



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: JUNE 8, 2021
AGENDA ITEM SECTION: MATTERS REQUIRING ACTION
AGENDA ITEM NO. : 5
AGENDA ITEM: CONSIDER A RESOLUTION TO APPROVE THE PURCHASE OF FURNITURE FOR THE EMBASSY CENTER FROM NATIONAL BUSINESS FURNITURE, NYS CONTRACT NUMBER: PC68336, PC68407 GROUP 23109, IN THE AMOUNT OF \$43,651.98
ITEM BACKUP DOCUMENTATION: <ul style="list-style-type: none">1. MEMO DATED MAY 27, 2021 FROM MS. KENDRA GARRISON/SUPERINTENDENT OF RECREATION TO MAYOR ROSSILLO AND THE BOARD OF TRUSTEES2. QUOTE FROM NATIONAL BUSINESS FURNITURE3. DRAFT RESOLUTION TO APPROVE PURCHASE OF FURNITURE



DOBBS FERRY

• NEW YORK •

Parks & Recreation Department

Kendra Garrison, CPRP
Superintendent of Recreation
Kgarrison@dobbsferry.com

105 Palisades Street
Dobbs Ferry, NY 10522
(914) 693 -0024

MEMO

To: Mayor Rossillo & Board of Trustees

CC: Richard Leins, Interim Village Administrator
Jeff Chuhta, Village Treasurer

From: Kendra Garrison, Superintendent of Recreation

Date: May 27, 2021

Re: Embassy Center Furniture Purchase

With the new Embassy Center complete, we have finally narrowed down our furniture options and I am requesting permission to purchase all of the items off of the NY state contract from National Business Furniture in the amount of \$43,651.98.



NATIONAL BUSINESS FURNITURE

Quote # QM569545 (v7)

National Business Furniture, LLC

770 South 70th Street Milwaukee, WI 53214
phone (800) 558-1010 x fax: (800) 329-9349

Ship-To Address recreation@dobbsferry.com

KYLE CRAWFORD
RECREATION DEPT
VILLAGE OF DOBBS FERRY
60 PALISADE ST
DOBBS FERRY, NY 10522
(914) 500-5646
(914) 693-3470

Source: OS0003
Cat: 86-C
Cust#: CB4459

Bill-To Address recreation@dobbsferry.com

SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
25267	1	Mark this item for Not Assigned Recovery Couch 27"	Gunmetal Gray Vinyl/Steel Frame	4-6 Wks	\$560.00	\$490.00	\$490.00
GLOCUST	3	FACTOR, Mesh Back, High Back, Task Basic Swivel (-6), Std Fixed Arms, Std Molded Black Base, Std 2" Dual Wheel Carpet Casters, GLOBAL SEATING USA	M-Black Mesh Back [P-6]\Grade 01\Waterfall (Global)\1-Dance\F--(STD) Black, Frame [BLK]\M--Height Adjustable Arms, Black\M--Black Nylon Base w/ Black Caster Finish\P-(STD) Task Basic Swivel Mechanism (-6)\C--(STD) Black, Dual Wheel Carpet Caster\ (STD) RTA Co	4-6 Wks	\$540.00	\$205.20	\$615.60

Merchandise	\$93,956.74
Total Discount	56,052.96
Merchandise Subtotal	37,903.78
Shipping & Handling	798.20
Additional Services	4,950.00
Subtotal	43,651.98
Total Tax	0.00
Order Total	\$43,651.98

Customer PO#: Quoted By: JAMES HOFRICHTER Ext: On: 02/18/21 Page 1



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SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	5	18"d x 36"w x 40.5"h, 3 Fixed Front Drawers, Lateral File, 1200P SERIES, UNIVERSAL FILING	Metal File Case & Storage Front Paint Finishes (Global Standard Paint Finishes)\Global Standard Colors\1-Cappucino (Textured Stone Dust)\C-Key Random (STD)\Counter Weight not Required	4-6 Wks	\$988.00	\$375.44	\$1,877.20
OTGCUST	1	Box/Box/File Pedestal W/Lock (Fully Assembled) - 22"d x 15"w x 27"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$360.00	\$136.80	\$136.80

Merchandise	\$93,956.74
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SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
OTGCUST	1	Rectangular Desk Shell - 66"w x 30"d x 29.5"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$331.00	\$125.78	\$125.78
SAFCUST	2	ROUND TABLE DOLLY	BLACK	2-4 Wks	\$462.17	\$231.08	\$462.16
GLOCUST	125	Mark this item for Auditorium/Gym POPCORN, Armchair, Wall Saver, Polypropylene Back & Seat, Std Sled Chrome Frame, Std Without Glides, Stacks 10 High on Floor, 34 high on Dolly, GLOBAL SEATING USA	Plastic Back / Seat Selections\1 -Night, Black [BLK]\F-Chrome Frame [CH]\(STD) With Out Glides\STD) RTA Code in Pricebook per Model	4-6 Wks	\$242.00	\$91.96	\$11,495.00

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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	5	POPCORN, 21.375"w x 31.75"d x 51.75"h, High Density Dolly, For Polypropylene Models, Stacks Chairs up to 34"h, Fits through 80"H Door Frame, GLOBAL SEATING USA	(STD) RTA Code in Pricebook per Model	4-6 Wks	\$541.00	\$205.58	\$1,027.90
GLOCUST	20	Tubular Legs - 30D x 72W x 29-1/4H, LITE LIFT II FOLDING TABLES		4-6 Wks	\$284.00	\$107.92	\$2,158.40
SAFCUST	18	NYSC 60" ROUND FOLDING TABLE	WHITE	2-4 Wks	\$368.80	\$188.55	\$3,393.90

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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	2	Mark this item for Front Office FACTOR, Mesh Back, High Back, Task Basic Swivel (-6), Std Fixed Arms, Std Molded Black Base, Std 2" Dual Wheel Carpet Casters, GLOBAL SEATING USA	M-Black Mesh Back [P-6]\Grade 01\Waterfall (Global)\1-Dance\F--(STD) Black, Frame [BLK]\M--Height Adjustable Arms, Black\M--Black Nylon Base w/ Black Caster Finish\P-(STD) Task Basic Swivel Mechanism (-6)\C--(STD) Black, Dual Wheel Carpet Caster\ (STD) RTA Co	4-6 Wks	\$540.00	\$205.20	\$410.40

Merchandise	\$93,956.74
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Source: OS0003
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Bill-To Address *recreation@dobbsferry.com*

SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	2	18"d x 36"w x 72"h, 2 Door, 1 Fixed, 3 Adj Shelves, 9300 SERIES, UNIVERSAL FILING	Metal File Case & Storage Front Paint Finishes (Global Standard Paint Finishes)\Global Standard Colors\1-Cappucino (Textured Stone Dust)\5H Counterweight Not Required\C-Key Random (STD)	4-6 Wks	\$559.00	\$212.42	\$424.84
OTGCUST	2	Rectangular Desk Shell, 71"w x 30"d x 29.5"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$355.00	\$134.90	\$269.80

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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
OTGCUST	2	Box/Box/File Pedestal W/Lock (Fully Assembled) - 22"d x 15"w x 27"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$360.00	\$136.80	\$273.60

Merchandise	\$93,956.74
Total Discount	56,052.96
Merchandise Subtotal	37,903.78
Shipping & Handling	798.20
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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	1	Mark this item for Office 1 FACTOR, Mesh Back, High Back, Task Basic Swivel (-6), Std Fixed Arms, Std Molded Black Base, Std 2" Dual Wheel Carpet Casters, GLOBAL SEATING USA	M-Black Mesh Back [P-6]\Grade 01\Waterfall (Global)\1-Dance\F--(STD) Black, Frame [BLK]\M--Height Adjustable Arms, Black\M--Black Nylon Base w/ Black Caster Finish\P-(STD) Task Basic Swivel Mechanism (-6)\C--(STD) Black, Dual Wheel Carpet Caster\ (STD) RTA Co	4-6 Wks	\$540.00	\$205.20	\$205.20

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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
OTGCUST	1	Rectangular Desk Shell - 66"w x 30"d x 29.5"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$331.00	\$125.78	\$125.78
OTGCUST	1	Box/Box/File Pedestal W/Lock (Fully Assembled) - 22"d x 15"w x 27"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$360.00	\$136.80	\$136.80
OTGCUST	1	Black Fabric Back & Seat, Fixed Arms, 4 Legged Base, Glides, OTG GUEST & STACK		1-2 Wks	\$300.00	\$114.00	\$114.00

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Source: OS0003
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Cust#: CB4459

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SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	1	Mark this item for Office 2 FACTOR, Mesh Back, High Back, Task Basic Swivel (-6), Std Fixed Arms, Std Molded Black Base, Std 2" Dual Wheel Carpet Casters, GLOBAL SEATING USA	M-Black Mesh Back [P-6]\Grade 01\Waterfall (Global)\1-Dance\F--(STD) Black, Frame [BLK]\M--Height Adjustable Arms, Black\M--Black Nylon Base w/ Black Caster Finish\P-(STD) Task Basic Swivel Mechanism (-6)\C--(STD) Black, Dual Wheel Carpet Caster\ (STD) RTA Co	4-6 Wks	\$540.00	\$205.20	\$205.20

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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
OTGCUST	1	Rectangular Desk Shell - 66"w x 30"d x 29.5"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$331.00	\$125.78	\$125.78
OTGCUST	1	Box/Box/File Pedestal W/Lock (Fully Assembled) - 22"d x 15"w x 27"h, OTG LAMINATE SUPERIOR	Superior Laminate Finishes\1 -American Mahogany	1-2 Wks	\$360.00	\$136.80	\$136.80
OTGCUST	1	Black Fabric Back & Seat, Fixed Arms, 4 Legged Base, Glides, OTG GUEST & STACK		1-2 Wks	\$300.00	\$114.00	\$114.00

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Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	2	Mark this item for Front Waiting Room CAMINO, 29.5"w x 29"d x 30.5"h, Fabric, Lounge Chair, Top Stitch, Std Wood Legs, GLOBAL SEATING USA	Grade 02\Allante Free (Global)\1 -Gibraltar\F-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$1,958.00	\$744.04	\$1,488.08
GLOCUST	1	CAMINO, 21"d x 21"w x 17.5"h, Square End Table, High Pressure Laminate Top, PVC Edge, Wood Apron, Std Wood Legs, GLOBAL SEATING USA	Camino Table Top Laminate Finish Options\1-Dark Espresso, Table Top [DES]\2-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$1,166.00	\$443.08	\$443.08

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SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	3	Mark this item for Senior Lounge CAMINO, 29.5"w x 29"d x 30.5"h, Fabric, Lounge Chair, Top Stitch, Std Wood Legs, GLOBAL SEATING USA	Grade 02\Allante Free (Global)\1 -Gibraltar\F-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$1,958.00	\$744.04	\$2,232.12
GLOCUST	2	CAMINO, 71"w x 29"d x 30.5"h, Fabric, Three Seat Sofa, Top Stitch, Std Wood Legs, GLOBAL SEATING USA	Grade 02\Allante Free (Global)\1 -Gibraltar\F-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$3,594.00	\$1,365.72	\$2,731.44

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Source: OS0003
Cat: 86-C
Cust#: CB4459

Bill-To Address recreation@dobbsferry.com

SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	2	CAMINO, 51"w x 29"d x 30.5"h, Fabric, Two Seat Sofa, Top Stitch, Std Wood Legs, GLOBAL SEATING USA	Grade 02\Allante Free (Global)\1 -Gibraltar\F-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$2,776.00	\$1,054.88	\$2,109.76
GLOCUST	4	CAMINO, 21"d x 21"w x 17.5"h, Square End Table, High Pressure Laminate Top, PVC Edge, Wood Apron, Std Wood Legs, GLOBAL SEATING USA	Camino Table Top Laminate Finish Options\1-Dark Espresso, Table Top [DES]\2-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$1,166.00	\$443.08	\$1,772.32

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SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
GLOCUST	2	CAMINO, 22"d x 48"w x 17.5"h, Coffee Table, High Pressure Laminate Top, PVC Edge, Wood Apron, Std Wood Legs, GLOBAL SEATING USA	Camino Table Top Laminate Finish Options\1-Dark Espresso, Table Top [DES]\2-Espresso Cafe, Wood Leg Finish [ECM]	4-6 Wks	\$1,529.00	\$581.02	\$1,162.04
51571	40	Mark this item for Social Room Banquet Chair	Black Vinyl/Black Frame	1-2 Wks	\$46.00	\$41.00	\$1,640.00

Important Information:

Couch is Non-Returnable

DELIVERY LEVEL - INSIDE DELIVERY, INSTALLATION AND DEBRIS REMOVAL

Customer: Your local sales associate is JAMES HOFRICHTER

State of New York

Statewide Furniture Contract

Global Contract #

PC68336

Contract # PC68407 Group 23109

YOUR ORDER IS MADE-TO-ORDER AND NON-RETURNABLE.

Merchandise	\$93,956.74
Total Discount	56,052.96
Merchandise Subtotal	37,903.78
Shipping & Handling	798.20
Additional Services	4,950.00
Subtotal	43,651.98
Total Tax	0.00
Order Total	\$43,651.98

Customer PO#: Quoted By: JAMES HOFRICHTER Ext: On: 02/18/21 Page 15



NATIONAL BUSINESS FURNITURE

Quote # QM569545 (v7)

National Business Furniture, LLC

770 South 70th Street Milwaukee, WI 53214
phone (800) 558-1010 x fax: (800) 329-9349

Ship-To Address recreation@dobbsferry.com

KYLE CRAWFORD
RECREATION DEPT
VILLAGE OF DOBBS FERRY
60 PALISADE ST
DOBBS FERRY, NY 10522
(914) 500-5646
(914) 693-3470

Source: OS0003
Cat: 86-C
Cust#: CB4459

Bill-To Address recreation@dobbsferry.com

SAME

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
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Pricing is based on items and quantities quoted. Any changes will affect quoted price.

Price reflects quoted discount, valid for 30 days from 2/18/2021, exceptions may apply with pending US tariffs.

Sales Tax will be included only for shipments into locations where we are registered to collect sales tax. Customer may be liable for self-assessment if shipment is into a location where we are not registered to collect tax. If you feel any taxes are charged in error, please make sure we have received the proper exemption documentation. All documentation will be reviewed to ensure it meets state & local requirements prior to removing any taxes.

Need a copy of our W-9? Please visit our website at:

<https://www.nbf.com/Customer-Services/FAQs/Duns-and-Federal-Tax-Identification-Numbers>

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Customer PO#:	Quoted By: JAMES HOFRICHTER	Ext:	On: 02/18/21	Page 17
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NOW THEREFORE BE IT RESOLVED, that the Board of Trustees hereby approves the purchase of furniture for the Embassy Center off of NY state contract from National Business Furniture in the amount of \$43,651.98 as recommended by Ms. Kendra Garrison/Superintendent of Recreation