

Special Called Meeting of the City of Sandy Springs Public Facilities Authority

SUMMARY MINUTES

Studio Theatre, Sandy Springs City Hall and Broadcast Via Live Webinar and Teleconference

October 15, 2024 at 6:00 PM

Page 1 of 4

Special Called Meeting of the Sandy Springs Public Facilities Authority was held on October 15, 2024 at 6:00 PM, Mayor Rusty Paul presiding.

I. Call to Order

Chair Rusty Paul called the meeting to order at 6:00 p.m.

II. Roll Call and General Announcements

Members Present: Chair Rusty Paul, Member John Paulson, Member Melody Kelley, Member Melissa Mular, Member Jody Reichel, Member Tibby DeJulio

Members Absent: Member Andrew Bauman

Mayor Paul said Member Bauman's absence is excused as his mother fell this afternoon. Family is first in this community and he is where he should be.

III. Approval of Meeting Agenda

Motion and vote. A motion was made by **Member Tibby DeJulio**, seconded by **Member John Paulson**, to approve the meeting agenda. The motion carried by unanimous vote.

IV. Approval of Meeting Minutes

Motion and vote. A motion was made by **Councilmember Jody Reichel**, seconded by **Councilmember Melissa Mular**, to approve the meeting minutes. The motion carried by unanimous vote.

1. **PFA2024-04** Meeting Minutes
March 5, 2024 Public Facilities Authority Special Called Meeting

V. Old Business

There was no Old Business.

VI. New Business

2. **PFA2024-05** Request for Public Facilities Authority Consideration of a Resolution to Approve a Contract Award to Office Images for the Purchase of Office Furnishings and Relocation Services for the Police Headquarters and Municipal Court House Project and to Authorize the General Manager to Execute the Contract

Dave Wells, Director of Facilities/Capital Construction and Building Operations, presented a recommendation to approve a contract award to Office Images for the purchase of office furnishings and relocation services for the Police Headquarters and Municipal Court House Project and to authorize the General Manager to execute the contract.

Office Images is a state contract and authorized Haworth Furniture vendor qualified under the OMNIA Partners contract, providing a comprehensive range of office furnishings, including desks, seating, workstations, and collaborative spaces. They are known for their innovative and functional designs tailored to enhance workplace productivity. Office Images also offers turnkey solutions, from initial

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SUMMARY MINUTES

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October 15, 2024 at 6:00 PM

Page 2 of 4

needs assessments and consultation to design, provisioning, and installation.

The city initially contracted Office Images through a competitive procurement process for the City Springs project, since then we have utilized Office Images for both Fire Station 2 and 5 to maintain consistent processes and standards in office environments. On May 30, 2023, the Public Facilities Authority approved the Guaranteed Maximum Pricing for the direct construction costs of the Police Headquarters and Court House Project. City Staff concurrently introduced the additional associated project costs outside of the GMP, which included pricing for Furniture Fixtures and Equipment (FF&E) in an amount of \$2,311,880.

Office Images has been working with both Police and Court staff for several months to identify all furniture requirements and to design a detailed relocation plan of existing items that will need to be relocated to the new facility. Office Images has provided an updated proposal for the office furnishings and relocation services in the amount of \$2,128,541.93. This proposal includes all required furniture, fixtures and equipment as well as the cost associated with relocation services necessary for the operational needs of the Police Headquarters and Municipal Court House.

Motion and second. A motion was made by **Member Melody Kelley**, seconded by **Member Jody Reichel**, to approve a contract award to Office Images for the purchase of office furnishings and relocation services for the Police Headquarters and Municipal Court House Project and to authorize the General Manager to execute the contract.

Member Kelley asked does this contract cover interior design, or is it separate?

Director of Facilities/Capital Construction and Building Operations Wells said interior design is part of the actual construction. Office Images will work directly with our interior designers to match the furniture to the colors, carpets, paint, and everything in the building.

Member Melody Kelley asked does this cover the whole project?

Director of Facilities/Capital Construction and Building Operations Wells said yes.

Mayor Paul asked is this coming off of a state contract?

Director of Facilities/Capital Construction and Building Operations Wells said that is correct.

Mayor Paul asked is it true there are two ways to procure materials? One is bidding it out, and the other is off state contract where the state has already negotiated the lowest possible price with these vendors, and they must sell it to the City at the lowest possible price.

Director of Facilities/Capital Construction and Building Operations Wells said that is correct.

Mayor Paul asked is this what was done here rather than bid it out, but still made sure the City had the lowest possible price in the market?

Director of Facilities/Capital Construction and Building Operations Wells said that is correct.

Vote on the motion. The motion carried by unanimous vote.

Special Called Meeting of the City of Sandy Springs Public Facilities Authority

SUMMARY MINUTES

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October 15, 2024 at 6:00 PM

Page 3 of 4

PFA Resolution No. 2024-10-03

3. **PFA2024-06** Request for Public Facilities Authority of Consideration of a Resolution to Approve Change Order #3 to the Existing Contract with Reeves Young, LLC for Placement of a Pre-Engineered Metal Building for Police Vehicular Storage and to Authorize the General Manager to Execute the Change Order

Dave Wells, Director of Facilities/Capital Construction and Building Operations, presented a recommendation to approve Change Order #3 to the existing contract with Reeves Young, LLC for placement of a pre-engineered metal building for police vehicular storage and to authorize the General Manager to execute the Change Order.

The change order in the amount of \$697,038.00 is required to provide additional funding to Reeves Young for additional work for Placement of pre-engineered metal building for Police Vehicular Storage on the New Police Headquarters and Municipal Court Site.

In 2021 the Police rolling inventory was temporarily located at a warehouse located at 7477 Trowbridge Road, Sandy Springs, GA, (the “Trowbridge Warehouse”) for logistical reasons until the City of Sandy Springs (the “City”) could find a more permanent location to house their inventory. The FY25 budget allocated \$475,587.00 to construct a one (1) bay vehicle storage facility to house the Police Command Vehicle in the lower lot of Trowbridge Warehouse. Due to site challenges and high cost to erect the building on that site, City Staff pursued alternative solutions and approached Reeves Young to provide pricing to locate the vehicles at the new Police Headquarters. The building will be erected in the secured parking area behind the Police Headquarters building, allowing for added security, easier access and a reduced construction cost

Motion and second. A motion was made by **Member Melody Kelley**, seconded by **Member Jody Reichel**, to approve Change Order #3 to the existing contract with Reeves Young, LLC for placement of a pre-engineered metal building for police vehicular storage and to authorize the General Manager to execute the Change Order.

Member Kelley asked is the amount of \$475,587 applied to the change order for \$697,038?

Director of Facilities/Capital Construction and Building Operations Wells said no. That amount will remain in the Capital line item and eventually move to the General Fund. This is for approval of the Change Order and the Council meeting this evening will have a budget amendment to move bond money from the Fire Station 5 budget back to the police headquarters.

Member Kelley asked where is Project Budget PF009?

Director of Facilities/Capital Construction and Building Operations Wells said that is being created by Finance to move the money over. It is a sub-line item inside the police headquarters project.

Member John Paulson asked is the \$475,587 already part of the police project and the bonding for police project?

Director of Facilities/Capital Construction and Building Operations Wells said no. The \$475,587 was a capital improvement project.

Special Called Meeting of the City of Sandy Springs Public Facilities Authority

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October 15, 2024 at 6:00 PM

Page 4 of 4

Member Paulson asked is the \$200,000 savings for furniture a part of the police budget?

Director of Facilities/Capital Construction and Building Operations Wells said that will stay in the project for police headquarters and will allow us to purchase carpets and more.

Vote on the motion. The motion carried by unanimous vote.

PFA Resolution No. 2024-10-04

VII. Adjournment

Motion and vote. A motion was made by **Member Tibby DeJulio**, seconded by **Member John Paulson**, to adjourn the meeting. The motion carried by unanimous vote.

The meeting adjourned at 6:12 p.m.