

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Apr 28, 2016

Action Requested By: Finance

Agenda Type: Resolution

Subject Matter:

Procurement Agreement

Exact Wording for the Agenda:

Resolution authorizing the City of Huntsville to participate in the National Purchasing Partners contract VH11405 for the purchase of Public Facility Interior Furnishings.

Note: If amendment, Please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

Associated Cost: _____

Budgeted Item: _____

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: *m Sargent*

Date: 4-26-16

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: **Finance**

Council Meeting Date: 4/28/2016

Department Contact: Cecilia Summers

Phone # 256-427-5060

Contract or Agreement: The National Purchasing Partners (NPP) membership contract

Document Name: 20160428(NPP)Res.Doc

City Obligation Amount:

Total Project Budget:

Uncommitted Account Balance:

Account Number:

Procurement Agreements

| | |
|-----------------|--------------------|
| Title 41 | Competitive |
|-----------------|--------------------|

Grant-Funded Agreements

| | |
|------------------|--------------------|
| Select... | Grant Name: |
|------------------|--------------------|

| Department | Signature | Date |
|---|----------------------|---------|
| 1) Originating | <i>M Sargal</i> | 4-18-16 |
| 2) Legal | <i>Mary C. Cates</i> | 4-18-16 |
| 3) Finance | <i>M Sargal</i> | 4-18-16 |
| 4) Originating | <i>M Sargal</i> | 4-18-16 |
| 5) Copy Distribution | | |
| a. Mayor's office (1 copies) | | |
| b. Clerk-Treasurer (Original & 2 copies) | | |
| | | |

RESOLUTION NO. 16-_____

WHEREAS participation in certain contracts executed by the National Purchasing Partners (NPP) program will allow the City of Huntsville non-binding and non-exclusive access to national contracts for various goods and services at no cost or contractual obligation to the City of Huntsville; and

WHEREAS §41-16-51(a)(16) of the Code of Alabama 1975, as amended, provides authority and procedures for participation in an approved purchasing cooperative; and

WHEREAS the Alabama Department of Examiners of Public Accounts has reviewed the competitive bid process utilized by NPP in Request for Proposals #1405 and subsequent award of Contract VH11405 for the purchase of Public Facility Interior Furnishings and found it consistent with Alabama statutory requirements for public contracts; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Huntsville, Alabama, hereby authorize the Mayor to participate in Contract VH11405 for the purchase of Public Facility Interior Furnishings.

ADOPTED this the 28th day of April, 2016

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 28th day of April, 2016

Mayor of the City of
Huntsville, Alabama



State of Alabama
Department of
Examiners of Public Accounts

Telephone (334) 242-9200
FAX (334) 242-1775

Ronald L. Jones
Chief Examiner

Mailing Address:
P.O. Box 302251
Montgomery, AL 36130-2251

March 16, 2016

Location:
Gordon Persons Building
50 North Ripley Street, Room 3201
Montgomery, AL 36104-3833

Mr. Jeffery A. Fussell
Purchasing Agent
City of Huntsville
P.O. Box 308
Huntsville, AL 35804

Dear Mr. Fussell:

We received your letter requesting a review of the competitive bid process utilized by the nationwide cooperative purchasing program known as National Purchasing Partners (NPP) for the contract awarded for the purchase of Public Facility Interior Furnishings (RFP #1405).

We reviewed the competitive bidding process utilized by NPP for the above mentioned contract and noted no matters that we felt were contrary to proper purchasing procedures or routine bidding practices. Also, this contract was awarded by the Public Procurement Authority, a governmental entity, based on competitive bids that complied with the requirements of laws of the State of Oregon.

Based on our review, we approve the competitive bidding process utilized by NPP for the contract awarded for the purchase of Public Facility Interior Furnishings (RFP #1405).

The *Code of Alabama 1975*, Section 41-16-51 only authorizes the purchases of goods utilizing purchasing cooperatives when certain conditions are met. However, it **does not** authorize purchases of services. Therefore, you are not authorized to use this purchasing cooperative for the purchase of services.

Prior to utilizing this purchasing cooperative, you must ensure your entity's compliance with the Alabama Competitive Bid Law. The *Code of Alabama 1975*, Section 41-16-51, requires that you verify that the goods are not at the time available on the state purchasing program, or that they are available at a price equal to or less than that on the state purchasing program. Additionally, you must verify that the purchase is made through a participating Alabama vendor holding an Alabama business license if such a vendor exists.

If we can be of further assistance, please let me know.

Sincerely,

Ronald L. Jones
CHIEF EXAMINER

RLJ/jh



HUNTSVILLE
The Star of Alabama

Jeffrey A. Fussell, CPPO, C.P.M.
Procurement Services
Finance Department

Mr. Ronald L. Jones, Chief Examiner
Department of Examiners of Public Accounts
P.O. Box 302251
Montgomery, AL 36130-2251
March 11, 2016

Dear Mr. Jones:

In accordance with the instructions found on your department's web site, I am requesting a review of the procedures of the cooperative purchasing organization known as National Purchasing Partners (NPP) in the solicitation and award of Contract Number VH11405 to DreamSeat. I have enclosed documentation of this particular solicitation to assist in your determination of compliance with all applicable Alabama public contracts laws.

If additional documentation is needed, contact information for NPP is provided below:

- National Purchasing Partners, Government Division
- 1100 Olive Way, Suite 1020
- Seattle, WA 98101
- Phone (877) 329-8847
- Fax (206) 515-5445
- E customerservice@nppgovernment.com

Thank you.

Jeffrey A. Fussell, CPPO, C.P.M.
Procurement Supervisor
City of Huntsville