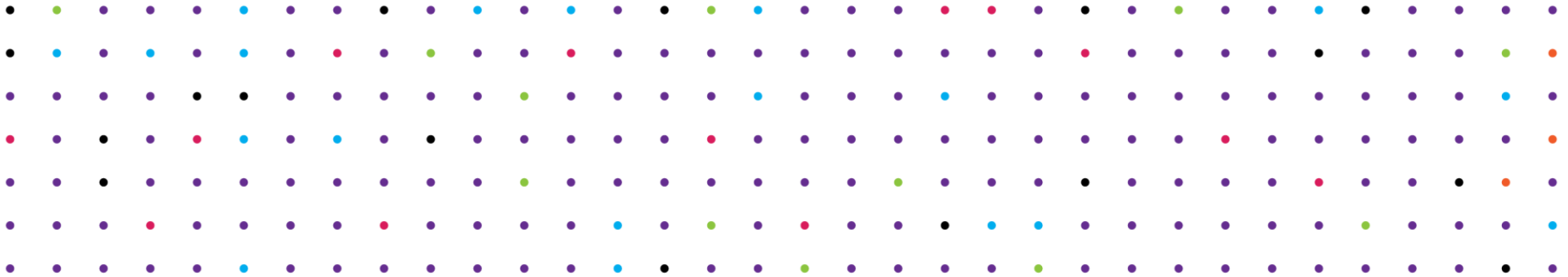


METRO AGENCYWIDE FURNITURE AND MOVING SERVICES ITEM 2025-0071

Date: MARCH 20, 2025

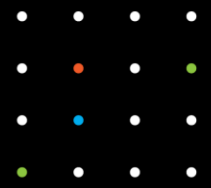


RECOMMENDATION



AUTHORIZE the Chief Executive Officer to award a five-year, Indefinite Delivery/Indefinite Quantity (IDIQ) Contract No. PS125302000, for furniture, space planning, and installation services, to M3 Office Inc., for a Not-to-Exceed (NTE) amount of \$3,475,000.00 for the three-year base period, and \$1,075,000.00 for each of the two, one-year options, for a combined total of \$5,625,000.00 effective April 1, 2025, subject to the resolution of any properly submitted protest(s), if any.

AWARD/PROPOSALS



AWARDEE

M3 Office Inc.

NUMBER OF PROPOSALS

2 Total; 1 Non-Responsive

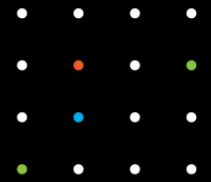
1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	M3 Office Inc.				
3	Qualifications of the Firm	90.05	20.00%	18.01	
4	Qualification of Key Personnel	83.40	20.00%	16.68	
5	Understanding of the SOS and Proposed Approach	68.90	30.00%	20.67	
6	Price Proposal	100.00	30.00%	30.00	
7	Total		100.00%	85.36	1

DEOD COMMITMENT

8% DBE Commitment



ISSUE AND DISCUSSION



ISSUE

The current Metro furniture, space planning and installation services contract will expire on March 31, 2025.

DISCUSSION

This will provide systems furniture for cubicles and offices throughout Metro facilities including USG Headquarters to accommodate new staff for service expansion as well as seamless replacement of existing components. This is an as-needed task-order based contract.