

Business Item

Transportation Committee



Committee Meeting Date: January 27, 2025

For the Metropolitan Council: February 12, 2025

Business Item: 2025-32

Heywood Office - Furniture, Contract 25P224 for Engineering and Facilities

District(s), Member(s):	District 7, Yassin Osman
Policy/Legal Reference:	FM 14-2 Expenditures for Procurement of Goods, Services, and Real Estate Policy, Minn. Stat. 473.129; and 473.405
Staff Prepared/Presented:	Lesley Kandaras, General Manager, 612-349-7513 Brian Funk, Deputy General Manager, COO, 612-349-7514 Marilyn Porter, Director of Engineering and Facilities, 612-349-7689 Jim Harwood, Asst. Director, Engineering & Construction, 612-349- 7339
Division/Department:	Metro Transit / Engineering & Facilities

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute contract 25P224 with Henricksen Incorporated via the Minnesota State Contract F-379(5) in the amount of \$2,500,000, which includes all cubicle workspaces and conference room furniture throughout the 5-story Heywood Office building as a part of the larger 2024-2025 remodel project.

Background

The Heywood Office facility needs to acquire and install systems-furniture throughout the facility in coordination with the Heywood Office remodel project being completed 2024-2025. The furniture in this contract will be utilized in the open-office cubicle areas, offices, and conference rooms of various sizes throughout each floor.

The facility is designed to be flexible in that all workspaces have similar adjustable desks, ergonomic chairs, adequate file storage, and access to amenities throughout the building. The large open office spaces will allow for future flexibility in adjusting cubicle walls without large impact to permanent walls and other systems to respond to growth beyond this design.

The general construction is being completed floor by floor, starting with the 5th floor and working down. The furniture project is planned to be approved for the full estimated contract amount and each floor's furniture will be purchased individually on separate Purchase Orders to expedite project completion.

Rationale

The execution of a goods and services contract exceeding \$500,000 requires Council approval.

Thrive Lens Analysis

Successful operations of the Metro Transit system advances the Thrive MSP 2040 Stewardship and Equity outcome. This action promotes Stewardship and Equity through the necessary facility remodel of aging building workspaces completed in 1984 by providing equitable, ergonomic, and modern workspaces to all staff. This facility remodel provides additional workspaces and amenities for the employees at the Heywood Office. Carrying out long-term stewardship of this facility by remodeling into it into a more efficient, contemporary workspace enhances Metro Transit employee retention and hiring in a competitive workforce marketplace.

Funding

Funds for this contract is included in federally funded Metro Transit project 63302 and are available in the Council's authorized capital budget.

Small Business Inclusion

Utilizing the Minnesota State Contract procurement, therefore the Office of Equity and Opportunity will not be reviewing for subcontracting opportunities.

