S WGHT PKG: *OPT:COUNTERWEIGHT PKG WEIGHT: COUNTERWEIGHT PKG STEELCAS <b>Tag For</b> INSPECTOR/PARAMEDIC OFFICE LF/3/30	2	833.32	1,666.64
<b>Sub Total</b>				8,210.16
Ohio Non Taxable				0.00
<b>Total</b>				<b>8,210.16</b>
<b>LIEUTENANTS OFFICE</b>				
20	ACTVWIRETRAY - AMQ Activ Wire Tray 36"W Finish: Paint F1 - Platinum AMQ SOLUTI <b>Tag For</b> LIEUTENANTS OFFICE WT-1	1	56.01	56.01
21	AMQCROHHD - 15" H Overhead - Hinged Doors Width: 72.00000 Case Finish: Woodgrain LPL 2LCW - CLAY WENGE (LPL) Headset Finish: Woodgrain LPL 2LCW - CLAY WENGE (LPL) Storage: Personal	1	733.33	733.33

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Description	Quantity	Unit Price	Extended Price
<b>21 Door: Hinged Doors</b> <b>Attachment Brackets:</b> Wall Mount Brackets <b>Keys:</b> Key Plug <b>Lock Finish:</b> Polished Chrome 9201 - POLISHED CHROME AMQ SOLUTI <b>Tag For</b> LIEUTENANTS OFFICE OH/72/15			
<b>22 AMQWEM8 - Linear Personal Table</b> <b>COLOR:</b> Natural Oak AMQ SOLUTI <b>Tag For</b> LIEUTENANTS OFFICE LINEAR	1	311.57	311.57
<b>23 APS2 - Activ2.0Desk, Stage 2</b> <b>Width:</b> 70.00000 <b>Depth:</b> 30.00000 <b>Leg:</b> T-Leg <b>Caster or Glide:</b> Glides <b>Worksurface Finish:</b> Woodgrain LPL 2LCW - CLAY WENGE (LPL) <b>Base Finish:</b> Paint F1 - Platinum AMQ SOLUTI <b>Tag For</b> LIEUTENANTS OFFICE 30/70/-25-T	1	636.11	636.11
<b>24 BODICHAIR - Bodi Task Chair</b> <b>Frame:</b> Black Frame, Black Back <b>Seat Cover Finish:</b> SF17 - Black <b>Packaging:</b> Fully Assembled AMQ SOLUTI <b>Tag For</b> LIEUTENANTS OFFICE BODI	1	331.94	331.94
<b>25 CRDSHL - Desk- Shell</b> <b>SIZE OPTION:</b> MODULAR <b>DEPTH:</b> 24.00000 <b>WIDTH:</b> 48.00000 <b>WORKSURFACE THICKNESS:</b> 1.12500 <b>TOP SURFACE FINISH:</b> WOODGRAIN LPL 2LCW - CLAY WENGE (LPL) <b>EDGE FINISH:</b> PLASTIC - PG1 6706 - CLAY WENGE <b>CASE FINISH:</b> WOODGRAIN LPL 2LCW - CLAY WENGE (LPL) <b>SUPPORT - RIGHT:</b> CLEAR-ACCESS END PANEL	1	335.34	335.34

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Description	Quantity	Unit Price	Extended Price
<b>25</b> <b>SUPPORT - LEFT: CLEAR-ACCESS END PANEL</b> <b>MODESTY PANEL: QUARTER HEIGHT</b> <b>GROMMET LOCATION: NO GROMMET</b> <b>STEELCAS</b> <b>Tag For</b> <b>LIEUTENANTS OFFICE</b> <b>24/48</b>			
<b>26</b> <b>CRDSHL - Desk- Shell</b> <b>SIZE OPTION: MODULAR</b> <b>DEPTH: 24.00000</b> <b>WIDTH: 72.00000</b> <b>WORKSURFACE THICKNESS: 1.12500</b> <b>TOP SURFACE FINISH: WOODGRAIN LPL 2LCW - CLAY WENGE (LPL)</b> <b>EDGE FINISH: PLASTIC - PG1 6706 - CLAY WENGE</b> <b>CASE FINISH: WOODGRAIN LPL 2LCW - CLAY WENGE (LPL)</b> <b>SUPPORT - RIGHT: FULL DEPTH END PANEL</b> <b>SUPPORT - LEFT: FULL DEPTH END PANEL</b> <b>MODESTY PANEL: QUARTER HEIGHT</b> <b>GROMMET LOCATION: NO GROMMET</b> <b>STEELCAS</b> <b>Tag For</b> <b>LIEUTENANTS OFFICE</b> <b>24/72</b>	1	379.96	379.96
<b>27</b> <b>CRL2H - Lateral 2 High File/File</b> <b>SIZE OPTION: MODULAR</b> <b>DEPTH: 22.75000</b> <b>WIDTH: 30.00000</b> <b>TOP: NO TOP</b> <b>APPLICATION: FULL</b> <b>CASE FINISH: WOODGRAIN LPL 2LCW - CLAY WENGE (LPL)</b> <b>HEADSET FINISH: WOODGRAIN LPL 2LCW - CLAY WENGE (LPL)</b> <b>PULL: LEDGE</b> <b>PULL FINISH: SMOOTH METALLIC 4799 - PLATINUM METALLIC</b> <b>LOCK FINISH: POLISHED CHROME 9201 - POLISHED CHROME</b> <b>KEYS: KEY PLUG</b> <b>COUNTERWEIGHT: WITH COUNTERWEIGHT</b> <b>STEELCAS</b> <b>Tag For</b> <b>LIEUTENANTS OFFICE</b> <b>LF/30/FF</b>	1	700.12	700.12

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Description	Quantity	Unit Price	Extended Price
<b>28 SC1060SA - Sorrel; Chair, Arm, 18W</b> <b>BACK FINISH: FOUNDATION 5875 - BLACK</b> <b>SEAT FINISH: FOUNDATION 5875 - BLACK</b> <b>FRAME FINISH: SMOOTH METALLIC 4799 - PLATINUM METALLIC</b> <b>ARM CAP FINISH: PLASTIC - PG1 6160 - GREY</b> <b>LEG: STRAIGHT LEG</b> <b>LEG GUARD: NO LEG GUARDS</b> <b>SEAT FOAM: STANDARD SEAT</b> <b>GLIDES: HARD GLIDES</b> <b>MOISTURE BARRIER: NO MOISTURE BARRIER</b> <b>STEELCAS</b> <b>Tag For</b> LIEUTENANTS OFFICE SORREL	2	282.70	565.40
<b>29 X-FCMT - AMQ Activ Soft Cable Management with Zip Close Light Grey</b> <b>AMQ SOLUTI</b> <b>Tag For</b> LIEUTENANTS OFFICE CMT	1	68.05	68.05
<b>30 RWC2436SAF - CABINET-STORAGE, COATROD, 24X36X65.5</b> <b>BASIC: 7243 SEAGULL</b> <b>LOCK: 9201 POLISHED CHROME</b> <b>KEYS: SK RAND</b> <b>TOP OPT: *OPT:TOP OPTIONS</b> <b>STL TOP: STD:1" STEEL TOP</b> <b>STEELCAS</b> <b>Tag For</b> LIEUTENANTS OFFICE WR/65-1/2	1	1,108.46	1,108.46
<b>31 TS4THDR42 - Top-Table, Round, 42 dia, 1 1/8 thick, High pressure laminate</b> <b>EDGE: 6706 CLAY WENGE</b> <b>TOP-SURF: 2HCW CLAY WENGE (HPL)</b> <b>STEELCAS</b> <b>Tag For</b> LIEUTENANTS OFFICE 42	1	273.24	273.24
<b>32 TS4TBASE285 - Base, 28 dia base x 5 dia col</b> <b>BASE: 7243 SEAGULL</b> <b>STEELCAS</b> <b>Tag For</b> LIEUTENANTS OFFICE TB	1	497.26	497.26

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Description		Quantity	Unit Price	Extended Price
<b>Sub Total</b>				5,996.79
Ohio Non Taxable				0.00
<b>Total</b>				<b>5,996.79</b>
33	Labor to receive, inspect, deliver & install product assuming following conditions are met:	1	2,530.00	2,530.00
<p>* PRODUCT MAY BE SHIPPED DIRECTLY TO SITE, AND WILL BE RECEIVED, OFF- LOADED, INSPECTED AND INSTALLED BY OHIO DESK PERSONNEL</p> <p>* SITE IS READY FOR FURNITURE ON AGREED-UPON DATE AND TIME</p> <p>* ASSUMES INSTALLATION WILL BE COMPLETED IN ONE PHASE AND MAY BE PERFORMED DURING NORMAL BUSINESS HOURS.</p> <p>* WE WILL WORK CLOSELY WITH BUILDING MANAGEMENT TO COORDINATE DELIVERY AND WORK SCHEDULES TO ENSURE OHIO DESK WILL HAVE ACCESS TO ELEVATORS AND WILL NOT BE IN CONFLICT WITH OTHER TRADES.</p> <p>IF ABOVE CONDITIONS ARE NOT MET, ADDITIONAL CHARGES WILL APPLY (INSTALL)</p>				
<b>Quotation Totals</b>				
<b>Sub Total</b>				18,835.21
Ohio Non Taxable				0.00
Cuyahoga County Ohio				202.40
<b>Grand Total</b>				<b>19,037.61</b>

**End of Quotation**

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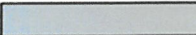
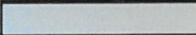

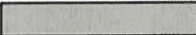
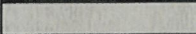


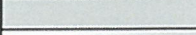

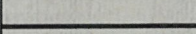
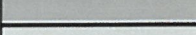
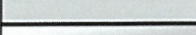
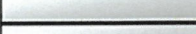
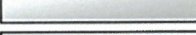
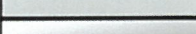
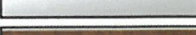

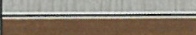


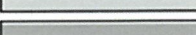
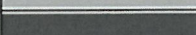
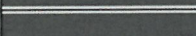

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## Finish Summary

Product Type	Finish Group Description	Finish Description	Finish
Attached Storage	Worksurface Finish	2LCW - CLAY WENGE (LPL)	No Image Available
	Base Finish	F1 - Platinum	
	Finish	F1 - Platinum	
	Case Finish	2LCW - CLAY WENGE (LPL)	No Image Available
	Headset Finish	2LCW - CLAY WENGE (LPL)	No Image Available
	Lock Finish	9201 - POLISHED CHROME	No Image Available
Panel	Tackboard Finish	P536 - IRON	
Worksurface	Top Surface Finish	2LCW - CLAY WENGE (LPL)	
	Case Finish	2LCW - CLAY WENGE (LPL)	
	Edge Finish	6706 - CLAY WENGE	
Attached Storage	BASIC (PRIMARY FINISH)	SEAGULL	
Overdesk Storage	BASIC (PRIMARY FINISH)	SEAGULL	
	LOCK	POLISHED CHROME	
Freestanding Storage	Case Finish	2LCW - CLAY WENGE (LPL)	
	Headset Finish	2LCW - CLAY WENGE (LPL)	
	Pull Finish	4799 - PLATINUM METALLIC	
	BASIC (PRIMARY FINISH)	SEAGULL	
	LOCK	POLISHED CHROME	
	Lock Finish	9201 - POLISHED CHROME	
File	BASIC (PRIMARY FINISH)	SEAGULL	
	LOCK	POLISHED CHROME	
Table	TOP SURFACE	NATURAL CHERRY	
	TOP SURFACE	CLAY WENGE (HPL)	
	EDGE	NATURAL CHERRY	
	EDGE	CLAY WENGE	
	BASE	SEAGULL	
Seating	Frame Finish	4799 - PLATINUM METALLIC	
	Seat Finish	5875 - BLACK	
	Back Finish	5875 - BLACK	

Acceptance is subject to terms and conditions. Final drawing, if applicable, is incorporated herein.

ACCEPTED BY \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_



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**Quotation 268397**  
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Arm Cap Finish

6160 - GREY



*Select images are provided as a preliminary color and type representation and should not be used for final color and product selection. Due to individual computer/monitor/printer settings: color, texture, pattern, size and feature rendering may vary from the actual sample. For accuracy, order and view an actual sample.*

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ACCEPTED BY \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_