



City Council Report

Date: March 19, 2018
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Purchase and Installation of 20 Workstations for the Signal Butte Water Treatment Plant as requested by the Water Resources Department
(Citywide)

Recommendation

Council is requested to approve the award as recommended.

The Water Resources and Business Services Departments, and Purchasing recommend authorizing the purchase using the State of Arizona cooperative contract with Goodmans Interior Structures at \$74,542.90.

Background / Discussion

Cubicles/workstations for employees are needed for the new Signal Butte Water Treatment Plant that will open in March/April 2018. The City uses standardized modular furniture for its workstations that are manufactured by Herman Miller. Water Resources, and Space Planning staff configured space and furniture requirements prior to working with Goodmans on the requirements and obtaining a proposal.

On 4/1/2013, Council approved using the contract with Goodmans (Contract No. 2013059) who is the only authorized Herman Miller dealer in the Phoenix area. Any projects that exceed \$25,000 are brought separately to Council for approval.

The State cooperative contract was competitively bid, meets procurement requirements and prices are competitive due to nationally based volume contract pricing. It is unlikely that competitive bidding would result in better pricing than through this cooperative contract. The State has extended the contract for six months until a new contract can be rebid.

Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2018149

Contracting Agency/Contract Number: State of Arizona/ADSP013-040689

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Funding Source: This purchase is funded in the Water Resources - Water Operations and Maintenance

AWARD RECOMMENDATION

Quantity 20 - New AO2 Workstations (Herman Miller) including delivery and installation per State of Arizona Contract ADSPO13-0400689 and Proposal No. 99210 dated 2/5/2018

Base	\$69,118.50
Estimated Sales Tax	<u>\$5,424.40</u>
Total	<u>\$74,542.90</u>