

Management Committee

Meeting date: November 8, 2017

For the Metropolitan Council meeting of November 8, 2017

Subject: General Office Products Sole Source for Office Cubicles and Furnishings
District(s), Member(s): All
Policy/Legal Reference: Council Procurement Policy
Staff Prepared/Presented: Paul Conery, Director, Budget and Operations, 651-602-1374
Division/Department: Regional Administration

Proposed Action

That the Metropolitan Council authorizes the Regional Administrator to approve the General Office Products Sole Source purchase orders in the amount not to exceed \$2,400,000 for the purchase of Open Plan System office cubicles and furnishings for the Robert Street Facility.

Background

In 2016 the Council competitively bid the purchase of new or refurbished office cubicles and furnishings for the 1st and 2nd floor of the Robert Street Facility. Although all three bids received met the functional needs of the Council, Open Plan Systems from General Office Products was selected as the lowest cost system. General Office Products is the only local distributor of Open Plan Systems.

Total purchases under this sole source designation from General Office Products for Open Plan Systems, which includes purchases already made for 1st and 2nd floor, will not exceed \$2,400,000.

Rationale

The original purchase of office cubicles and furnishings for the Robert Street Facility was competitively bid and awarded to General Office Products as the lowest cost vendor.

Thrive Lens Analysis

Stewardship and sustainability are promoted by purchasing less expensive reconditioned cubicles.

Funding

Funding is available in 2017 within existing expenditure authority.

Known Support / Opposition

None

