



Subject: 8 Carleton Street Furniture Award

Report to: Thorold City Council

Recommendations

1. That the furniture supply contract for the Development Services Office at 8 Carleton Street **BE AWARDED** to McGowans Office Interiors for a total of \$194,527 (plus HST); and,
2. That the Mayor and the Clerk **BE AUTHORIZED** to execute the necessary contracts.

Key Facts

- Construction of office spaces at 8 Carleton Street is progressing on schedule.
- Staff received a quotation for furnishing the Development Services Office from McGowan Office Interiors and compared selected items with RHB Enterprises' prices.
- McGowan Office Interiors has previously supplied furniture for the Municipal Operations Centre and City Hall, delivering satisfactory results.
- McGowan Office Interiors has a lead time of 6 to 8 weeks, which aligns with the project schedule and supports the timely completion of the Development Services Office.

Budgetary Status

Furniture 8 Carleton - Development Services Office has budget amount of \$200,000.00 in the 2024 capital budget.

Analysis

The City received a quotation from McGowan Office Interiors for the furniture supply contract for the Development Services Office at 8 Carleton Street. McGowan is a supplier of Haworth products, known for their high quality and ergonomic design, which aligns with the City's standards for office furnishings. They have successfully delivered projects for the Municipal Operations Centre and City Hall, demonstrating reliability and satisfaction in previous contracts. Quoted Price: \$194,527 (plus HST).

To ensure the competitiveness of McGowan's quote, Staff verified the pricing with RHB Enterprises, who provided a comparable range for quality products. McGowan's delivery lead time is 6 to 8 weeks, which aligns with our project schedule.

Given McGowan's proven track record, the quality of their Haworth product line, and their ability to meet our project timeline, staff recommend awarding the furniture supply contract to McGowan Office Interiors at the quoted price of \$194,527 (plus HST). Their previous experience with similar City projects and the desire to maintain a consistent standard for City furniture supports this decision.

This approach allows the office furnishings at 8 Carleton St. to be consistent with the standards set in other City facilities, ensuring a cohesive and professional environment.

Impact on the Environment, Climate Change

Haworth products are known for their sustainable design, using recyclable materials and reducing environmental impact.

The furniture selection will contribute to energy-efficient office spaces by promoting better workspace ergonomics and productivity.

Alternatives Reviewed

As mentioned that RHB provided a quote, but McGowan's was more favorable due to their track record.

Noted that seeking additional quotes was considered but posed risks to the timeline and consistency.

Staff determined that awarding the contract to McGowan Office Interiors is the most viable option, ensuring quality, reliability, and alignment with project timelines.

Relationship to Strategic Plan

- Sustainability
 - Sustainable Infrastructure

Other Pertinent Reports

PWCS 13-2024

Prepared by:

Abu Rashed
Project Manager
Engineering Department

Recommended by:

Geoff Holman
Director
Public Works and Community Services

Approved and Submitted by:

Manoj Dilwaria
Chief Administrative Officer

This report was prepared in consultation with Sean Dunsmore, manager of Engineering,

Appendices

Appendix N/A