



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 3/7/2017

District I

Item Creation Date:

E26168 - Modular Furnishings, Furniture, and Installation Services

Agenda Item#: 14.

Summary:

CONTRACT RESOURCE GROUP, LLC for Purchase of Modular Furnishings, Furniture and Installation Services at the Ardmore Facility from the State of Texas Procurement and Support Services Contract through the State Cooperative Purchasing Program for the Houston Health Department - **DISTRICT I - GALLEGOS**

This item should only be considered after passage of Item 13 above

Background:

S05-E26168 - Approve the purchase of modular furnishings, furniture, and installation services in the total amount of \$290,989.79 from the State of Texas Procurement and Support Service Contract for the General Services Department.

Specific Explanation:

The Director of the General Services Department and the Chief Procurement Officer recommend that City Council approve the purchase of modular furnishings, furniture, and installation services in the total amount of **\$290,989.79** from the State of Texas Procurement and Support Services Contract through the State Cooperative Purchasing Program for the General Services Department and that authorization be given to issue a purchase order to the State contract supplier **Contract Resource Group LLC**.

This project is for the build-out of office suites at the Ardmore facility for the Houston Health Department's Environmental Permits Office, with shared common areas, including a lobby, conference rooms, a training area, a break room, and file storage. The purchase and installation will be for approximately 50 employees in 26 modular workstations in open work areas and in 13 offices.

The furniture will come with the manufacturer's standard warranty and the life expectancy is 10 to 15 years. The contractor will be required to provide all labor, materials, parts, tools, and transportation necessary to furnish and install the modular workstations.

M/WBE Participation:

Zero-percentage goal document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Capital Project Information

See attached Form A

Estimated Fiscal Operating Impact

There is no estimated impact to the operating and maintenance costs as a result of this CIP project. Therefore, no Fiscal Note is required as stated in the Financial Policy Ord. 2014-1078.

Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority Signature

Amount of Funding:

\$290,989.79

Public Health Consolidated Construction Fund (4508)

Contact Information:

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ATTACHMENTS:

Description

CRG Fair Campaign Ordinance
E26168 Form B
E26168 Form A
E26168 CRG Tax Report
Goal Mod. Req. Form-

Type

Backup Material
Backup Material
Financial Information
Backup Material
Backup Material