



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		January 12, 2015		
Department:		Parks and Recreation		
Department Head		Amy Fortenberry		
Agenda Coordinator (include phone #): Teresa Shelstad ext: 7539				
CAPTION				
To approve the purchase of banquet chairs for the Plano Centre in the amount of \$319,020 from Mity-Lite, Inc. through an existing contract with TXMAS and authorizing the City Manager to execute all necessary documents.(TXMAS-2-711090)				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	2014-15	Prior Year (CIP Only)	Current Year	Future Years
				TOTALS
Budget		0	225,000	0
Encumbered/Expended Amount		0	0	0
This Item		0	-319,020	0
BALANCE		0	-94,020	0
FUND(S): CIVIC CENTER EQUIPMENT REPLACEMENT FUND				
<p>COMMENTS: Funding in the amount of \$225,000 was approved in the FY 2012-13 Budget in the Civic Center Equipment Replacement Fund for the purchase of banquet chairs for use in the Plano Centre. This funding has been carried-forward to the FY 2014-15 Budget. The overage, in the amount of \$94,020, will be covered by savings in the Civic Center Equipment Replacement Fund.</p> <p>STRATEGIC PLAN GOAL: Maintaining adequate furniture and equipment at the Plano Centre relates to the City's goals of a Financially Strong City with Service Excellence.</p>				
SUMMARY OF ITEM				
<p>The Department recommends the purchase of banquet chairs from Mity-Lite, Inc. by utilizing the TXMAS contract # 2-711090 in the amount of \$319,020. The City is authorized to purchase from the State Contract list pursuant to Chapter 271 Subchapter D of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items. (TXMAS-2-711090)</p>				
List of Supporting Documents: Memo			Other Departments, Boards, Commissions or Agencies	



Memorandum

Date: December 23, 2014
To: Teresa Shelstad, Buyer
From: Mark Jarrell, Plano Centre Manager
Subject: Award Recommendation – 2015-60-O Chairs for Plano Centre

It is the recommendation of Plano Centre to purchase three thousand (3,000) Ecquote Encore Chairs from Mity-Lite, Inc. through the TXMAS contract # 2-711090 in the amount of \$319,020.

In order to garner competition, Purchasing Division requested quotes from four vendors, (Mity-Lite, Inc. American Seating, Demco Interiors, and Austin Business Furniture) through two cooperative purchasing contracts (TXMAS and TASB/Buyboard). After evaluating vendor quotes and cooperative contracts, it was determined that Mity-Lite, Inc. provided the City with the most competitive pricing.

The total amount related to the funding of this contract is within the estimated expenditure, FY14-15 Civic Center Equipment Replacement Fund. Please review all documents and begin the necessary steps for the award of this contract.

Contract Purpose: To provide chairs for events at Plano Centre.

Non-approval Implication: Should approval be denied, Plano Centre would continue to use the current chairs that are showing wear and tear. The new chairs will complement the renovation at Plano Centre and provide aesthetically pleasing and comfortable chairs for our clients.