



CITY OF PORT ST. LUCIE
Procurement Management Department

"A City for All Ages"

RECOMMENDATION OF AWARD MEMORANDUM

TO: Procurement Management Department
FROM: Kristian Willems
BID # & NAME: Contract #20240067 Office Supplies and Furniture
DATE: 3/8/2024

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STRATEGIC PLAN LINK: Goal 5: High Quality Infrastructure & Facilities

PURPOSE:

To provide design for new Office Supplies and Furniture at various City Facilities.

BENEFITS TO THE CITY:

Provide office systems to various Departments including design.

BACKGROUND:

Provide Office Equipment and Systems for various City Facilities when needed.

BEST VALUE ANALYSIS/ JUSTIFICATION:

Continues to provide quality and cost-effective Office Supplies and Furniture.

ESTIMATED EXPENDITURES: \$1,350,000.00

CONTRACT TIME: To be determined on Department Needs

**PROVIDE FULL ACCOUNT NUMBER/PROJECT STRING (if applicable): **

Potential various City Facilities including but not limited to:

- Neighborhood Services- 001-2135
- Facilities Maintenance- 001-4135
- Office Of Management & Budget- 001-1330
- Building B-110-2405
- Permitting-110-2410
- Inspectors- 110-2420
- Utility Administration- 431-1340
- Building Maintenance- 301-4135
- Medical Clinic- 605-6210

