



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 7/19/2016

ALL

Item Creation Date: 5/20/2016

E25835 - Office Furniture - MOTION

Agenda Item#: 7.

### **Summary:**

**CONTRACT RESOURCE GROUP, LLC - \$471,257.96 and MITY LITE - \$35,885.42** for Office Furniture from the State of Texas Procurement and Support Service Contract through the State Cooperative Purchasing Program for Various Departments - **\$507,143.38**- General, Enterprise and Other Funds

### **Background:**

**S05-E25835 - Approve the purchase of office furniture in the total amount of \$507,143.38 from the State of Texas Procurement and Support Service Contract for various departments.**

### **Specific Explanation:**

The Chief Procurement Officer recommends that City Council approve the purchase of furniture in the total amount of **\$507,143.38** from the State of Texas Procurement and Support Service Contract through the State Cooperative Purchasing Program for various departments and that authorization be given to issue purchase orders to the State contract suppliers as shown below. This office furniture will be used to furnish offices at various City locations and will replace existing furniture that is worn beyond economical repair, as well as, provide furnishings to support existing and budgeted positions.

**Contract Resource Group LLC:** Approve the purchase of chairs, desks, credenzas, sofas, tables, filing cabinets, and modular workstations in the amount of \$471,257.96.

**Mity Lite:** Approve the purchase of chairs and desks in the amount of \$35,885.42.

Since July 2015, several less than \$50,000.00 purchases orders have been issued to Mity Lite. With the issuance of these purchase orders, the aggregate total spend to Mity Lite will exceed \$50,000.00; thus, requiring City Council approval.

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

Sections 271.081 through 271.083 of the Texas Local Government Code provide the legal authority for local governments to participate in the State of Texas Purchasing Program.

### **MWBE Participation:**

M/WBE Zero-percentage goal documents approved by the Office of Business Opportunity.

### **Hire Houston First:**

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

### **Fiscal Note:**

Funding for this item is included in the FY17 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policy Ord. 2014-1078.

John J. Gillespie, Chief Procurement Officer  
Finance/Strategic Procurement Division

Department Approval Authority Signature

**Amount of Funding:**

\$ 52,697.25 Maintenance Renewal and Replacement Fund (2105)  
\$ 63,809.97 General Fund (1000)  
\$ 7,448.73 Health Special Revenue Fund (2002)  
\$ 518.68 Swimming Pool Safety Fund (2009)  
\$262,260.66 Essential Public Health Services Fund (2010)  
\$ 8,003.42 Special Waste Transportation & Inspection Fund (2423)  
\$ 81,908.54 Federal State Local – Pass Through Fund (5030)  
\$ 2,580.00 Other Government – Grant Fund (5040)  
\$ 26,874.96 Federal Government – Grant Fund (5000)  
\$ 1,041.17 Workers Compensation Fund (1011)  
\$507,143.38 Total

**Contact Information:**

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**ATTACHMENTS:****Description****Type**

<u>E25835 Tax Report for CRG &amp; Mity Lite</u>	Backup Material
<u>E25835 Form B</u>	Backup Material
<u>E25835 Contract Resource Group Fair Campaign Form</u>	Backup Material
<u>E25835 Mity Lite Fair Campaign Form</u>	Backup Material
<u>E25835 - Office Furniture Grant Funding Verification Fund 5000 - BM</u>	Financial Information
<u>E25835 - Office Furniture Grant Funding Verification Fund 5030 - BM</u>	Financial Information
<u>E25835 - Office Furniture Grant Funding Verification Fund 5040 - BM</u>	Financial Information
<u>HHD Funding Docs</u>	Financial Information
<u>HHD funding doc</u>	Financial Information
<u>HHD funding doc</u>	Financial Information
<u>HR funding verification</u>	Financial Information
<u>E25835 RCA Funding Budget Request</u>	Financial Information
<u>E25835 MWBE 0% Approval</u>	Backup Material