



## Legislation Text

File #: 2022-502, Version: 1

### Report to Mayor and City Council

Tuesday, October 04, 2022

Consent

#### **SUBJECT:**

**CONSIDER RESOLUTION NO. 22-208, A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2022-23 BUDGET, CITY MANAGER'S OFFICE DEPARTMENT, FOR THE PURCHASE OF CITY HALL OFFICE FURNITURE (CITY COUNCIL)**

#### **I. SUMMARY**

Furnishings at City Hall have not been updated in more than 15 years with many staff using workstations that are antiquated, not matching, dirty or damaged, and challenged to meet the ergonomic conditions required for workplace safety. As such, staff is proposing the purchase of updated office furniture for selected 1<sup>st</sup> floor office spaces and lobby reception areas at City Hall.

Funding for this purchase is not currently allocated in the Fiscal Year 2022-23 operating budget, and staff is requesting a new appropriation from the General Fund Reserve to cover this expense in the amount of \$885,000.00. If approved, staff will also proceed with procurement to replace all carpeted areas on the 1<sup>st</sup> floor, albeit in a purchase separate from the furniture order being considered in this item. Competitive bidding was not required under the City's Municipal Code as City was able to utilize the competitive bidding excepts under Sections 2611(g) for cooperative purchasing.

#### **II. RECOMMENDATION**

TAKE the following actions:

1. WAIVE further reading and ADOPT Resolution No. 22-208, "A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2022-23 BUDGET, CITY MANAGER'S OFFICE DEPARTMENT, FOR THE PURCHASE OF CITY HALL OFFICE FURNITURE";
2. WAIVE the bidding requirements of the Carson Municipal Code (CMC) pursuant to Carson Municipal Code Sections 2611(e) (cooperative purchasing program);

3. AWARD and APPROVE the proposed Purchase Agreement with GOFORTH & MARTI, a California corporation doing business as G/M Business Interiors to deliver and install office furniture at City Hall in the amount not to exceed \$883,209.27; and
4. AUTHORIZE Mayor to execute the Purchase Agreement following approval as to form by the City Attorney.

### **III. ALTERNATIVES**

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

Furnishings at City Hall have not been updated in more than 15 years with many staff using workstations that are antiquated, not matching, dirty or damaged, and challenged to meet the ergonomic conditions required for workplace safety. As such, staff is proposing the purchase of updated office furniture for selected 1st floor office spaces and lobby reception areas at City Hall. Staff contacted several vendors who specialize in government office furnishings to obtain layouts for new cubical, office and lobby furniture. GOFORTH & MARTI, (dba G/M Business Interiors) provided staff with a detailed quotation, layout, and eligible cooperative contract to allow for streamlined procurement that utilizes existing competitive bidding completed in other government jurisdictions.

#### **Procurement**

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, provided that: (1) the selected bidder was selected in compliance with the competitive bidding or proposal process requirements of any participating entity or association; (2) the Purchasing Manager determines that the competitive bidding or proposal process utilized is at least the same as that contained in the City's Purchasing Ordinance ("Purchasing Ordinance"); and (3) the Purchasing Manager determines that, as a result of cooperative purchasing, the price of the materials, supplies, equipment, or services is likely to be lower than it would be if purchased directly by the City pursuant to the Purchasing Ordinance.

The City of Charlotte Department of Procurement issued RFP #296-2019-105 on July 19, 2019 to establish a national cooperative contract for Furniture, Installation, and Related Products and Services. The City of Charlotte, as the Principal Procurement Agency, has 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 (a "Participating Public Agency").

The City's Purchasing Manager has determined that the competitive bidding or proposal process utilized by the City of Charlotte is at least the same as that contained in the City's Purchasing Ordinance, and has further determined that the pricing obtained by the City of Charlotte for the procurement of office furniture is likely to be lower than it would be if purchased directly by the City of Carson pursuant to the Purchasing Ordinance (see attached contract no. 2020000608). Accordingly, the City is permitted to utilize and benefit from the competitive process engaged in by the City of Charlotte but only to the extent of the scope covered by the Omnia Partners Contract No. 2020000608.

Funding for this purchase is not currently allocated in the Fiscal Year 2022-23 operating budget, and staff is requesting a new appropriation from the General Fund Reserve to cover this expense in the amount of \$885,000.00. If approved, staff will also proceed with procurement to replace all carpeted areas on the 1st floor, albeit in a purchase separate from the furniture order being considered in this item.

## **V. FISCAL IMPACT**

The total cost for the workspace furniture replacement is estimated to be \$885,000. Funds for the project were not included in the Fiscal Year 2022-2023 budget; therefore, if the purchase agreement is approved by the City Council, the Fiscal Year 2022-2023 budget will need to be amended by \$855,000 via resolution no. 22-208 (Exhibit No. 1). **VI. EXHIBITS**

1. Resolution No. 22-208 (pgs. 4-5)
2. OMNI Partners, Public Sector Cooperative Contract No. 2020000608 (pgs. 6-81)
3. Purchase Agreement with GOFORTH & MARTI, a California corporation doing business as G/M Business Interiors (pgs. 82-230)

1.

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