

	PIGGYBACK AWARD RECOMMENDATION	
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<u>To:</u> Council Chair <u>Through:</u> Dave Somers, County Executive	<u>Date:</u> February 22, 2024
<u>From:</u> Purchasing Division	<u>Bidding Agency:</u> Washington State
<u>General Legislative Session:</u>	<u>Agency's Bid No:</u> 21422
<u>Product/Service:</u> Office Furniture and Services	<u>Agency's Bid Term:</u> 1/22/2023 – 1/21/2028
<u>Requestor/User Department:</u> Facilities	<u>Recommended Supplier:</u> Steelcase, Inc.
<u>Estimated Award Amount:</u> \$2,400,000.00	<u>Proposed Piggyback Term:</u> On-going Purchase

BRIEF DESCRIPTION:

The Facilities Department requests the use of a “piggyback” or “cooperative purchase” under SCC 3.04.220 utilizing a competitive bid issued and awarded by the Office of Washington State Department of Enterprise Services (DES). A Master Contract Usage Agreement (MCUA) between Snohomish County and the State of Washington authorizing cooperative purchases was approved by the County Council under Motion 13-245 and is currently in effect.

DES, through participation with NASPO, has negotiated and agreed to a Participating Addendum No. 21422 with Steelcase, Inc. a Michigan corporation dated and effective January 27, 2023. This Participating Addendum references Master Agreement No. MA3969 by and between State of Utah and Steelcase Inc. and is administered by NASPO. In the agreement, Steelcase Inc. offers 6 categories of products including but not limited to desks, seating, panels, etc., and provides for designated subcontractors to provide design, project management, and installation services.

The Facilities Department requires office furniture and related services on an ongoing basis. The estimated award amount is \$2,400,000 over the term of the agreement, which ends January 21, 2028.

AWARD AUTHORITY:

This piggyback award recommendation is before the County Council for approval to award in accordance with Snohomish County Code section 3.04.120, “Formal sealed bidding,” and section 3.04.140(3), “Award, execution, by whom,” which establishes the County Council as the award authority for contracts subject to bidding requirements greater than \$500,000. The County Council approves this recommendation and authorizes the County Executive to execute an agreement for the products/services describe above.

AWARD RECOMMENDATION:

The Director of Facilities endorses this award recommendation.

The Purchasing Manager has electronically reviewed and recommends this award on ECAF 2024-0270.

The County Executive has electronically reviewed and recommends this award on ECAF 2024-0270.

<u>Jared Mead</u>	<u>3/13/2024</u>
Council Chair	Date