



## Legislation Text

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**File #:** 16-1105, **Version:** 1

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Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract with Archi.txture, LLC, dba Catalyst Office, of Irvine, CA, for the purchase and delivery of Steelcase furniture with related accessories and services, on the same terms and conditions afforded to the National Joint Powers Alliance (NJPA), of Staples, MN, in an amount not to exceed \$350,000, inclusive of taxes and fees; and

Increase appropriations in the Airport Fund (EF 320) in the Airport Department (AP) by \$350,000. (District 5)

City Council approval is requested to enter into a contract with Catalyst Office, an authorized Steelcase dealer, for the purchase of furniture with related accessories and services to furnish four floors of office space located at the Long Beach Airport (Airport). Steelcase sells its products through authorized Steelcase dealers that are independently owned and operated. Catalyst Office is authorized to distribute Steelcase's products and related accessories and services, consistent with the terms and conditions afforded to NJPA.

Concurrently, under a separate agenda item, City Council authorization is requested to execute a lease for approximately 6,000 square feet of office space located at 4401 East Donald Douglas Drive. The newly leased space provides the Airport with much needed office space and allows for improved ADA-compliant accommodations. The work space is unfurnished and will require the purchase of new furniture, including delivery and installation services.

Additional furniture will also be required when improvements are made to the third and fourth floor of the Airport's historic terminal, located at 4100 East Donald Douglas Drive. After these floors are remodeled, existing furniture will be inadequate due to the floorplate's configuration and condition. Replacement of this aging furniture will provide a more ergonomic and efficient work space. Combining the furniture purchases allows for greater pricing discounts and provides uniformity of office spaces.

The Airport Department and Purchasing Division investigated procurement options and the National Joint Powers Alliance agreement with Steelcase Inc., was determined to provide the best discounted price. Additionally, this procurement method, as authorized under the City Charter, allows for timely acquisition and delivery from Catalyst, Inc. The NJPA contract was competitively bid in March 2015.

City Charter Section 1802 provides an alternative procurement method by permitting the City to purchase or otherwise obtain services, supplies, materials, equipment and labor with other

governmental agencies by purchasing under their contracts on a voluntary and selective basis, when authorized by a Resolution of the City Council.

This matter was reviewed by Deputy City Attorney Richard F. Anthony and by Budget Management Officer Rhutu Amin Gharib on November 10, 2016.

City Council action to adopt the attached Resolution is requested on December 13, 2016, to ensure timely procurement of office furniture for newly leased office space.

The total purchase amount will not exceed \$350,000, inclusive of taxes and fees. An appropriation increase is requested in the Airport Fund (EF 320) in the Airport Department (AP) in the amount of \$350,000, which will be offset by Airport operating revenue. There is no local job impact associated with this recommendation.

Approve recommendation.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ARCHI.TXTURE, LLC DBA CATALYST OFFICE FOR THE PURCHASE AND DELIVERY OF FURNITURE WITH RELATED ACCESSORIES AND SERVICES, THROUGH THE NATIONAL JOINT POWERS ALLIANCE (NJPA)

JESS L. ROMO, A.A.E.  
DIRECTOR, LONG BEACH AIRPORT

APPROVED:

PATRICK H. WEST  
CITY MANAGER