



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 9/14/2021

ALL

Item Creation Date: 8/2/2021

E29997 - Furniture, Installation, and Related Services - MOTION (AFMA, Inc. dba Core Office Interiors)

Agenda Item#: 10.

Background:

S21-E29997 - Approve the purchase of furniture, installation, and related services from AFMA, Inc. dba Core Office Interiors through OMNIA Partners Purchasing Cooperative in the total amount of \$149,504.16 for the Legal Department.

SPECIFIC EXPLANATION:

The City Attorney and the Chief Procurement Officer recommend that City Council approve the purchase of furniture, installation, and related services from **AFMA, Inc. dba Core Office Interiors** through OMNIA Partners Purchasing Cooperative in the total amount of **\$149,504.16** for the Legal Department, and that authorization be given to issue a purchase order.

The scope of work requires the vendor to furnish, install and deliver Allsteel and HON branded furniture which includes high-back conference chairs, rectangular conference tables, credenzas, free-standing frameless walls, and variety of door hardware, tiles, and finishes for the Law Library conference room buildout located on the 4th floor of the City Hall Annex. This purchase includes an architectural floorplan design within the new space of the department's Law Library.

AFMA, Inc. dba Core Office Interiors is an authorized dealer for both Allsteel contract nos. (R191802) and HON (R191804) through the OMNIA Partners Purchasing Cooperative. Additionally, the vendor negotiated the standard tier discount from 58.8% to 67.5% for products and extended their pricing beyond sixty days for delivery directly from manufacturer.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services [from a cooperative purchasing program or organization] satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE 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/Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

Funding for this item is included in the FY2022 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

9/10/2021

DocuSigned by:

Jerry Adams

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Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Signature

Estimated Spending Authority			
DEPARTMENT	FY2021	OUT YEARS	TOTAL
Legal Department	\$149,504.16	\$0.00	\$149,504.16

Amount and Source of Funding:

\$149,504.16 – Property and Casualty Fund (1004)

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
Laura A. Guthrie	FIN/SPD	(832) 393-8735
Deidra Penny	LEGAL	(832) 393- 6246

ATTACHMENTS:

ATTACHMENTS:

Description

COF - Fund 1004
Ownership Form
Conflict of Interest
Drug Forms
Insurance Forms
Form B - GSD Furniture Approved
Allsteel Special Agreement Pricing
Allsteel Beyond Walls
HON Discount Pricing
Allsteel Discount Pricing
Quote 6164 \$80,265.22
Quote 6126 \$69,238.94
CPO Approved
Form B - Furniture
Cooperative Justification Form
Cleared Tax Report - Core Office Interiors
OBO Approved Waiver
Funding Verification

Type

Financial Information
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Signed Cover sheet
Backup Material
Financial Information