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Title: CONSIDER APPROVING AMENDMENT NO. 3 TO PURCHASE AGREEMENT (C-22-202) AND PURCHASE ORDER (22300822) WITH GOFORTH & MARTI TO PURCHASE, DELIVER, AND INSTALL OFFICE FURNITURE FOR THE SECOND FLOOR OF CITY HALL AND APPROVING RESOLUTION NO. 24-011, "A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET, CITY MANAGER'S OFFICE DEPARTMENT, FOR THE PURCHASE OF CITY HALL OFFICE FURNITURE" (CITY COUNCIL)

Sponsors: Community Services

Indexes:

Code sections:

Attachments: 1. 1. Amendment No. 3 Goforth and Marti(951404.1)_PE, 2. 2. Exhibit A. GM Quote 206811 1st Floor Offices, All Wings, 3. 3. Exhibit A-1. GM Quote 216401 Misc. Add-ons, 4. 4. Exhibit A-2. GM Quote 218664 City Clerk ADA, 5. 5. Exhibit A-3 GM Quote 216328 Vets Sports Complex, 6. 6. Exhibit A-4 GM Quote 213153 Community Center, 7. 7. Exhibit A-5 GM Quote 222508 Council Offices, 8. 8. Exhibit 2 - Reso No. 24-011 - Budget Reso, Office Furniture

Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Tuesday, January 23, 2024

Consent

SUBJECT:

CONSIDER APPROVING AMENDMENT NO. 3 TO PURCHASE AGREEMENT (C-22-202) AND PURCHASE ORDER (22300822) WITH GOFORTH & MARTI TO PURCHASE, DELIVER, AND INSTALL OFFICE FURNITURE FOR THE SECOND FLOOR OF CITY HALL AND APPROVING RESOLUTION NO. 24-011, "A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET, CITY MANAGER'S OFFICE DEPARTMENT, FOR THE PURCHASE OF CITY HALL OFFICE FURNITURE" (CITY COUNCIL)

I. SUMMARY

Office furnishings on the second floor of City Hall have not been updated in more than 20 years, with many workspaces showing severe signs of wear and tear. Namely, the council member offices, council support staff workstations, and the council aide workstations all require upgrades.

On October 4, 2022, City entered into a purchase agreement with Goforth & Marti to deliver and install office furniture at City Hall. A subsequent Amendment No. 1 was entered into on June 20, 2023, for the fulfillment of various unforeseen changes to staff work areas that required modifications to the order. A second amendment was approved by City Council on September 19, 2023 to obtain furniture for the Community Center, Veterans Sports Complex, and the Clerk's Office. Now a third amendment is recommended for remaining offices on the second floor of City Hall supporting the City Council. Competitive bidding was not required under Carson's Municipal Code, as the city was able to utilize the competitive bidding exception under Sections 2611(g) for cooperative purchasing. **II.**

RECOMMENDATION

TAKE the following actions:

1. APPROVE Amendment No. 3 to the Purchasing Agreement by and between the City of Carson and Goforth & Marti to purchase, deliver, and install office furniture for the second floor of City Hall for a total additional contract sum not-to-exceed \$310,388.64 and a new total sum of \$1,757,061.02. (Exhibit No.1)
2. AUTHORIZE the Mayor to execute Amendment No. 3, following approval as to form by the City Attorney.
3. WAIVE further reading and ADOPT Budget Resolution No. 24-011, "A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET, CITY MANAGER'S OFFICE DEPARTMENT, FOR THE PURCHASE OF CITY HALL OFFICE FURNITURE."

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III. ALTERNATIVES

TAKE another action deemed appropriate by the City Council as allowed by law.

IV. BACKGROUND

Office furnishings on the second floor of City Hall have not been updated in more than 20 years, with many workspaces showing severe signs of wear and tear. Namely, the council member offices, council support staff workstations, and the council aide workstations all require upgrades. To remedy this circumstance, staff is recommending the purchase of new furnishings for these areas.

Through an existing contract and subsequent amendments in both Fiscal Years 2022-23 and 2023-24, Goforth & Marti (dba G/M Business Interiors) was solicited to provide the City a detailed quotation and design for City Hall second floor workspaces. Goforth & Marti operates under a cooperative purchasing contract that permits streamlined procurement via existing competitive bidding completed by other government agencies. By utilizing a pre-established governmental cooperative agreement with the Omnia Partners (Contract No. 2020000608), the City was able to receive a tremendous, discounted price on all furnishings and delivery/installation labor.

Section 2611(g) of the City's Municipal Code ("CMC") allows City, through its Purchasing

Manager, to dispense with competitive bidding processes to purchase materials, supplies, equipment, or services by utilizing a cooperative purchasing program engaged in by any local, county, State, or Federal public entity or entities, even if the contracts and implementing agreements entered into by the participating entity or association under those cooperative purchasing programs were not entered into pursuant to a process that resulted in the contract being awarded to the lowest responsible and responsive bidder under CMC 2610(i); provided, that the selected bidder was selected in compliance with the competitive bidding or proposal process requirements of any participating entity or association within three years of City's approval of the City contract entered into with the selected bidder via cooperative purchasing. The City Council has made a determination that the benefits to City of utilizing cooperative purchasing outweigh any incremental higher price that may be paid by City in certain instances as a result of not soliciting directly utilizing the lowest responsible and responsive bidder standard under CMC 2610(i).

On July 19, 2019, the City of Charlotte Department of Procurement issued RFP #296-2019-105 to establish a national cooperative contract for Furniture, Installation, and Related Products and Services. As the Principal Procurement Agency, it partnered with OMNIA Partners to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The City of Charlotte is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners.

The City's Purchasing Manager has determined that the City of Charlotte and OMNIA Partners cooperative purchasing bidding process complies with the requirements of Section 2611(g) of the CMC and therefore waived the formal bidding process for purchase of furniture for City Hall through that program. In connection therewith, on October 4, 2022, City Council approved a purchase agreement with Goforth & Marti to purchase, deliver, and install office furniture at City Hall. A subsequent Amendment No. 1 was approved on June 4, 2023, for the fulfillment of various unforeseen changes to staff workstations that required modifications to the order. A second amendment was approved by City Council on September 19, 2023 to obtain furniture for the Community Center, Veterans Sports Complex, and the Clerk's Office

Now, the proposed Amendment No. 3 will authorize the purchase, delivery, and installation of furniture for remaining offices on the second floor of City Hall supporting the City Council for a not-to-exceed cost of \$310,388.64, bringing the new total not to exceed amount to \$1,757,061.02.

The City's Purchasing Manager has determined this additional procurement from Goforth & Marti also complies with the cooperative purchasing requirements of Section 2611(g) of the CMC and therefore has again waived the formal bidding process for purchase of the desired additional furniture.

V. FISCAL IMPACT

Funds for this purchase were not included in the Fiscal Year 2023-24 adopted budget.

Therefore, staff is requesting an appropriation from the General Fund Reserve Fund Account No. 101-99-999-999-3601 in the amount of \$310,388.64 to City Manager's Office Furniture and Fixtures GL account 101-50-501-101-8007 to support this expense.

VI. EXHIBITS

1. Exhibit 1 - Amendment No. 3 to GM Purchasing Agreement (pgs. 4-11)
2. Exhibit A - GM Quote 206811 1st Floor Offices, All Wings (pgs. 12-148)
3. Exhibit A-1 - GM Quote 216401 Misc. Add-ons (pgs. 149-155)
4. Exhibit A-2 - GM Quote 218664 City Clerk ADA (pgs. 156-180)
5. Exhibit A-3 - GM Quote 216328 Vets Sports Complex (pgs. 181-209)
6. Exhibit A-4 - GM Quote 213153 Community Center (pgs. 210-336)
7. Exhibit A-5 - GM Quote 222508 Council Offices (pgs. 337-397)
8. Exhibit 2 - Budget Resolution 24-011 (pgs. 398-399)

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Prepared by: Dr. Robert Lennox, Assistant City Manager