



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

**AGENDA ITEM NO.:** 24  
**AGENDA DATE:** Thu 08/05/2004  
**PAGE:** 1 of 1

**SUBJECT:** Authorize execution of a contract through the State of Texas, Texas Building and Procurement Commission, with HAWORTH INCORPORATED, Austin, TX, and the authorized distributor FURNITURE MARKETING GROUP, Austin, TX for the purchase and installation of modular office systems for built-in cubicle arrangements including wall panels and modular office furniture for the Solid Waste Services Department in an amount not to exceed \$62,632.12.

**AMOUNT & SOURCE OF FUNDING:** Funding is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Solid Waste Services Department.

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

**REQUESTING** Purchasing  
**DEPARTMENT:** for Solid Waste Services;

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

**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

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This contract will provide for modular wall panels and modular office furniture to furnish 36 offices for the consolidation of staff to the Solid Waste Services Department (SWS) Southpark Office Complex lease facility located at 2100 East St. Elmo Road. Currently, employees whose primary function is code enforcement are located throughout various departments. Streamlining this function and consolidating these positions into a unified division will allow the City to be more responsive to our customers. The consolidation of "Inspector" personnel positions from the Austin Police Department, Abandoned Vehicles Division, and Neighborhood Planning and Zoning Department with the Solid Waste Services Department will require the purchase of additional modular furniture to accommodate staff. These personnel positions are current positions and do not include any new positions. The projected move-in date for staff is October 1, 2004. Delivery is estimated at six weeks, which includes two weeks for installation.

Existing modular furniture will be utilized along with this modular furniture purchase to accommodate staff. The new items are compatible with the existing modular furniture and will allow for parts interchangeability, expansion and reconfiguration, which reduced costs significantly. The vendor provided an additional 7% discount on top of the State discount of 65% for a total discount of 72%.

The local authorized dealer, Furniture Marketing Group, will provide and install the furniture for the manufacturer Haworth Inc. Haworth is under contract with the Texas Building and Procurement Commission (TBPC) to supply modular furniture statewide as a result of a competitive bidding process through TBPC.