

POSITION PAPER FOR AGENDA ITEM

TO:	Board of County Commissioners
FROM:	Sandra Warren, Compliance & Audit Manager
DATE:	December 2, 2024
SUBJECT:	Proposal for Office Furniture and Modular Construction Solutions for the Cumberland County Northport Building

Requested Action:

Approve Proposal for Office Furniture and Modular Construction Solutions for the Cumberland County Northport Building

Background & Purpose of Request:

On February 12, 2024, the County Commissioners authorized the County Manager to award the bid for office furniture to Creative Office Resources (CORE), entering into a contract for the design, delivery, and installation of new office furniture at the 27 Northport Building. This decision reflects the County's commitment to creating a modern, functional, and sustainable workspace.

Over the past several months, County staff and CORE team members have devoted significant time and effort to carefully design and select furniture tailored to meet the needs of the building. The County adopted a thoughtful, efficient, and forward-thinking approach, ensuring that the selected furnishings provide long-term value while aligning with sustainability goals. The result is an office design that benefits both staff and the public, supports cost efficiency, and complements the County's growth and modernization plans.

Summary of Creative Office Resources Proposal:

The proposal from Creative Office Resources (CORE) covers the selection, delivery, and installation of office furniture across the Cumberland County Northport Building. The total cost for all three floors, which includes product costs, freight charges, and installation, is **\$844,282.76**. The breakdown of costs is as follows:

- **First Floor:** Includes 2 offices, 6 workstation areas, 3 meeting rooms, and common spaces such as the lobby, mail room, wellness area, (4) public service counters (Deeds), and lunchroom/kitchenette, and 94 chairs, totaling **\$152,497.37**.
- **Second Floor:** Features 7 offices, 24 workstation areas for departments like Emergency Management, IT, and Public Health, as well as 3 meeting rooms, lobby, waiting area, IT storage, accessory furniture, and 28 task seating, totaling **+\$280,660.27**
- **Third Floor:** Covers 5 offices, 31 workstation areas for Accessing, Executive, Finance, and HR, along with 5 meeting rooms, 29 task chairs, file bank dividing Assessing/Executive, lobby, waiting area, 2 accessory furniture areas, and accessory furniture, totaling **\$411,125.12**.

Total for All Three Floors: \$844,282.76

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Recognizing the need for a workspace that not only meets current demands but also anticipates future needs, the County opted to reimagine the office layout rather than invest in fixed construction that could require costly modifications down the line. This led to the selection of the DIRT system, an innovative solution offered by CORE.

DIRT System Overview:

DIRT (Doing It Right This Time) provides modular interior construction that prioritizes adaptability, efficiency, and sustainability. The system allows for tailored designs with customizable finishes, durable materials that minimize waste, and modular configurations that can evolve with changing technology and work styles. Additionally, DIRT's off-site construction process speeds up project timelines, while its precision-engineered casework—such as cabinets and lockers—seamlessly integrates with DIRT walls. DIRT's smart workspaces also provide valuable data insights, tracking occupancy, meeting durations, and equipment usage to inform future decisions.

Summary of DIRT System Proposal:

The DIRT system provides modular interior construction solutions for the Cumberland County Northport Building. The design ensures flexibility, sustainability, and efficient use of space across all three floors. The total cost for the DIRT system, including materials, labor, freight, and installation, is **\$727,254.45**. The breakdown of costs is as follows:

- **First Floor:** Includes 59 linear feet of wall systems with stacked glass and solid walls, door hardware, power connections, and custom finishes, totaling **\$44,721.00** (including installation).
- **Second Floor:** Includes 400 linear feet of wall systems, custom door hardware, modular power, and installation, totaling **\$304,925.00**.
- **Third Floor:** Includes 470 linear feet of wall systems, custom door hardware, modular power, and installation, totaling **\$368,630.00**.

Total for DIRT System: \$727,254.45

Grand Total for Office Furniture and DIRT System: 1,571,537.21

Although the combined cost is higher than the original CORE office furniture proposal, it reflects a cost savings of \$313,871.24 from the initial office furniture proposal and was done so by utilizing existing State contract pricing. Additionally, the DIRT system offers potential savings by eliminating the need for costly and time-consuming structural changes that would be required with traditional construction methods.

By approving the budget presented today, you will formalize the County's funding commitment and partnership with CORE. This investment will enhance the functionality and adaptability of our workspaces while addressing current staffing needs and accommodating future growth. Moreover, by investing in both CORE's office furniture and the DIRT system, the County ensures a highly

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functional, adaptable, and sustainable office space. The DIRT system, in particular, offers flexibility for future reconfigurations, reducing the need for costly and time-consuming structural changes as the County's needs evolve. Both proposals align with the County's goals of cost efficiency and long-term sustainability, ensuring that the Northport Building remains an effective and dynamic work environment for years to come.

Funding Amount and Source:

Revenue Loss Funding from The American Rescue Plan Act, State and Local Fiscal Recovery Fund.

Effective Date:

December 2, 2024

Attachments:

- Creative Office Resources Proposal
- DIRT Cost Proposal