



## CITY COUNCIL ACTION REPORT

Date September 19, 2006

TO: Phillip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/ Finance & Administration  
Brian P. Murphy, Assistant City Manager/ Services  
Steve Vandette, City Engineer  
Jeanette Bennett, Director of Purchasing  
Steve Pallotta, Building Operations Director

SUBJECT: Relocation and Renovation of the Engineering Field Office -  
Amendment #1

### Background:

- On August 14, 2006, the Troy City Council approved a resolution (#2006-08-324-E-12) to relocate and renovate office space for the Engineering Field Office at a total estimated cost of \$27,060.80.
- Since the former owner moved out and removed decaying plants, and miscellaneous junk, etc., the interior still has a strong odor that staff now believes to be linked to the carpeting and animals that occupied the space.
- After the furniture was removed from the various rooms, the carpet was torn in areas.

### Financial Considerations:

- Funds for the carpet purchase are available in the Engineering operating budget, account #401265.7975.010.
- The labor estimate previously reported is sufficient to include this additional work.

### Legal Considerations:

- The carpeting will be purchased from Milliken Carpet through a competitive bid resulting in the US Communities Master Agreement (#41922).
- Los Angeles County, CA was the lead agency for the bid process.
- City Council has authorized the use of US Communities Contracts and, also, the City Manager to administratively authorize purchases above the \$10,000 limit when deemed to be in the City of Troy's advantage, except for those "Capital" (401 account) purchases that shall be presented for Troy City Council review and pending approval (Resolution #2003-05-243-E-18). This purchase is under \$10,000.00 and will be within the City Manager's approval authority.

Policy Considerations:

- Interface, the former City standard, has not renewed their contract with US Communities. Milliken carpet tiles are similar to Interface in both appearance and price. Building Operations will supply the labor to install the carpet tile (Goal I).

Options:

- The City Administration requests approval to amend the authorizing resolution to include new carpeting in the estimated amount of an additional \$8,000.00 for a revised estimated grand project total of \$35,060.80.
- This project is part of the ongoing process to renovate office space previously approved.

JB/jb