

Mayor and Council Communication

DATE: 09/13/22

M&C FILE NUMBER: M&C 22-0664

LOG NAME: 13P MULTI COOP FURNITURE DESIGN AND INSTALLATION MC LIBRARY

SUBJECT

(CD 6) Authorize Agreement with Library Interiors of Texas, LLC an Authorized Dealer for Various Manufacturers, Using Choice Partners Cooperative Contract No. 19/033MJ-16, BuyBoard Cooperative Contract No. 667-22 and The Interlocal Purchasing System Cooperative Contract No. 220303, for the Purchase, Design, and Installation of Furniture for the Library Department in a Combined Annual Amount Up to \$384,390.00 and Authorize Five Consecutive One-Year Renewal Options for the Same Annual Amount (2018 Bond Program)

RECOMMENDATION:

It is recommended that the City Council authorize agreements with Library Interiors of Texas, LLC an authorized dealer for various manufacturers, using Choice Partners Cooperative Contract No. 19/033MJ-16, BuyBoard Cooperative Contract No. 667-22 and The Interlocal Purchasing System Cooperative Contract No. 220303, for the purchase, design, and installation of furniture for the Library Department in a combined annual amount up to \$384,390.00 and authorize five consecutive one-year renewal options for the same annual amount.

DISCUSSION:

The Library Department approached the Purchasing Division to finalize an annual agreement to purchase, design and install furniture for the Far Southwest Branch Library and to continue after completion of the project to make purchases on an as-needed basis. After reviewing specifications and architectural designs, Purchasing staff researched procurement options and located various cooperative agreements with Library Interiors of Texas, LLC.

Library Interiors of Texas, LLC is able to provide the Library Department with furniture as well as installation and design, through the following cooperative contracts:

Cooperative Contract	Term Expiration
Choice Partners Contract No. 19/033MJ-16	May 14, 2023
BuyBoard Contract No. 667-22	March 31, 2025
TIPS Contract No. 220303	May 31, 2027

FUNDING: The maximum amount allowed under this agreement will be \$384,390.00, however the actual amount used will be based on the need of the department and available budget. The annual department allocation for this agreement is:

Department	Estimated Annual Amount	Funding
Library	\$384,390.00	2018 Bond Program Project 101658 Account 5330201

Funding is budgeted in the Library Department's 2018 Bond Program Capital Project for the purpose of funding the Far Southwest Library project. This project is included in the 2018 Bond Program. Available resources within the General Fund will be used to provide interim financing until debt is issued. Once debt associated with the project is sold, bond proceeds will reimburse the General Fund in accordance with the statement expressing official Intent to Reimburse that was adopted as part of the ordinance canvassing the bond election (Ordinance No. 23209-05-2018) and subsequent actions taken by the Mayor and Council.

COOPERATIVE PURCHASE: State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies any state law requiring that the local government seek competitive bids for the purchase of items. Choice Partners, BuyBoard, and TIPS Contracts are competitively bid to increase and simplify the purchasing power of government entities.

BUSINESS EQUITY: A M/WBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

RENEWAL OPTIONS: The agreement may be renewed for additional terms according to the cooperative agreement at the City's options to renew. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the 2018 Bond Program Fund for the Far Southwest Library project to support approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Library Department has the responsibility to validate the availability of funds.

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