

**Petersburg Borough, Alaska  
RESOLUTION #2016-24**

**A RESOLUTION AUTHORIZING THE BOROUGH TO CONTRACT FOR FURNITURE,  
FIXTURES AND EQUIPMENT (FF&E) WITH THINK OFFICE LLC FOR PURPOSES  
OF THE MUNICIPAL BUILDING AND POLICE STATION RENOVATION PROJECT  
AND TO AUTHORIZE THE BOROUGH MANAGER TO APPROVE THE BUDGETED  
PURCHASES**

**WHEREAS**, the Petersburg Borough advertised a Request For Proposal seeking qualified vendors to furnish and install open workstations, office furniture, and lobby furniture for the Petersburg Municipal /Police Building; and

**WHEREAS**, a committee was formed that evaluated vendors on a point basis, taking into consideration Capability and Experience, Work Plan, Qualifications, and Value Proposal; and

**WHEREAS**, two vendors submitted proposals, Think Office LLC and Capital Office, both Alaska vendors; and

**WHEREAS**, Think Office LLC was the apparent high-point responsive proposer with 199 points versus Capital Office at 191 points; and

**WHEREAS**, being a government entity, the Petersburg Borough qualifies for discounted pricing from various furniture manufacturers utilized by Think Office LLC, which maximizes value to the Borough; and

**WHEREAS**, the Borough budgeted up to \$250,000 in FF&E for the facility; and

**WHEREAS**, the Borough Manager approved \$30,000 previously for the custom dais that takes additional time to acquire; and

**WHEREAS**, Think Office LLC has submitted a proposal to supply the FF&E for a total cost of \$203,160 (\$165,681 for FF&E, \$17,554 for shipping and handling, and \$19,925 for installation).

**THEREFORE BE IT RESOLVED THAT** the Petersburg Borough Manager is authorized to contract with Think Office LLC and approve their proposal to supply FF&E for the Municipal Building and Police Station Renovation Project for the total amount of \$203,160.

**Passed and Approved by the Petersburg Borough Assembly on November 7, 2016.**

**ATTEST:**

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Mark Jensen, Mayor

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Debra K. Thompson, Borough Clerk