



## Legislation Details (With Text)

**File #:** R-2024-236    **Version:** 1    **Name:** DCM - Empire Office 2nd Floor Library Furniture Package  
**Type:** Resolution    **Status:** Passed  
**File created:** 6/19/2024    **In control:** Department of Design & Construction Management  
**On agenda:** 7/3/2024    **Final action:** 7/3/2024

**Title:** A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue A Purchase Order To Empire Office, Inc. For Office Furniture And Installation Services For The Broward County Library Second Floor Buildout Project, In An Amount Up To \$662,117.16, Based Upon The State of Florida Alternative Source Contract 56120000-24-NY-ACS Agreement, In Accordance With Section 38.41(C)(5) Of The Procurement Code. (Piggyback)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution for Empire.pdf, 2. COH 2nd Floor Library Spec Book ALT\_062024R.pdf, 3. COH 2nd Floor Library Floor Plan\_062024.pdf, 4. Piggyback Request Form.pdf, 5. Piggyback Checklist Hollywood.pdf, 6. CityofHollywood\_COI.pdf, 7. Empire ACS Vendor List.pdf, 8. Contractor and Reseller Information.pdf, 9. Florida Management Services ACS.pdf, 10. NY State ACS award Update.pdf, 11. NY State ACS Contract Award Notification.pdf, 12. NY State ACS Contractor Info.pdf, 13. NY State ACS Solicitation.pdf, 14. NY State Contract Award Specifics 20915.pdf, 15. NY State Base Contract 20915.pdf, 16. NY State Appendix A Standard Clauses 20915.pdf, 17. NY State Appendix C 20915.pdf, 18. NY State Appendix D 20915.pdf, 19. NY State Insurance Requirements 20915.pdf, 20. NY State Price List Update Instructions.pdf, 21. Term Sheet - Broward County Library Second Floor Buildout Project\_Empire Office, Inc. - PIGGYBACK.pdf

Date	Ver.	Action By	Action	Result
7/3/2024	1	Regular City Commission Meeting	adopt	Pass

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue A Purchase Order To Empire Office, Inc. For Office Furniture And Installation Services For The Broward County Library Second Floor Buildout Project, In An Amount Up To \$662,117.16, Based Upon The State of Florida Alternative Source Contract 56120000-24-NY-ACS Agreement, In Accordance With Section 38.41(C)(5) Of The Procurement Code. (Piggyback)

*Infrastructure & Facilities*

Staff Recommends: Approval of the attached Resolution.

**Explanation:**

The Department of Design and Construction Management (“DCM”) in the final phase of completion for this project and desires to procure and install office furniture equipment as part of the Broward County Library Second Floor Buildout Project (“Library Buildout Project”).

The DCM intends to use a piggyback procurement for this project which is currently under the State of Florida Division of Management Services. On June 28, 2023, furniture equipment and installation services were competitively bid by the State of New York Office for General Services Procurement Services under title group 20915 - Furniture, All Types issued on December 5, 2023 per contract award number 23295 (NYS Contract).

Subsequently an Alternate Contract Source (“ACS”) No. 56120000-24-NY-ACS Furniture, All Types (Contract) was accepted as a valid contract by Department of Management Services (Department). The State of Florida Department of Management Services (“Department”) has made purchases for furniture equipment and installation services under the NYS Contract pursuant to Alternate Contract Source (“ACS”) No. 56120000-24-NY-ACS. Furniture, All Types (“Contract”), between the Department and Affordable Interior Systems, Inc., effective December 5, 2023

Our office equipment vendor, Empire Office Inc. (“Empire”), is a corporation and authorized dealer for various furniture contractors/vendors under the ACS No. 56120000-24-NY-ACS (Contract). As an authorized dealer all their vendors are active contract holder of this agreement.

The current terms of the Contract is from December 5, 2023 through December 1, 2028; and the master contract has up to five years of renewals available. Empire has agreed to extend the same pricing to the City under the terms and conditions set forth in the Contract.

The period of performance during which the desired office furniture and installation services will be acquired is throughout the duration of the Library Buildout Project construction, which is estimated to be substantially complete by July 2024 which is within the valid contract period for these services.

According to Section 38.41(C)(5) of the Procurement Code allows the Chief Procurement Officer to procure, without formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof (“piggyback”), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above, and is based strictly on competitive bids, quotations, or competitive proposals, and not on any preference and such utilization of other governmental entities contracts shall be permitted only during the term of the other governmental entity’s contract.

the Director of DCM and the Chief Procurement Officer recommend that the City Commission approve and authorize the issuance of a Purchase Order to Empire for the provision of furniture and installation services for the Library Buildout Project, in an amount up to \$662,117.16.

**Fiscal Impact:**

Funding for this project was included in the amended FY 2024 Capital Improvement Plan, and is available in account number 334.149901.51900.563010.001285.000.000.

**Recommended for inclusion on the agenda by:**

Otis Thomas, Chief Procurement Officer

Jose Cortes, Director, Design and Construction Management

Gus Zambrano, AICP, Assistant City Manager/Sustainable Development