



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
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CONSENT
 October 6, 2005

Honorable Mayor and
 Members of the City Council

Subject: Change Order: Systems Furniture Reconfiguration

Location/Council District: Citywide

Recommendation:

Adopt a Resolution approving Change Order No. 1 with IBEX Integrated Business Environment, Inc. for \$18,043.

Contact: Cynthia Kranc, Facilities Manager, 808-2258; Paul Kay, General Supervisor, 808-6339

Presenters: Not applicable

Department: General Services

Division: Facility and Real Property Management

Organization No: 3275

Summary:

IBEX Integrated Business Environment, Inc. (IBEX) provides office systems furniture reconfiguration, demolition, relocation, and installation services to the Department of General Services to support on-going daily maintenance needs as they arise and to support the secondary moves related to relocation of City staff into new City Hall. In the middle of the secondary move project, IBEX informed staff that they would be unable to perform any additional work and formally withdrew from the contract. Cimarron, who provides similar services was next lowest responsible bidder, and was able to immediately mobilize assisting the City in vacating two existing leases in a timely manner to meet lease expiration dates.

Committee/Commission Action: None.

Background Information:

In April 2004, the Department of General Services issued an invitation for bid for office systems furniture reconfiguration, demolition, relocation, and installation work on an as-needed basis for daily maintenance operations. This invitation for bid was issued to meet the department's routine annual need for office systems furniture work. IBEX was selected as the lowest responsive and responsible bidder and a "not-to-exceed" contract for \$90,000 was awarded in May 2004.

In addition to the department's routine needs, IBEX began moving office furniture related to the City Hall moves. These moves supported the City's intent to vacate leased facilities by moving employees into City owned facilities. In April 2005, IBEX informed staff that they would be unable to perform any additional work and formally withdrew from the contract. Staff requests approval of Change Order No. 1 to IBEX in the amount of \$18,043 to compensate the contractor for additional work created by the secondary moves related to the relocation of City staff from leased facilities.

Financial Considerations:

Sufficient funding exists within the Department of General Services Fiscal Year 2005/06 operating budget (101-310-3275) to cover Change Order No. 1 in the amount of \$18,043 with IBEX. This will close out the contract with IBEX for a final total of \$108,043.

Environmental Considerations:

The approval of Change Order No. 1 with IBEX for office systems furniture work is not considered a project as defined by the California Environmental Quality Act because it does not involve an activity that will cause a direct or indirect physical change in the environment and does not require further environmental review.

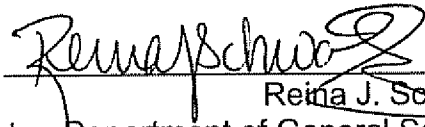
Policy Considerations:

The action requested is consistent with the Sacramento City Code, Title 3 and with the City's Strategic Plan goal to expand economic development.

Emerging Small Business Development (ESBD):

IBEX is a City of Sacramento certified ESBD firm.

Respectfully Submitted by: 
Cynthia Kranc
Facilities Manager

Approved by: 
Reina J. Schwartz
Director, Department of General Services

Recommendation Approved:



ROBERT P. THOMAS
City Manager

Table of Contents:

Pg 1-3 Report
Pg 4 Resolution

RESOLUTION NO.

Adopted by the Sacramento City Council

October 6, 2005

APPROVING CHANGE ORDER NO. 1 WITH IBEX INTEGRATED BUSINESS ENVIRONMENT, INC. FOR SYSTEMS FURNITURE RECONFIGURATION

BACKGROUND

- A. In April 2004, the Department of General Services issued an invitation for bid for office systems furniture reconfiguration, demolition, relocation, and installation work on an as-needed basis. This invitation for bid was issued to meet the department's routine annual need for office systems furniture work. IBEX Integrated Business Environment, Inc. (IBEX) was selected as the lowest responsive and responsible bidder and the contract was awarded in May 2004 for \$90,000.

- B. Change Order No. 1 to IBEX in the amount of \$18,043 will compensate the contractor for additional work created by the secondary moves related to the relocation of City staff from leased facilities. These moves supported the City's intent to vacate leased facilities by moving employees into City owned facilities.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. Change Order No. 1 with IBEX in the amount of \$18,043 is approved.