

# Mayor and Council Communication

**DATE:** 11/12/24

**M&C FILE NUMBER:** M&C 24-0970

**LOG NAME:** 13P COOP BUSINESS INTERIORS MC PMD

**SUBJECT**

(ALL) Authorize Agreements with Facilitech, Inc dba Business Interiors Using Various Cooperative Agreements as an Authorized Dealer for Various Manufacturers for the Purchase, Design, and Installation of Furniture for All City Departments Housed at New City Hall for a Combined Amount Up to \$1,500,000.00 for the Initial Term and Authorize Four Consecutive One-Year Renewal Options for \$1,725,000.00 for Renewal 1, \$1,983,750.00 for Renewal 2, \$2,281,313.00 for Renewal 3, and \$2,623,509.00 for Renewal 4

**RECOMMENDATION:**

It is recommended that the City Council authorize agreements with Facilitech, Inc dba Business Interiors using various cooperative agreements as an authorized dealer for various manufacturers for the purchase, design, and installation of furniture for all City Departments housed at New City Hall for a combined amount up to \$1,500,00.00 for the initial term and authorize four consecutive one-year renewal options for \$1,725,000.00 for renewal 1, \$1,983,750.00 for renewal 2, \$2,281,313.00 for renewal 3, and \$2,623,509.00 for renewal 4.

**DISCUSSION:**

The Purchasing Division was approached by the Property Management Department (PMD) to procure an agreement for furniture and installation and design services for all City Departments housed at New City Hall. Facilitech, Inc. dba Business Interiors is the current provider of furniture as well as the installation and design at New City Hall. To ensure consistency and compatibility as additional or replacement furniture is purchased, staff recommends contracting with Facilitech, Inc. dba Business Interiors as an authorized dealer of various manufacturers for the purchase of furniture and installation and design using the cooperative contracts listed below. These agreements will be used for the purchase or replacement of furniture at New City Hall after the Future City Hall CMAR Agreement (CSCO 57973) has expired.

Manufacturer	Cooperative Name	Cooperative Reference	Cooperative Current Expiration Date	Cooperative Final Expiration Date
AllSeating Corporation	TIPS	210305	5/31/2026	5/31/2026
Andreu World Chicago	TIPS	220303	5/31/2027	5/31/2027
Egan Visual Corporation	OMNIA Partners	07-86	9/30/2025	9/30/2030
Enwork- ASSA Group DBA Enwork	OMNIA Partners	R191819	4/30/2025	4/30/2025
Fellowes	SOURCEWELL	#091423-FELL	12/4/2027	12/4/2030
Magnuson Group	OMNIA Partners	07-104	9/30/2025	9/30/2030
MooreCo Inc.	TIPS	230301	5/31/2028	5/31/2028
National Office Furniture (Kimball International)	OMNIA Partners	R191811	4/30/2025	4/30/2025
OFS Brands	SOURCEWELL	#091423-OFS	12/4/2027	12/4/2030
Special T	OMNIA Partners	07-122	9/30/2025	9/30/2030
Steelcase Inc.	SOURCEWELL	#091423-STI	12/4/2027	12/4/2030
Studio TK - TEKNION LLC	SOURCEWELL	#091423-TKN	12/4/2027	12/4/2030
Stylex Inc - Stylex Seating	TIPS	230301	4/31/2028	4/31/2028
The HON Company LLC.	BuyBoard	667-22	3/31/2025	3/31/2025
The HON Company LLC.	OMNIA Partners	R191804	4/30/2025	4/30/2025
Via Inc.	OMNIA Partners	07-128	9/30/2025	9/30/2030

**FUNDING:** The combined annual amount for the initial term of the agreements is up to \$1,500,000.00; however, the actual amount used will be based on the need of the department and available budget.

**RENEWAL OPTIONS:** The agreements may be renewed up to four (4) consecutive one-year renewal options for up to \$1,725,000.00 for renewal 1, \$1,983,750.00 for renewal 2, \$2,281,313.00 for renewal 3, and \$2,623,509.00 for renewal 4. 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.

**FURNITURE REQUESTS:** PMD has implemented a structured process and a designated form to address the purchase of furniture, installation and design services using this vendor for departments housed at City Hall. Departments shall submit a form using the New City Hall Facilities Management Routine Request which is found on the City intranet. Departments shall not purchase, design or install furniture at City Hall without

Property Management Department approval.

**SUCCESSOR CONTRACTS:** The City will initially use the BuyBoard, The Interlocal Purchasing System (TIPS), Sourcewell and OMNIA Partners (OMNIA) contracts listed above to make purchases authorized by this Mayor and Council Communication (M&C). In the event a BuyBoard, TIPS, Sourcewell and OMNIA cooperative contract is not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with a valid cooperative contract. If the City Council were to not appropriate funds for a future year, staff would stop making purchases when the last appropriation expires, regardless of whether the then-current purchase agreement has expired.

In the event a BuyBoard, TIPS, Sourcewell and OMNIA Partners cooperative agreement is not extended, but BuyBoard, TIPS, Sourcewell and OMNIA executes new cooperative agreement(s) with substantially similar terms, this M&C authorizes the City to purchase furniture and services under the new BuyBoard, TIPS, Sourcewell and OMNIA contract(s). If this occurs, in no event will the City continue to purchase furniture and services under the new agreement(s) for more than four (4) years without seeking Council approval.

**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. BuyBoard, TIPS, Sourcewell and OMNIA contracts are competitively bid to increase and simplify the purchasing power of government entities across the State of Texas. Information of publication of all cooperative purchasing agreements have been provided per the table below.

Cooperative Name	Solicitation Number	Cooperative Reference	Dates of Public Notices	Bid Opened
BuyBoard	RFP 667-22	667-22	7/21/2021, 7/22/2021, 7/28/2021, 7/29/2021	10/28/2021
OMNIA Partners	RFP 19-18	R191804	11/7/2019, 11/8/2019, 11/14/2019, 11/20/2019	12/11/2019
OMNIA Partners	RFP 19-18	R191811	11/7/2019, 11/8/2019, 11/14/2019, 11/20/2019	12/11/2019
OMNIA Partners	RFP 19-18	R191819	11/7/2019, 11/8/2019, 11/14/2019, 11/20/2019	12/11/2019
OMNIA Partners	RFP 24-22	07-86	6/14/2022, 6/21/2022	7/21/2022
OMNIA Partners	RFP 24-22	07-104	6/14/2022, 6/21/2022	7/21/2022
OMNIA Partners	RFP 24-22	07-122	6/14/2022, 6/21/2022	7/21/2022
OMNIA Partners	RFP 24-22	07-128	6/14/2022, 6/21/2022	7/21/2022
Sourcewell	RFP 091423	#091423-TKN	7/27/2023, 7/28/2023, 8/3/2023	9/14/2023
Sourcewell	RFP 091423	#091423-OFS	7/27/2023, 7/28/2023, 8/3/2023	9/14/2023
Sourcewell	RFP 091423	#091423-STI	7/27/2023, 7/28/2023, 8/3/2023	9/14/2023
Sourcewell	RFP 091423	#091423-FELL	7/27/2023, 7/28/2023, 8/3/2023	9/14/2023
TIPS	RFP 210305	210305	3/4/2021, 3/5/2021, 3/11/2021, 3/12/2021	4/16/2021
TIPS	RFP 220303	220303	3/3/2022, 3/10/2022	4/18/2022
TIPS	RFP 230301	230301	3/2/2023, 3/9/2023	4/21/2023

**BUSINESS EQUITY** - A business equity goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

This project will serve ALL COUNCIL DISTRICTS.

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the participating departments' Operating Funds to support approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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