

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 5/17/2023

Weekly Agenda Date: 5/23/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Justice Center Furniture, Fixtures, & Equipment

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Building Services has been working on the spaces layout design for months regarding the Justice Center case-goods and other equipment furnishings. The majority is now complete and ready for order. NASPO State of Iowa ValuePoint & State of Iowa OMNIA Partners Contracts subject discounts on manufacture specific products. Building Services has partnered with Office Elements a local vendor which is one of five State of Iowa HON authorized dealers. Due to the size of the current design and product document (312 plus pages) it has not been attached but is available for review upon request.

Additional vendor specific/ miscellaneous items will be sourced and will need to be purchased soon through various other appropriate parties. Other items to be sourced through other vendors; X-ray/ Fingerprint current equip. relocations, CPI Guardian Detention Property, Evidence Packaging, & Property Room Expander Equipment, Medical Exam Tables, Detention Furniture, Evidence Shelving, Secure File Room High Density Mobile Filing, Evidence Refrigerators, Break Room Refrigerators, Break Room Microwave Ovens, Detention Televisions, EVS Equipment, Security Monitors, Interior & Exterior Trash Containers, Exterior Ash Containers, Office Desk Floor Protectors, Computer Data Patch Cables & Surge Suppressors, Vestibule Mats, ect.

**BACKGROUND:**

12/20/2022- Agenda Item #8a & 8b  
Board of Supervisors Approves LEC Authority/ Woodbury County Lease Agreement Amendment #1.

12/06/2022- Agenda Item #13 -  
Board of Supervisors Approves Furniture, Fixtures, & Equipment in the Amount of \$941,000.00 to be funded/ expensed ARPA 13.

**FINANCIAL IMPACT:**

ARPA 13 (\$941,000.00)  
Office Elements = \$498,877.04 (excluding contingency)  
Other FF&E = Numerous Items Required to be ordered and expensed separately

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approval to expense ARPA 13 funding for Furniture, Fixtures, and Equipment not to exceed \$941,000.00.

**ACTION REQUIRED / PROPOSED MOTION:**

- a. Motion to expense ARPA 13 funding for Furniture, Fixtures, and Equipment not to exceed \$941,000.00
- b. Motion to approve Office Elements purchase order in the amount of \$498,877.04 plus 5% contingency.
- c. Motion to approve expense of \$83,491.04 for the purchase of Kitchen Equipment & Installations.