



**Recommendation for
Water & Wastewater Commission**

Commission Meeting Date:	March 8, 2017
Council Meeting Date:	March 23, 2017
Department:	Purchasing
SUBJECT	
<p>Authorize amendments to the contracts with AFMA INC., FACILITIES RESOURCE INC. (WBE), FURNITURE MARKETING GROUP INC., HAWORTH INC., MCCOY-ROCKFORD INC., SHELTON-KELLER GROUP INC., SOUTHERN ALUMINUM MANUFACTURING INC., SOUTHWEST SOLUTIONS GROUP INC., VANGUARD ENVIRONMENTS INC. and WORKPLACE RESOURCE LLC, and provide the continued purchase and installation of office furniture, to extend the term by 12 months for an estimated amount of \$3,663,000, for a total revised contract amount not to exceed \$12,463,000. This is a multi-department contract. Austin Water's requested authorization is \$300,000.</p>	
AMOUNT AND SOURCE OF FUNDING	
<p>Funding in the amount of \$175,000 is available in the Fiscal Year 2016-2017 Operating Budget of Austin Water.</p>	
Purchasing Language:	Contract Amendments
Prior Council Action:	February 14, 2013- Council approved the purchase and installation of furniture and fixtures for offices and various areas for various City Departments.
For More Information:	Roger Stricklin, 512-974-1727; Augie Cancino, 512-972-0344; Anna Bryan-Borja, 512-972-0120
Boards and Commission Action:	March 8, 2017- To be reviewed by the Water and Wastewater Commission. March 20, 2017- To be reviewed by the Electric Utility Commission.
MBE/WBE:	This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this procurement, there were insufficient subcontracting opportunities; therefore, no subcontracting goals were established.

This item is to authorize a 12 month interim extension of the current furniture contracts. During this interim period, the Purchasing Office will work with the departments to develop an enterprise strategy for furniture. Initial goals for this enterprise furniture include standardization of furniture types and styles, reducing the number of furniture manufacturers used throughout City departments, increase opportunities for local and Minority and Women Owned Businesses, and expanded sustainability elements including furniture reuse, refurbish and recycling.

These contracts will provide for the purchase and installation of various types and models of office furniture to replace existing furniture, provide new furnishings, and support remodeling and expansion projects. These contracts will be indefinite delivery contracts and no orders will be made until a specific need exists.

The Contractors currently meet a number of sustainability attributes. Some of these standards include compliance with appropriate Leadership in Energy and Environmental Design (LEED®) criteria for indoor air contaminants, Forest Stewardship Council certification of wood, waste recycling and incorporation of recycled content in products. Much of the furniture available under this contract is designed to be ecologically sound, featuring eco-design techniques for achieving sustainability such as saving materials, energy efficient manufacturing, the use of recycled contents, and utilization of recyclable content.

Facilities Resource Inc. is a certified WBE with the City. Shelton-Keller Group, Inc. and Workplace Resource LLC are certified State of Texas Women Owned HUB vendors. Southwest Solutions Group, Inc. and Vanguard Environments Inc. are certified State of Texas Small Business HUB vendors. Whenever available, local vendors will be used for furniture delivery and installation services.

The Building Services Department (BSD) currently provides maintenance and support services to over 200 buildings located throughout the City. Support services consist of the purchase and installation of a variety of office furnishings, including but not limited to modular systems, seating and conference room furniture. BSD is frequently requested by other City departments to assist in the redesign of office spaces to accommodate new staff or project requirements. In order to consistently maintain the original design features, BSD must order from the furniture company that provided the current furnishings. Use of cooperatives under this contract will allow BSD to deliver timely responses to its customers.

Austin Water's (AW) Facility Management provides maintenance and support services to 14 separate locations. Austin Energy's (AE) Facilities Management provides maintenance and support services to 20 separate locations. Support provided includes coordinating the purchase and installation of a variety of office furniture including modular systems, conference room and office furniture, and seating. As part of its Facilities Master Plan, AE plans to remodel and repurpose areas in several facilities which will require the purchase of modular furniture including cubicles and office furniture including desks, chairs, and shelving. When possible, AE re-uses furniture and fixtures in its existing inventory.

The Aviation Department has several Austin-Bergstrom International Airport terminal improvements and furniture replacement projects. Aviation also plans to provide replacement parts for existing furniture. In addition, Austin Water (AW) anticipates the need to purchase auxiliary furniture products for the renovation of their information

technology area and several other budgeted renovations projects.

Use of the Local Government Purchasing Cooperative administered by Texas Association of School Boards (BuyBoard), U.S. Communities Government Purchasing Alliance, and Texas Multiple Award Schedule (TXMAS) cooperatives will allow the City to compare prices among a number of firms, ensuring the best value to the City. These cooperatives establish competitively bid contracts that can be utilized by the State and other government agencies through a cooperative agreement. Cooperative agreements save taxpayer dollars by leveraging the State's volume-buying power to drive down costs on hundreds of contracts through a streamlined cooperative purchasing program. In addition, local vendors are included in the contracts and will be utilized for any installation service.

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	# months	Contract Amount	Contract Amendment	Revised Amount
Original Term	12	\$2,000,000	n/a	\$2,000,000
Extension Option 1	12	\$1,700,000	n/a	\$1,700,000
Extension Option 2	12	\$1,700,000	n/a	\$1,700,000
Extension Option 3	12	\$1,700,000	n/a	\$1,700,000
Extension Option 4	12	\$1,700,000	n/a	\$1,700,000
Proposed Extension	12	\$-	\$3,663,000	\$3,663,000
TOTAL	72	\$8,800,000	\$3,663,000	\$12,463,000