



Legislation Text

File #: 11-0391, **Version:** 1

Resolution to Ratify City Administrator Emergency Amendment of Purchase Order 2011-00000581 to Kentwood Office Furnishings (\$17,240.00)

This resolution seeks ratification of the City Administrator's authorization, pursuant to the authority granted him under Section 1:31:17(1) of the Ann Arbor City Code, for the amendment of Purchase Order 2011-00000581 previously authorized by Council in the amount of \$39,000 on 6 Dec 10 (Resolution 10-1216) to acquire certain furnishings and equipment that the Court Administrative team and Chief Judge determined were immediately necessary for the efficient and effective operation of the Court.

The Court planned to reuse existing inventory for those purposes. However, once on-site after relocation and after Council approval of Purchase Order 2011-00000581 on 6 Dec 10, the existing inventory was found to be not usable or appropriate for the intended re-use purposes.

Kentwood Office Furnishings is a state approved vendor, offers refurbished items consistent in quality and finish with prior acquisitions, offered a quick delivery date for these necessary items and has a track record of pricing items at costs significantly lower than the costs of new furnishings and equipment.

Any costs exceeding the original purchase order amount (\$39,000) attributable to this emergency purchase order amendment approved by the City Administrator will be paid from the Court's current approved budget.

Kentwood Office Furnishings received Human Rights and Living Wage Approval on November 16, 2010.

Prepared by: Keith Zeisloft, Court Administrator, 15th Judicial District Court

Approved by: Roger Fraser, City Administrator

Whereas, Council has previously approved a purchase order to Kentwood Office Furnishings for furnishings and equipment in the amount of \$39,000 for the 15th Judicial District Court in the Ann Arbor Justice Center (Purchase Order 2011-00000581, Resolution 10-1216);

Whereas, the Court attempted to reuse certain furnishing and equipment items not included in the original purchase order from the Court's existing pre-relocation inventory to meet immediate operational needs in the Justice Center;

Whereas, those repurposed items were found to be unusable for the intended purposes when the Court had actually relocated;

Whereas, the Chief Judge and Court Administrator determined that the need for these items was immediate and necessary for the effective and efficient operation of the Court;

Whereas, the Court also determined that the best and least expensive source offering quick delivery

was Kentwood Office Furnishings, which is a state-approved contractor and which has previously supplied refurbished furnishings and equipment to the Court;

Whereas, the Court requested approval of the amendment of the original purchase order by the City Administrator under his emergency purchasing authority granted under Section 317 (1) of the Ann Arbor City Code; and

Whereas, The City Administrator authorized the request having been fully apprised of the urgency of this request;

RESOLVED, That amount of Purchase Order 2011-00000581 be amended by the amount of \$17,240 to \$56,240 from \$39,000 and for the emergency amendment of Purchase Order 2011-00000581 be ratified and authorized; and

RESOLVED, That the City Administrator is authorized to take the necessary actions to implement this resolution.