



CITY COUNCIL AGENDA

COUNCIL ACTION: Approved on 3/28/2017

DATE: 3/28/2017 **REFERENCE NO.:** P-12018 **LOG NAME:** 13P17-0198 TREASURE TREE GIFT SHOP CBR PRD

CODE: P **TYPE:** NON-CONSENT **PUBLIC HEARING:** NO

SUBJECT: Authorize Non-Exclusive Purchase Agreements with Multiple Vendors for an Amount Up to \$235,000.00 to Supply Items for Resale at the Japanese Garden's Treasure Tree Gift Shop for the Park and Recreation Department (COUNCIL DISTRICT 7)

RECOMMENDATION:

It is recommended that City Council authorize Non-Exclusive Purchase Agreements with multiple vendors for an amount up to \$235,000.00 to supply items for resale at the Japanese Garden's Treasure Tree Gift Shop for the Park and Recreation Department.

DISCUSSION:

The Park and Recreation Department (PRD) will use these Agreements to purchase a variety of Asian-themed merchandise such as, but not limited to apparel, wind chimes, jewelry, greeting cards, books, crafts and dolls from various vendors for the Japanese Garden Treasure Tree Gift Shop for subsequent retail sale to the general public.

Since 1982 the Fort Worth Botanical Society (FWBS) has operated the Treasure Tree Gift Shop. Starting March 29, 2017, the PRD will assume this responsibility. Staff recommends continued use of most of the current vendors used by FWBS for purchases. Last year, FWBS spent approximately \$225,075.00 and made approximately \$477,801.00 in gross retail sales. All profits generated are spent on operating and improving the Botanic Garden and will continue under City operation.

PRICE ANALYSIS - This procurement is exempt from competitive bidding procedures, pursuant to Texas Local Government Code 252.022(a)(14) - goods purchased by a municipality for subsequent retail sale by the municipality. No guarantee was made that a specific amount of goods and services would be purchased. However, PRD estimates annual expenditures up to \$235,000.00 and certifies that vendors being awarded meet requirements.

ADMINISTRATIVE CHANGE ORDER - An administrative change order or increase may be made by the City Manager in the amount up to \$100,000.00 and does not require specific City Council approval as long as sufficient funds have been appropriated.

M/WBE OFFICE - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

AGREEMENT TERM - These Agreements, upon City Council approval, shall begin on March 29, 2017 and end on March 28, 2018.

RENEWAL OPTIONS – These Agreements may be renewed for up to four additional one-year terms at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

FISCAL INFORMATION/CERTIFICATION:

The approval of this action provides purchasing authority up to \$235,000.00, as specified. The Director of Finance certifies that funds are available in the current operating budget, as appropriated, of the Park

and Recreation Department. Prior to an expenditure being made, the requesting Department has the responsibility to validate the availability of funds.

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TO

Fund	Department ID	Account	Project ID	Program	Activity	Budget Year	Reference # (Chartfield 2)	Amount
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FROM

Fund	Department ID	Account	Project ID	Program	Activity	Budget Year	Reference # (Chartfield 2)	Amount
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Submitted for City Manager's Office by: Susan Alanis (8180)

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ATTACHMENTS

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