

MEMORANDUM



To: Jim Bouquet
Kreed Howell

From: Bert Bender

Subject: **Key West City Hall @ Glynn Archer**
Furniture, Fixtures, Equipment & Infrastructure

Date: November 23, 2015

Background

The A/E contract for design of the City Hall at Glynn Archer was a comprehensive commission for a "state of the art" City Hall. Furniture, fixtures, equipment, and related infrastructure was included with the intent that all technology throughout the building would be fully integrated.

Process

Furniture systems were researched during the earliest design phases, including the initial weeklong design charrette. Furniture systems that were considered included Knoll, Steelcase, and Herman Miller. Each of these systems, as well as others, had design details, components, and dimensions that differed from the others. The components were researched as to their ability to integrate with building systems, flexibility, ergonomics and cost. The Herman Miller systems, in addition to meeting the design criteria, were determined to be the most cost effective due to Herman Miller's contracts with the State of Florida and U.S. Communities. In fact, the pricing was favorable enough that I asked One Eleven Design to price several of our built-in components: the front reception desk; the service counter for Building, Planning and Licensing; and the dais at the Commission Chambers.

Our space planning effort used the Herman Miller modular system dimensions in order to maximize space efficiency. ADA clearances are based on the actual dimensions of the Herman Miller furniture system. Because each manufacturer has a proprietary system with different dimensions, different systems cannot simply be substituted as interchangeable.

Our interior designer was initially tasked with surveying all existing furniture to determine if existing furniture could be reused. It was determined that most of the furniture would not survive a major move. Components are particle board in various states of disrepair and deterioration, components do not match, they do not have the information technology interface capability required by the "state of the art" program, and the various sizes made ADA compliance difficult, and in some cases, impossible.

Conclusion

It was clear early in the process that existing furniture could not be reused. Based on the criteria outlined above, ergonomics, technology interface, ADA compliance and cost, the Herman Miller system was selected as in the best interests of the City.

End of Memorandum