



# CITY OF BATTLE CREEK

## POLICE DEPARTMENT – OFFICE OF THE CHIEF

TO: Christine Huff, Purchasing Director

FROM: Jim Blocker, Chief of Police

DATE: April 9, 2018

SUBJECT: New Police Headquarters – Furniture Selection

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As the new Police Headquarters approached completion, we are now shifting our focus to the interior finishes and furnishing that will be needed at the completion of this project. To get an understanding of what furniture options were available several site visits were completed to both law enforcement facilities along with furniture manufactures. The focus for these site visits were to gain an understanding of the industry standard, available options, manufacturing facilities, aesthetics and overall functionality as it relates to current and future work practice. Additionally, several internal meetings were conducted to determine over all department needs, room layouts, review current and future work practices, complete review of architectural drawings and an audit of current police department furniture.

After the site visits, internal meetings and determining what furniture could be reused a team consisting of Battle Creek Police employees and representatives from Schweitzer started working with a designer to develop the appropriate furniture layout for the new building. As a result, the furniture selected is from Haworth under State Contracts #071B7700023 and #071B7700074. The furniture cost will be documented under the new building general ledger 409.14.4390.972.010 and was part of the original funded project.