

**RESOLUTION G2024-112**

**RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO SIGN AN AGREEMENT WITH OFFICE FURNITURE SOURCE FOR EXTERIOR AND INTERIOR FURNITURE FOR THE SYMMES TOWNSHIP NEW GOVERNMENT BUILDING PROJECT IN THE AMOUNT OF \$337,844.54**

**WHEREAS**, the Board of Trustees of Symmes Township, Hamilton County, Ohio have determined to build a new government building which will incorporate the administrative and public works functions into one building with a new garage; and

**WHEREAS**, the Board of Township Trustees has already engaged with Municipal Funding to create an initial design for the new building in 2023 and 2024; and

**WHEREAS**, the initial designs were approved by the Trustees at their October Meeting in 2024 and it was communicated to the Township Administrator to acquire a cost for construction drawings so that the building can be moved forward; and

**WHEREAS**, the Township Administrator did elicit comments from the employees and Board of Trustees on multiple occasions and it was discussed in prior township meetings as well and that is how the current design of the building came to be with a drive-thru garage with two doors, angled parking, a mezzanine for storage, one large lunch room shared by public works and the administration, multiple conference rooms, a separate trustees meeting room with executive session room and kitchenette, extra office space for growth and multiple rooms for storage; and

**WHEREAS**, the Board of Township Trustees has determined the need to furnish the building with contemporary furniture for the employees and the public.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Symmes Township, Hamilton County, Ohio takes the following action:

**Section 1.** That the Township Administrator is authorized to sign an agreement or necessary paperwork with Office Furniture Source to provide exterior and interior furniture for the Symmes Township Government Building Project, in the amount of \$337,884.54.

- Section 2.** That the Fiscal Officer is hereby authorized to expend funds to pay Office Furniture Source from the ARPA Funds (2272) in the amount of \$118,950.86 and the General Fund (1000) in the amount of \$218,933.68.
- Section 3.** That the Fiscal Officer is hereby authorized to send a deposit to Office Furniture Source in the amount of \$168,922.27 and expend the remainder of the ARPA funds to be in compliance with the rules stipulated by the Federal Government. It is acknowledged that there will be price increases in 2025 and 2026 and that the contract will require modification for those price increases depending on when the furniture is ordered.
- Section 4.** Upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.
- Section 5.** The Board of Trustees of Symmes Township upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.
- Section 6.** This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

**ADOPTED DECEMBER 17, 2024 – RESOLUTION G2024-112**

Vote Record: MS. LEIS \_\_\_\_ MR. BRYANT \_\_\_\_ MR. BECK \_\_\_\_

**BOARD OF TRUSTEES:**

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Jodie L. Leis, President

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Kenneth N. Bryant, Vice-President

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Philip J. Beck, Trustee

**ATTEST:**

**APPROVED AS TO FORM:**

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Joseph C. Grossi, Fiscal Officer

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Jeff Forbes, Law Director