



Recommendation for Action

File #: 19-2598, **Agenda Item #:** 54.

8/22/2019

Posting Language

Authorize negotiation and execution of five cooperative contracts for furniture including installation and other related services with Haworth, Inc., Herman Miller Inc., Knoll Inc., Kimball Office Inc. and Trendway Corp., and their manufacturer approved distributors, for a term of two years for total contract amounts not to exceed \$3,400,000 divided among the contractors.

(Note: 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 no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

Public Works.

Fiscal Note

Funding in the amount of \$1,980,000 is available in the Fiscal Year 2018-2019 Operating Budget of Public Works. Funding for the remaining contract terms are contingent upon available funding in future budgets.

Purchasing Language:

Multiple cooperative purchase programs were reviewed for these goods and services. The Purchasing Office has determined that these contractors best meet the needs of the departments to provide the goods and services required at the best value for the City.

For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <<mailto:AgendaOffice@austintexas.gov>> or to Shawn Willett, at 512-974-2021 or shawn.willett@austintexas.gov <<mailto:shawn.willett@austintexas.gov>>.

Additional Backup Information:

The City seeks to develop cooperative contracts to purchase furnishings for newly leased spaces and renovated facilities for multiple divisions of Public Works. The existing furniture in many of these locations is decades old. Items needed include cubicles, chairs, desks, and other basic office furnishings. In addition to the purchase of furniture, the contract will include installation and other services required to deliver the furniture.

The City has existing contracts for the purchase and installation of furniture; however, they did not contemplate projects of this size, so this request is being made separately. Contractors will provide office furniture that is certified to meet furniture emissions standards that focus on reducing indoor air emissions from furniture and furniture related products. Sustainable office furniture can protect the health of building occupants by limiting

emissions of harmful chemicals which have been linked to allergies, asthma and other illnesses.

These contracts allow orders to be placed directly through the manufacturers or through any of their locally authorized resellers. Whenever available, local resellers will be utilized for furniture delivery and installation services. Local resellers for these manufacturers include:

- Facilities Resource, Inc. (WBE), Austin, TX
- Furniture Marketing Group, Inc., Austin, TX
- SKG, Austin, TX
- Workplace Resource LLC (HUB), Austin, TX

Use of cooperative agreements saves taxpayer dollars by leveraging large volume buying power to drive down costs on hundreds of contracts through a streamlined process. The requested authorization amount for these contracts is based on estimates for upcoming planned projects. The actual spend in future years will be based on the departments approved budget each fiscal year.