

**MEMORANDUM**

**To:** Mayor and City Council

**From:** Jessica Guinn

**Date:** May 22, 2017

**Subject:** **RFP 17-05 Request for Proposal Furniture Removal, Storage, and Reinstallation**

**ITEM DESCRIPTION**

Comprehensive Program Services recommends awarding RFP 17-05 to Atlantic Relocation.

**BACKGROUND**

Proposals were solicited for qualified firms to disassemble furniture that has been purchased by the City at 4800 Ashford Dunwoody Road, relocate the furniture, store it in an off-site warehouse for the duration the period of construction, finally returning and reassembling the furniture at 4800 Ashford Dunwoody upon completion of construction. This will ensure that the furniture is not damaged or misplaced during the renovation of the new City Hall building. In total, six proposals were received. Atlantic Relocation is the recommended firm based on the competitive price proposed for moving and storage services. Base pricing includes six months of off-site storage. The lowest base price was proposed by Suddath Relocation; however, the unit prices proposed by Atlantic Relocation are significantly lower for any additional storage time, as well as for crews to assist with moving furniture from the existing City Hall to the new location. Proposals are summarized below:

Firm	Base	Stor/Wk	Stor/Mo	2 Man	3 Man	4 Man
Peachtree Movers	\$49,518	\$775	\$3,100			
Atlanta Cargo	\$80,263	\$963	\$3,850	\$652	\$832	\$1,012
Flood Brothers	\$56,360	\$563	\$2,250	\$740	\$1,020	\$1,220
United Moving Systems	\$107,741	\$2,653	\$10,614	\$640	\$840	\$1,040
Atlantic Relocation	\$38,069	\$315	\$1,360	\$720	\$990	\$1,215
Suddath Relocation	\$34,225	\$531	\$2,125	\$848	\$1,088	\$1,348

**RECOMMENDED ACTION**

Approve the selection of Atlantic Relocation for Furniture Removal, Storage, and Reinstallation.