



Amazon Prime Business

CITY COUNCIL

OCTOBER 6, 2025

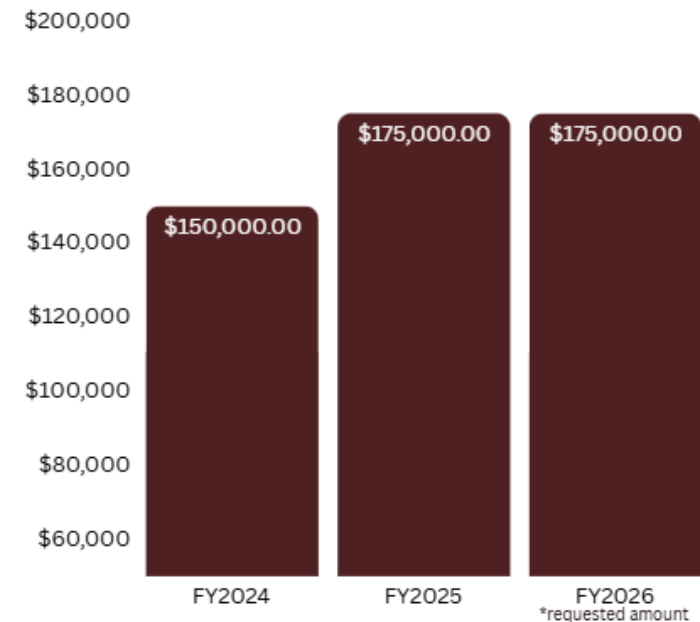
Purchasing Cooperative Overview

- State law allows Cooperative Purchasing Agreements to satisfy the need for competitive bidding, streamlining the procurement process.
- The Choice Partners cooperative contract for Amazon was competitively bid by a Texas local government entity, ensuring compliance and terms and conditions already negotiated with precautions for public entities, rather than relying on Amazon's standard commercial terms.
- The Choice Partners Amazon contract leverages tiered pricing and marketplace competition, meaning the City often receives below retail rates and can compare multiple vendors in real time.
- While the City previously leveraged the Omnia Partners cooperative contract for Amazon, the transition to Choice Partners offered identical pricing with an addition of a 0.25% rebate on all purchases.
- Choice Partners does not require the City to self-report purchases to receive the rebate. This is done automatically by Amazon, saving staff time and ensuring the maximum rebate.

Background

- Staff are not requesting an increase in authorization this year; the current authorization has been determined to be sufficient.
- Multiple cities leverage cooperative contracts for Amazon Marketplace including the City of Fort Worth, City of Grand Prairie, and City of Arlington
- While citywide Amazon usage has increased, it continues to replace spend with other retailers (e.g., Office Depot, Staples, etc.)

Annual Amazon Authorization



Amazon Prime Business Benefits

- Departments can search for items, compare prices across multiple marketplaces, and view quotes from various sellers to ensure competitive pricing
- Built-in policy and approval workflows for added security and authorization, reducing the risk of misappropriation
- Establish policies to automatically prioritize **local**, **small**, and **diverse** sellers
 - Organizational settings are customizable by the Purchasing Division, allowing us to highlight and guide staff to products from sellers in our city, county, and state
- Free same-day, one-day, or two-day shipping ensures quick delivery, reducing downtime and minimizing costly last-minute purchases
- Gain insights into spending patterns with detailed analytics and reporting tools

City Council Requested Action

Consider and take possible action on a minute order authorizing the purchase of products and services from Amazon Business through the Choice Partners Cooperative Contract (Contract No. 22/045KN-01) for Fiscal Year 2025-2026 in the amount of \$175,000. *(Staff Contact: Lauren Seay, Deputy Director of Administrative Services)*