

Purchasing Notes

EVENT # 8648	TITLE : Moving Services for City Departments to Interchange Court Facility	COST: \$174,580
TYPE OF PROCUREMENT: PIGGYBACKING CONTRACT	ANNUAL CONTRACT <input type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input checked="" type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)
N/A

DBE (IF APPLICABLE)
N/A

MATRIX (IF APPLICABLE)
N/A

NOTES

Recommend approval to procure moving services for City Departments to Interchange Court Facility from VIP Office Furniture and Supply, Inc. in the amount of \$174,580. These services will be used to relocate multiple City of Savannah Departments and Units to the new City facility located at 14 Interchange Court. The following departments and units will be moving:

Department or Unit	Relocate From	Relocate To
Development Services Department	5515 Abercorn Street	New Facility at 14 Interchange Court
Planning and Urban Dev Department	5515 Abercorn Street	New Facility at 14 Interchange Court
Office of Capital Project Management	5515 Abercorn Street	New Facility at 14 Interchange Court
Central Warehouse Office	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court
Traffic Engineering Department	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court
Street Sweeping Department Office	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court
Streets Maintenance Office	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court
Water Sewer Planning and Engineering Office	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court
Water Conveyance and Distribution Office	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court
Stormwater Department	1105 Armstead	New Facility at 14 Interchange Court
Stormwater Department	Laurel Grove Cemetery	New Facility at 14 Interchange Court
Property Acquisition, Disposition, and Management Department	1375 Chatham Pkwy (SMN)	New Facility at 14 Interchange Court
Real Estate Administration	305 Fahm Street	New Facility at 14 Interchange Court
Office of Performance Accountability	1375 Chatham Pkwy (SMN)	New Facility at 14 Interchange Court
Residential Refuse and Recycling Customer Service Offices	Old City Lot (Stiles at Gwinnett)	New Facility at 14 Interchange Court

The Real Estate Services Department will be piggybacking off of a moving contract recently bid by Chatham County due to the size, scope, complexity, coordination, and timing of this large-scale move. The contract specifies an hourly labor rate (which includes labor, all transportation, liability, and other costs associated with the move). Actual cost will be based on actual hours employed, but the cost will not exceed \$174,580.00.

Delivery: As needed. Terms: Net 30 days. The bidders were:

P.B. VIP Office Furniture and Supply, Inc. (Hinesville, GA) ^(D) \$174,580.00

(D) indicates non- local, non-DBE owned business. Recommend approval.

Local available:No

Total sent:1

Total received: 1

Vendor federally debarred/suspended: No