



# City of San Antonio

## Agenda Memorandum

**File Number:**17-1863

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**Agenda Item Number:** 4.

**Agenda Date:** 4/13/2017

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** City Wide

### **SUBJECT:**

Purchase of SAPD Ergonomic Chairs for PSAP Building

### **SUMMARY:**

This ordinance accepts the offer from Wittigs Office Interiors for the purchase of 85 Ergo Genesis ergonomic chairs in the amount of \$79,400.95 to be utilized by employees at the Public Safety Answering Point (PSAP) Building. Funding is available from the FY 2017 Adopted General Fund Budget.

### **BACKGROUND INFORMATION:**

In order to match the style of existing chairs at the Public Safety Answering Point building, the purchase was solicited through the TXMAS cooperative program. Two offers were received from local suppliers; 1) Gateway Printing & Office Supply, Inc. and 2) Wittigs Office Interiors. Staff recommends award to Wittigs Office Interiors, a certified Small Business Enterprise vendor.

The Public Safety Answering Point (PSAP) currently has requirements for additional chairs resulting from additional staff hires and the replacement requirement of existing chairs. PSAP currently has approximately 30 chairs that are no longer feasible for use due to age and repair issues. The Ergo Genesis chair model J3507 was first purchased in 2011 and is currently in use throughout the PSAP Building. The recommended replacement chair is an Ergo Genesis model I3507, built for intense use applications. These chairs are designed for users in 24 hour multi-shift workplaces and are specifically engineered with a steel plate, a reinforced mechanism, and high-density foam to withstand the rigors of 24/7 applications. The I3507 chair is designed to provide greater support and comfort to minimize leg, back and neck pain associated with requirements of a 24/7 work

environment. In workplace testing, these chairs have proven to prevent pain associated with extended sitting which can inhibit work productivity.

This is a one-time purchase valued at \$79,400.95 for 85 ergonomic chairs with a 5 year warranty. Funding is available from the FY 2017 Adopted General Fund Budget.

#### **ISSUE:**

The existing model J3507 chairs were purchased in 2011 and have reached the end of their service life. The replacement model I3507 chairs recommended for this purchase are an improved model built for intense use applications.

This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no APIs were applied.

Both offers were submitted from local vendors for this contract; therefore local preference was not applied.

The Veteran-Owned Business Program does not apply to good/supplies contracts, so no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, an alternative chair could be sought. This delay could impact the timeline requirement for replacement of unusable chairs and providing durable seating for the newly hired staff members.

#### **FISCAL IMPACT:**

The total cost for this one-time purchase is \$79,400.95. Funding is available from the FY 2017 Adopted General Fund Budget.

#### **RECOMMENDATION:**

Staff recommends approval of the offer from Wittigs Office Interiors for the purchase and delivery of 85 ergonomic chairs in the total amount of \$79,400.95. Wittigs Office Interiors is a certified Small Business Enterprise vendor.

This purchase was procured utilizing the TXMAS cooperative program and a Contracts Disclosure Form is not required.