



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/10/2023

District I

Item Creation Date: 10/3/2023

E32943 - Map Room Custom Millwork (My Unique Office) - MOTION

Agenda Item#: 5.

Background:

E32943 – Approve Spending Authority in the amount not to exceed \$120,008.00 for the purchase of custom millwork and casework services for the Houston Public Library Julia Ideson Building Map Room from My Unique Office through the Interlocal Agreement for Cooperative Purchasing with the Texas Local Government Purchasing Cooperative (BuyBoard) for the General Services Department on behalf of the Houston Public Library.

Specific Explanation:

The Director of the General Services Department and The Chief Procurement Officer recommend that City Council approve spending authority in the amount not to exceed **\$120,008.00** for the purchase of custom millwork and casework services for the Houston Public Library Julia Ideson Building Map Room and that authorization be given to issue purchase orders with the Texas Local Government Purchasing Cooperative (BuyBoard) contractor **My Unique Office**.

This project will display rare maps at the Julia Ideson Building. The millwork must be custom due to the non-standard sizes and shapes of the displayed material. The scope of work requires the contractor to provide all labor, materials, and supplies to complete the custom millwork.

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.

M/WBE Subcontracting:

M/WBE 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 FY24 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

10/5/2023

DocuSigned by:

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Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

Estimated Spending Authority:			
Department	FY2024	Out Years	Total
Library	\$120,008.00	\$0.00	\$120,008.00

Amount and Source of Funding:

\$120,008.00
 General Fund
 Fund 1000

Contact Information:

Jedediah Greenfield, Chief Procurement Officer
 Finance Department
Phone: (832) 393-9126

ATTACHMENTS:

Description	Type
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Fiscal Form A
Ownership Form
MWBE Goal Waiver
Cooperative Justification Form
Scope of Work
SAP Attachments

Financial Information
Backup Material
Backup Material
Backup Material
Backup Material
Financial Information