



# Board of County Commissioners Agenda Request

50  
Agenda Item #

**Requested Meeting Date:** 2-9-21

**Title of Item:** Office Furniture Purchase

|   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA        | <b>Action Requested:</b>                                 | <input type="checkbox"/> Direction Requested  |
| <input type="checkbox"/> CONSENT AGENDA                   | <input checked="" type="checkbox"/> Approve/Deny Motion  | <input type="checkbox"/> Discussion Item      |
| <input type="checkbox"/> INFORMATION ONLY                 | <input type="checkbox"/> Adopt Resolution (attach draft) | <input type="checkbox"/> Hold Public Hearing* |
| <i>*provide copy of hearing notice that was published</i> |  |   |

|                                    |  |
|------------------------------------|--|
| <b>Submitted by:</b><br>John Welle | <b>Department:</b><br>Highway Department |
|------------------------------------|--|

|  |  |
|--|--|
| <b>Presenter (Name and Title):</b><br>John Welle, Aitkin County Engineer | <b>Estimated Time Needed:</b><br>5 minutes |
|--|--|

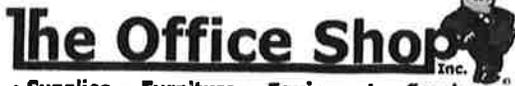
**Summary of Issue:**  
The Office Shop, Aitkin, MN was selected as the supplier of furniture for the Highway Department Office Addition/Remodel project. As shown on the attachment, \$60,521.55 is the total amount quoted for all needed furniture for seven offices, eight additional work stations, meeting room, and break room. The cost also includes replacement of existing file cabinets and maintenance lockers.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Recommend \$60,521.55 purchase from The Office Shop.

**Financial Impact:**  
 Is there a cost associated with this request?  Yes  No  
 What is the total cost, with tax and shipping? \$ 60,521.55  
 Is this budgeted?  Yes  No *Please Explain:*  
 \$50,000 was budgeted for this cost in the 2021 capital facility/equipment budget.

Locally Owned & Operated Since 1983!



February 1, 2021

• Supplies • Furniture • Equipment • Service •

[www.theofficeshopinc.com](http://www.theofficeshopinc.com)

Aitkin County Highway Department  
Attn: John  
1211 Air Park Lane  
Aitkin MN 56431  
p 218-927-3741 | f 218-927-2356

**FURNITURE QUOTE**

**AIS FURNITURE** \$178,860.00

- Breakroom
- 5 Private Offices
- Freestanding Reception Workstation
- Maintenance Tables
- Training Tables
- Tech Panel Systems
- Tables in Tech Area
- Lateral files

LESS Omnia discount 79% -141,299.40

**Total** **\$37,560.60**

**AIS CHAIRS** \$ 3,346.00

- Grafton Side/Lobby Chairs

LESS Omnia discount 63% - 2,107.98

**Total** **\$1,238.02**

**SAFCO LOCKERS**

4 Sets of 3 Lockers #5525 (\$1,100.00/ea) \$ 4,440.00

LESS Omnia discount 58.5% - 2,597.40

**Total** **\$ 1,842.60**

**SitOnIt MOVI Nesting Chairs**

- Training Room
- Omnia Disc Applied

**\$ 9,216.00**

**SAFCO Stack Chairs #4292BL**

- Break Room
- Omnia Disc Applied

**\$ 1,411.83**

**SitOnIt Focus Task Chairs**

- Omnia Disc Applied

**\$ 5,752.50**

|   |                           |
|---|---------------------------|
| <b>Total Furniture</b>                                  | <b>\$57,021.55</b>        |
| <b>Total Labor (delivery, install, garbage removal)</b> | <b>\$ 3,500.00</b>        |
| <b>Total Furniture &amp; Labor</b>                      | <b><u>\$60,521.55</u></b> |