



## CITY OF MOUNTAIN VIEW

**MEMORANDUM**

City Clerk's Office

**DATE:** May 14, 2018

**TO:** City Council

**FROM:** Lisa Natusch, City Clerk

**VIA:** Daniel H. Rich, City Manager

**SUBJECT: Plaza Conference Room Tables**

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At the May 1, 2018 City Council Study Session discussion of the Fiscal Year 2018-19 Narrative Budget, Council expressed an interest in exploring the purchase of new tables for the Plaza Conference Room. The objective was to find tables to make seating more efficient, with useable corners to prevent having to sit at a table leg in various table configurations.

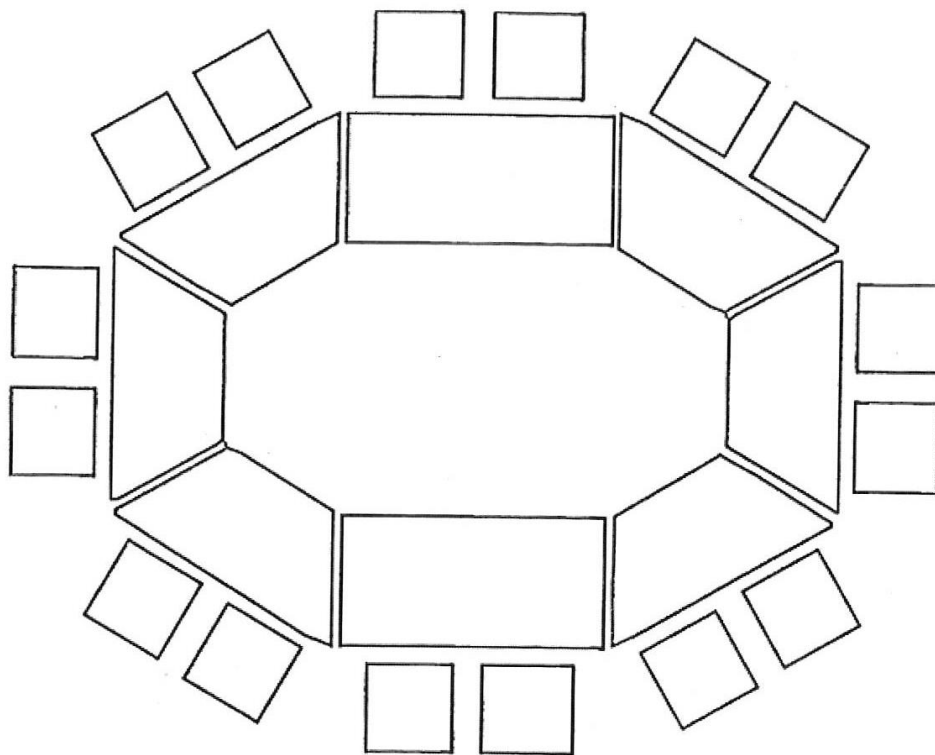
The Plaza Conference Room is used daily for public meetings, training sessions, and internal staff meetings for various group sizes requiring a number of different seating configurations. The current tables are 24" x 72" rectangular, flip-top nesting tables on wheels. This style of tabletop flips up to allow the tables to nest together for easy storage. The wheels allow the tables to be easily moved for the various meeting setup requirements.

Interest was expressed in exploring a configuration similar to that of the Los Altos School District (LASD) Board Room. The tables in the LASD Board Room are 60" rectangular, flip-top nesting tables on wheels, with one trapezoid table placed in the center to create a curve that seats 10. Sitting around a curve prevents attendees from having to sit at a corner where the legs of two tables converge.

The style of the current tables in the Plaza Conference Room was discontinued a few years ago. The vendor carries a similar table style in which trapezoid flip-top nesting tables (24" x 60") can be purchased in a matching finish to coordinate with our current tables. The only differences in style are the shape of the edge and the style of the legs, but the tables would coordinate and function with the existing tables. The cost of one trapezoid table (including tax, delivery, and installation) is \$745.

Purchasing three trapezoid tables (\$2,235) would allow tables to be configured in a curve/semicircle within the confines of the Plaza Conference Room width and would allow seating for 10. To maximize flexibility, purchasing six trapezoid tables (\$4,470) would allow the seating to be configured not only into a curve/semicircle, but into a large oval when necessary (three trapezoids on each end with rectangle tables on the long sides). A sample configuration with six trapezoid tables is noted below.

Should Council desire the purchase of these tables, it is recommended that \$5,000 (Limited-Period) be added to the Public Works Facilities budget.



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