

March 13, 2003

Honorable Mayor and Members of
The Hermosa Beach City Council

Regular Meeting of
March 25, 2003

**COMMUNITY CENTER OFFICE "B" FURNISHINGS
PURCHASE FROM JULES SELTZER ASSOCIATES**

Recommendation

Staff recommends that the City Council approve purchase of workstation modules and appurtenances for office B from Jules Seltzer in the amount of \$7,552.95

Background

In 1999 the Community Resources Department converted all front office desks and workspaces to modular units made by Jules Seltzer. Over the following three years, Recreation Supervisors and the Director's office furniture was converted to modular units prepared by Jules Seltzer. This final phase of upgrading community center office furniture will be capsulated in the office B modular remodel. The furniture is purchased through the US Communities Program available through the League of California Cities, as were all purchases for City Hall remodel.

Analysis

In an effort to keep all workstations uniform in style and functionality the replacement of existing wooden furniture with like-styled Jules Seltzer modules would create workspaces for recreation staff.

FISCAL IMPACT

FY 02-03: 001-4601-5402 \$7,552.95 includes delivery, set up and inspection of all equipment.

Respectfully submitted,

Concur:

Shaunna Donahue
Recreation Supervisor

Stephen R Burrell
City Manager

Noted for Fiscal Impact:

Viki Copeland
Finance Director