



Legislation Text

File #: 2023-0365, Version: 1

Report to Mayor and City Council

Tuesday, June 06, 2023

Consent

SUBJECT:

CONSIDER APPROVAL OF AMENDMENT NO. 1 TO PURCHASE AGREEMENT (C-22-202) AND PURCHASE ORDER (22300822) WITH GOFORTH & MARTI, A CALIFORNIA CORPORATION DOING BUSINESS AS G/M BUSINESS INTERIORS TO DELIVER AND INSTALL OFFICE FURNITURE AT CITY HALL

I. SUMMARY

On October 4, 2023 City Council approved a purchase agreement with GOFORTH & MARTI (dba G/M Business Interiors) to deliver and install office furniture at City Hall. During the order fulfillment there were various unforeseen changes to staff work areas that required modification to the order. As a result, there is an increased cost of \$18,401.19 to accommodate these adjustments. Staff is requesting approval of Amendment No. 1 to the purchase agreement to complete the order.

Competitive bidding was not required under the City's Municipal Code as City was able to utilize the competitive bidding exception under Sections 2611(g) for cooperative purchasing.

II. RECOMMENDATION

1. AUTHORIZE and ALLOW the Purchasing Division to amend Purchase Order No. 22300822 to GOFORTH & MARTI for an amount not to exceed \$18,401.19
2. APPROVE Amendment No.1 to the Purchasing Agreement by and between the City of Carson and GOFORTH & MARTI to deliver and install office furniture at City Hall for a total contract sum not-to-exceed the amount of \$901,610.46. (Exhibit No.1)
3. AUTHORIZE Mayor to execute Amendment No. 1 following approval as to form by the City Attorney

III. ALTERNATIVES

TAKE any other action the City Council deems appropriate, consistent with the requirements of applicable law.

IV. BACKGROUND

On October 4, 2023, City Council approved a purchase agreement with GOFORTH & MARTI (dba G/M Business Interiors) to deliver and install office furniture at City Hall. During the order fulfillment there were various unforeseen changes to staff work areas that required modification to the order. As a result, there is an increased cost of \$18,401.19 to accommodate these adjustments. Staff is requesting approval of Amendment No. 1 to the purchase agreement to complete the order.

Changes to the original order included adjustment to cubical layouts multiple times to accommodate additional staff hires recently approved by City Council, changes in color and texture of panel fabrics to better coordinate with carpet installation, and additional seating options for lobby and staff office areas.

The original purchase agreement was funded by a budget amendment as the total contract amount was not budgeted at that time. The proposed increase will not require another budget amendment as sufficient funding exists in the City Manager's Fiscal Year 2022-2023 operating budget.

Procurement

By utilizing a pre-established governmental cooperative agreement with 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).

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 determined that the OMNIA Partners and City of Charlotte cooperative purchasing bidding process complies with the requirements of Section 2611(g) of the CMC and has therefore waived the formal bidding process for purchase of the furniture (see contract no. 2020000608 on file with the City Manager's Office). 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.

V. FISCAL IMPACT

There is no fiscal impact as there are sufficient funds within the City Manager's Office (CMO) Department Fiscal Year 2022-2023 operating budget to accommodate the proposed amendment costs. If approved, staff will initiate a transfer of \$18,401.19 from the CMO Professional Services account (101-50-501-100-6004) to the CMO Furniture & Fixtures account (101-50-501-101-8007). Per municipal code, this transfer amount is with the City Manager's approval authority.

VI. EXHIBITS

1. Amendment No.1 to GOFORTH & MARTI Purchasing Agreement (pgs. 4-11)
2. Quotation 206811 (pgs.12-148)
3. Change Order Quotation 216401 (pgs. 149-155)

1.

Prepared by: City Manager's Office