



City of Galveston

FINANCE DEPARTMENT STAFF REPORT

Date October 28, 2021

To: City Manager
Mayor and City Council Members

From: Michael W. Loftin
Assistant City Manager - Finance

Project location: N/A

Project: Amazon Services, LLC. Amazon
Business

Request: Consider approving purchases of operational supplies for fiscal year 2022 using a contract with Amazon Services, LLC. Amazon Business through the Omnia Partners purchasing cooperative.

Prior Council Action

City Council has previously approved purchases of operational supplies, city wide, using a cooperative contract with Amazon Services, LLC. Amazon Business through the Omnia Partners for FY 2018, FY 2019, FY 2020, and FY 2021.

Background

The City of Galveston is a member of the Omnia Partners cooperative purchasing program. It is co-sponsored by the National League of Cities, Nation Association of Counties, the United States Conference of Mayors, and the National Governors Association. The cooperative allows the city to utilize contracts that have been competitively procured in compliance with state purchasing requirements. Click the link to find out how this cooperative works: [Omnia Partners](#). Texas Government Code Section 791 authorizes local governments to contract, as much as possible, with other local governments and any agencies of the State of Texas.

The Omnia Partners purchasing cooperative is a National Institute of Government Purchasing (NIGP) accredited purchasing cooperative. The objective of a cooperative purchasing program is to provide a mechanism for local governments to pool their collective purchasing power. Purchasing cooperatives save money in two ways: the price of the product and/or in the administrative cost savings from advertising for a formal solicitation.





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Amazon Services, LLC. Amazon Business has a contract with Omnia Partners. They provide various operational supplies in the following categories: Office Supplies, Classroom, School, Art Supplies and Materials, Home Kitchen, Food, and Grocery, Books, Musical Instruments, Audio Visual and Electronics, Clothing, Higher Education Scientific Equipment and Lab Supplies, Animal Supplies, Equipment and Food, and other miscellaneous items. Using Amazon Business gives employees another resource for seeking the best value for the City of Galveston, for supplies necessary to daily operations. Amazon Business offers free Prime membership to its customers utilizing the Omnia Partners contract.

The contract numbers and terms are as follows:

- Contract MA35457 - Online Marketplace – 9/9/20 through 5/5/2025
- Contract R-TC-17006 - Online Marketplace for the Purchase of Products and Services– 1/19/2017 through 1/18/2022

Fiscal Impact Report

- Funding Source: Various City Accounts
- Estimated Total Costs: As provided through budgets adopted by City Council and administered by the City Manager.
- Term: FY 2022

Alternatives

Approve using the cooperative purchasing contract through Omnia Partners purchasing cooperative for Amazon Services, LLC. Amazon Business purchases.

Do not approve using the cooperative purchasing contract.

Staff Recommendation

Approve using the cooperative contract with Amazon Services LLC Amazon Business through the Omnia Partners purchasing cooperative.

Attachments

Select the link below to review contract documentation:

[Amazon Business Contract Documentation](#)

