



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Board of Directors

FROM: Grace Gallucci, Executive Director

DATE: September 1, 2017

RE: **Resolution 2017-033; Procurement of Carpet Replacement**

ACTION REQUESTED

The Board of Directors is asked to award a contract to Northern Floor Specialists, under Shaw Industries Ohio State Contract number: 800483-2, in an amount not to exceed \$118,000, for replacement of NOACA's carpeting at 1299 Superior Avenue, Cleveland, Ohio 44114.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

NOACA purchased its existing building at 1299 Superior Avenue 19 years ago, remodeling it from an empty furniture store into a suite of offices, restrooms and meeting rooms. It was at this time that the existing carpet was installed. No other carpet replacement has occurred over this time, resulting in the current carpet exhausting its useful life of 10 years.

The FY2018 Overall Work Program contains funding to re-carpet the first and second floors, which is predominantly staff work space, this year. The third floor work, which consists of two conference rooms, was intended to be deferred to next year as part of the FY2019 Budget. However, as part of the procurement process, it was determined to take advantage of current state contract prices (to be renegotiated in January 2018) and complete the entire project this year.

FINANCIAL IMPACT

This item was originally budgeted for \$100,000; the additional \$18,000 will be reprioritized within NOACA's existing building improvements budget moving it from one line item to another, essentially deferring the replacement of the back gate. Carpet replacement cost will be recaptured over a ten year period through NOACA's Indirect Cost Allocation which is charged to all projects funded with federal and state dollars.

CONCLUSION/NEXT STEPS

With Board approval, work will be scheduled to minimize staff disruption and is expected to be completed in a three to four week period.

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RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain and Medina, and the areawide water quality management agency for the same region; and

WHEREAS, NOACA renovated its existing building at 1299 Superior Avenue 19 years ago, and no other carpet replacement has occurred over this time; and

WHEREAS, NOACA's existing carpeting has exhausted its useful life; and

WHEREAS, NOACA's FY2018 Overall Work Program contains funding to replace existing carpeting; and

WHEREAS, NOACA's procurement policy allows for procurement off Ohio State Contract; and

WHEREAS, Northern Floor Specialists is a dealer under Shaw Industries Ohio State Contract number 800483-2

WHEREAS, the NOACA Executive Committee has reviewed this project and recommends that the Governing Board adopt this resolution approving the contract award.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Northeast Ohio Areawide Coordinating Agency, consisting of 45 principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

Section 1. The Executive Director is authorized to enter into a contract with Northern Floor Specialists, in an amount not to exceed \$118,000 for the NOACA Carpet Replacement project.

Section 2. The Executive Director is authorized to transmit certified copies of this resolution to appropriate federal, state, and local agencies.

Certified to be a true copy of a Resolution of the Board
of Directors of the Northeast Ohio Areawide
Coordinating Agency adopted this 8th day of
September, 2017

Secretary: 

Date Signed: September 8 2017