



City Council Report

Date: March 16, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Eighteen-Month Term Contract for Office Furniture Products and Millwork Services for Citywide Use as requested by the Parks, Recreation and Community Facilities Department (**Citywide**)

Recommendation

Council is requested to approve the award as recommended.

The Parks, Recreation and Community Facilities Department and Purchasing recommend authorizing the purchase using the State of Arizona cooperative contract with Arizona Correctional Industries, at \$75,000 annually, based on estimated usage.

Background / Discussion

This contract will provide millwork services for citywide departments as needed. The City currently utilizes our general contractors when soliciting millwork (cabinetry and countertops). By contracting directly with Arizona Correctional Industries (ACI), the City would reduce costs by avoiding markup fees on smaller projects that can be managed by City staff.

The City has contracts with several other contractors for Furniture Products and Services, but they do not provide millwork services. There are Job Order Contract contracts, however that would be the same as utilizing our general contractors and the City's costs and lead times would still be greater than if we contracted directly with ACI.

This contract is a State set aside program made available to the City as a cooperative contract. Purchasing does not believe going out for a formal bid would result in any cost savings to the City.

Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2020159

Contracting Agency/Contract Number and Expiration: State of Arizona/ADSP017-155057 through 10/31/2020

Local Consideration: Policy did not apply to this procurement method

Initial Contract Term: 18 Months

Possible Renewals: One-year renewal periods subject to State of Arizona, Administrative review and approval

Funding Source: Parks, Recreation and Community Facilities Department – Facilities Maintenance operating budget