



**Purchasing Contract  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.:** 24  
**AGENDA DATE:** Thu 04/15/2004  
**PAGE:** 1 of 2

**SUBJECT:** Authorize execution of contracts through the Interlocal Agreement with Fairfax County Virginia as part of the U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE with HERMAN MILLER INCORPORATED, Austin, TX, in an amount not to exceed \$114,347.10; HAWORTH INCORPORATED, Austin, TX, and their authorized distributor, Furniture Marketing Group, Austin, TX, in an amount not to exceed \$86,933.56; KNOLL, INCORPORATED, Austin, TX, and their authorized distributor, Shelton Keller Group, Austin, TX, in an amount not to exceed \$1,383,452.41; and with STEELCASE INCORPORATED, Austin TX, and their authorized distributor, Rockford Business Interior, Austin, TX, in an amount not to exceed \$340,941.55, for the purchase and installation of freestanding furniture and systems furniture for the new City Hall building.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$1,925,674.62 is available in Fiscal Year 2003-2004 Capital Budget of the Economic Growth and Redevelopment Services Department

**FISCAL NOTE:** A fiscal note is attached.

**REQUESTING** Purchasing  
**DEPARTMENT:** for Economic Growth and  
Redevelopment Services;

**DIRECTOR'S**  
**AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Nathan Schneider, 974-7131; Elizabeth Sanchez, Buyer/974-3266

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Purchasing Cooperative.

**MBE / WBE:** N/A

---

These furniture purchases are required for the new City Hall building scheduled to open November 2004. These contracts are for systems furniture, task chairs, conference and reception area furniture, as well as design and installation services and the physical move of files, computers etc. to the building. The City will receive a 45% to 67% discount from manufacturers' price list based upon dollar volume.

The new 115,000 square foot City Hall will provide office space for the Mayor and Council Members and six City departments including the City Manager and Assistant City Managers, Law, Financial and Administrative Services, Public Information Office, City Clerk, and Office of the City Auditor. The building includes support areas for the City Council Chambers, News Conference Room, and Boards and Commissions Room. Over 300 staff will be relocated to this building.

The space and layout of the new City Hall were designed to accommodate systems furniture. Systems furniture selected for this building promotes efficient use of space, minimizes non-productive space and meets accessibility guidelines as outlined in the Americans with Disabilities Act of 1990. Although staff moving to the new City Hall presently have office furniture, most of the furniture is freestanding and is not suitable for the size and layout of the new offices. In addition, the component interchangeability of



**Purchasing Contract  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 24  
AGENDA DATE: Thu 04/15/2004  
PAGE: 2 of 2**

systems furniture allows for ease of office reconfiguration and space alteration in the future. Some existing furniture such as the Law Department's specialized library shelving system will be moved to the new City Hall.

Departments moving to the Municipal Building after it is vacated will reuse some of the furniture presently used by departments moving to the new City Hall. The remaining furniture will be made available to other departments or sold to help offset the new furniture costs. Much of the furniture and chairs have exceeded their useful life.

The U.S. Communities Government Purchasing Alliance was designed in cooperation with an Advisory Board of local government purchasing officials across the United States and is sponsored by the National Association of Counties, the National Institute of Governmental Purchasing, the National League of Cities and the United States Conference of Mayors. These entities pool the purchasing power of public agencies to achieve greater volume discounts for all participants. Fairfax County, Virginia, the lead participating agency, issued a competitive solicitation and awarded contracts to various furniture manufacturers that provide a purchasing forum for public agencies nationwide.

The local authorized dealers, Furniture Marketing Group, Shelton-Keller Group, and Rockford Business Interiors, will provide the furniture for the manufacturers Haworth Inc., Knoll Inc, and Steelcase, Inc.

**CIP  
Fiscal Note**

**DATE OF COUNCIL CONSIDERATION:**  
**WHERE ON AGENDA:**  
**DEPARTMENT:**

3/11/2004  
Resolution not Required  
Purchasing

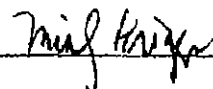
**DESCRIPTION:** Authorize execution of contracts through the Interlocal Agreement with Fairfax County Virginia as part of the U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE with HERMAN MILLER INCORPORATED, Austin, TX, in an amount not to exceed \$114,347.15; HAWORTH INCORPORATED, Austin, TX, in an amount not to exceed \$108,988.52; KNOLL INCORPORATED, Austin, TX, in an amount not to exceed \$1,384,916.63; and with STEELCASE INCORPORATED, Austin, TX, in an amount not to exceed \$340,941.55, for the purchase and installation of freestanding furniture and systems furniture for the new City Hall building.

**FINANCIAL INFORMATION:**

Project Name: New City Hall, Plaza, & Parking  
Project Authorization: 2003-04 Amended Capital Budget  
Funding Source: CSC Funding; FY02 Certificates of Obligation  
FY03 Certificates of Obligation; 1998 G.O. Bonds P1;  
FY02 Austin Energy Xfr; FY03 Austin Energy Xfr;  
FY02 Water/Wastewater Xfr; FY02 CIP Interest; FY03 General Fund Xfr.;  
FY04 CIP Interest; FY03 Contractual Obligations; retail participation  
Number: 8999-607-2400; 8999-607-2401; 8999-607-2403; 8999-607-2451;  
8780-607-1890; 3060-117-1891; 3920-227-7062; 8640-567-0002;  
8640-567-0120; 8999-607-2402; 8999-607-new

Current Appropriation	\$52,917,000
Unencumbered Balance	\$2,629,246
Amount of This Action	(\$1,949,194)
Remaining Balance	<u>\$680,052</u>

Financial Manager, EGRSO:



Date:

