

**CLARK COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

Petitioner: Les Lee Shell, Deputy County Manager
Lisa Kremer, Director of Real Property Management

Recommendation:

Approve the award of Bid No. 605966-21, for Annual Requirements Contract for Office Furniture, Related Products and Support Services, to the low responsive and responsible bidder, contingent upon submission of the required insurance. Staff recommends award to Creative Design Studio LLC for Package 1 and Machabee Office Environments for Packages 2, 3, 4 and 5; or take other action as appropriate. (For possible action)

FISCAL IMPACT:

Fund #:	Various	Fund Name:	Various
Fund Center:	Various	Funded PGM/Grant:	N/A
Amount:	\$2,175,000 Annually		
Description:	Annual Requirements Contract for Office Furniture, Related Products and Support Services		
Additional Comments:	The total Contract award is estimated in the amount of \$12,417,370.39 should all renewal options be exercised, with increased user requirements included.		

BACKGROUND:

Bid No. 605966-21, for Annual Requirements Contract for Office Furniture, Related Products and Support Services was advertised on September 9, 2021 and opened on October 13, 2021. A detailed Bid Summary is attached.

This Contract is for Annual Requirements Contract for Office Furniture, Related Products and Support Services.

The following are the pertinent provisions of the Contract:

- The term of the Contract is from date of award through December 31, 2022 and includes the option to renew for 4, one-year periods.
- Includes the option to increase the award amount up to 10% based on possible increased user requirements for the renewal terms and approved budget appropriations.
- Includes the option to increase the award amount up to 3% for possible price increases for renewal terms.
- Includes the County's option to terminate for cause, convenience or default and suspend the Contract with advanced written notice.

The recommendation of award is in accordance with NRS 332.065.2, if the governing body or its authorized representative has advertised for or requested bids in letting a contract, the governing body or its authorized representative must award the contract to the lowest responsive and responsible bidder.

Creative Design Studio LLC and Machabee Office Environments currently hold a Clark County Business License.

Cleared for Agenda

12/07/2021

File ID#

21-1655