

SUMMARY

I. Description of Item

Shelby County Government has the continued need to purchase general office furniture for various departments within Shelby County Government.

Sealed bids were requested and received on May 4, 2016, and the Purchasing Department recommended the subject bid award to Staples Advantage-Memphis.

II. Source and Amount of Funding

The total estimated amount of this award is \$350,000.00.

County Operating Funds - \$350,000.00

Vendor may request a price increase subject to the manufacturers' price increases for each renewal period, subject to approval of the Purchasing Department, and as reflected on page two (2) of the bid recommendation sheet.

Purchase orders will be issued by the Purchasing Department upon submission of a requisition by each user department, and subject to the availability of funds at the time the purchase order is issued.

III. Contract Items

- A. Type of Contract – Purchase Order
- B. Terms - The period of award is from July 1, 2016 through June 30, 2017. The bid contains options to renew for two (2) additional one (1) year periods from July 1, 2017 to June 30, 2018, and from July 1, 2018 to June 30, 2019.

IV. Additional Information Relevant to Approval of this Item

The Administration recommends approval of this Resolution.