



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 5, 2018**

FROM: MUSEUM DEPARTMENT **WARDS: ALL**

SUBJECT: AWARD BID NO. 7567 TO SPACESAVER STORAGE SYSTEMS, INC. OF FORT ATKINSON, WISCONSIN FOR THE PURCHASE OF MUSEUM COLLECTIONS STORAGE CABINETS IN THE AMOUNT OF \$142,855.

ISSUE:

Award Bid No. 7567 to Spacesaver Storage Systems, Inc. of Fort Atkinson, Wisconsin, for the purchase of museum collections storage cabinets in the amount of \$142,855.

RECOMMENDATIONS:

That the City Council award Bid No. 7567 to Spacesaver Storage Systems, Inc. in the amount of \$142,855 for the purchase of museum collections storage cabinets.

BACKGROUND:

The mission statement of the Riverside Metropolitan Museum is: "As a center for learning, the Riverside Metropolitan Museum interacts with the community to collect, preserve, explore, and interpret the cultural and natural history of Riverside and its region."

Preserving the cultural and natural history of Riverside and its region requires proper storage of museum collections objects to protect the objects from damage so the objects will be available for future generations.

DISCUSSION

The solicitation for the purchase of museum storage cabinets was publically posted on the City's website on April 12, 2018. Two responses were received and Spacesaver Storage Systems, Inc. was determined to be the lowest responsive and responsible bidder.

Bidder	Price
Spacesaver Storage Systems, Inc.	\$142,855
Delta Designs Ltd.	\$157,370

These storage cabinets will provide proper storage for history and natural history objects in the museum's collection.

The City's Purchasing Manager concurs that the recommended action is in compliance with Purchasing Resolution 23256.

FISCAL IMPACT:

The total fiscal impact of this action is \$142,855. Sufficient funding is available in the Museum Office Furniture and Equipment general fund account number 5305000-462300.

Prepared by: Robyn G. Peterson, Ph.D., Museum Director
Certified as to
availability of funds: Adam Raymond, Chief Financial Officer/Treasurer
Approved by: Alexander T. Nguyen, Assistant City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachments: Bid No. 7567 Award Recommendation