



## REQUEST FOR BOARD ACTION

ITEM NO. 10.

**DATE OF MEETING:** March 21, 2011

**REQUESTED BY:** Tony Masiero, Tax Assessor; Pat Simmons, Administrative Officer, Public Works

**SHORT TITLE:** Resolution Authorizing Purchase Order to Indoff Business Interiors to Purchase Refurbished Office Panels: \$19,788

**BACKGROUND:** Indoff Interiors has performed services to Pender County in the past. Research was conducted on pricing and Indoff Business Interiors presented the most cost effective solution. The county has been pleased with their service and workmanship. Currently, the existing office design provides little privacy to citizens and employees conducting daily operations. Noise levels often escalate, causing difficulty communicating with the public. The refurbished panel systems have a three-year warranty on the refurbished portion and a five-year warranty on the new components.

**SPECIFIC ACTION REQUESTED:** To approve a purchase order to Indoff Business Interiors to purchase refurbished office panels for the Pender County Tax Assessor Department in the amount of \$19,788.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

    PB      
Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that:

a purchase order is approved to Indoff Office Interiors in the amount of \$19,788 for the purchase of refurbished office panels for the Pender County Tax Assessor Department. The County Manager is authorized to execute any/all documents necessary to implement the resolution.

**450-407400 Capital Outlay**

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Brown \_\_\_ Tate \_\_\_ Ward \_\_\_ Rivenbark \_\_\_ Williams \_\_\_

\_\_\_\_\_  
George Brown, Chairman      3/21/11  
Date

\_\_\_\_\_  
ATTEST      3/21/11  
Date