



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

**AGENDA ITEM NO.: 24
AGENDA DATE: Thu 06/17/2004
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SUBJECT: Authorize execution of a contract through the U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE with HAWORTH INCORPORATED, Austin, TX, and its authorized distributor Furniture Marketing Group, Austin, TX, for the purchase and installation of moveable wall panels/doors, office chairs and keyboard trays for the relocation of City offices from lease space to the One Texas Center in an amount not to exceed \$161,417.24.

AMOUNT & SOURCE OF FUNDING: Funding is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Financial Services Department, One Texas Center Fund.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing **DIRECTOR'S**
DEPARTMENT: for Financial and Administrative **AUTHORIZATION:** Vickie Schubert
Services; Public Works;

FOR MORE INFORMATION CONTACT: Elizabeth Sanchez, Buyer/974-3266

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Purchasing Cooperative.

MBE / WBE: N/A

This contract will provide for keyboard trays for approximately 260 offices and ergonomically-designed task chairs for 86 offices for the relocation of the Watershed Protection and Development Review; Transportation, Planning and Sustainability; and Human Resources Departments to One Texas Center. These departments will be relocating from leased facilities at Two Commodore Plaza, 206 E. 9th Street, and from 1011 San Jacinto to the City-owned One Texas Center. Modular furniture related to this move is being acquired under a separate RCA through the State contract. That contract does not allow for the purchase of keyboard trays or chairs. As a result, a separate contract with U.S. Communities is required.

Keyboard trays are an integral part of the modular furniture configuration. Of the modular workstations being purchased under the separate RCA approximately 240 require a new tray be purchased. In addition, of the 299 staff moving, 86 have task chairs that have greatly exceeded their useful life and are in need of replacement.

The relocation will provide significant rent savings. The rent at Two Commodore is \$21.62 per square foot and at San Jacinto is \$29.00 per square foot, while the rent at One Texas Center is \$16.17 per square foot. This resulting savings related to this move are in excess of \$500,000 per year. At this rate, the renovation and relocation project has a payback period of about 7 years.

The U.S. Communities Government Purchasing Alliance was established in cooperation with an Advisory Board of local government purchasing officials across the United States. It is sponsored by the National Association of Counties, the National Institute of Governmental Purchasing, the National League of



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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 dealer, Furniture Marketing Group, will provide and install the furniture for the manufacturer Haworth Inc.