

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of June 23, 2009**

ITEM # 19

**ITEM TITLE:**

Consider Approval to Piggyback on National Joint Powers Alliance (NJPA) Contract 202908-KII with KI Furniture for Office Furniture for Laney College Cashier/Financial Aid and DSPS Offices

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to piggyback on the National Joint Powers Alliance (NJPA) contract number 202908-KII for KI Furniture for office furniture for the Cashier/Financial Aid and DSPS offices, in the combined amount of \$209,377.28.

**ITEM SUMMARY:**

Contracts for renovation to these areas were awarded at the Board meeting of May 12, 2009, and new furniture will be required. These are approved modernization and short-term projects for Laney College.

Under Public Contract Code 20652, the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, may authorize the purchase of materials and equipment utilizing piggyback-able contracts. Since Laney College's furniture needs were not clearly defined, (as the offices are still under construction), the District had stipulated for Laney College to solicit piggyback-able quotes from several large furniture vendors. Laney College contacted three of the largest furniture vendors and invited them to meet with the architect (for the Financial Aid and DSPS office renovation projects), the construction manager (Consolidated CM), and Laney personnel to review furniture needs. Three to four meetings were held with the furniture vendors, architect, construction manager, Laney administrations, and end-users, to review the drawings for the office layouts and to review the electrical and data telecom locations. Each vendor was asked to design the furniture layout that would best fit the environment and to quote the furniture on their most competitive piggyback-able contract. Each vendor was also told to quote furniture of the same quality and comparable finishes as to the existing new academic and office furniture at Laney College.

**BACKGROUND/ANALYSIS:**

The three furniture vendors who submitted piggyback-able quotes were: KI Furniture, Steelcase (through One Workplace), and Allsteel (through Commercial Service Group). Following are the quotes that were received:

<b>Project</b>	<b>KI Furniture</b>	<b>One Workplace (Steelcase)</b>	<b>Commercial Service Group (Allsteel)</b>
Cashier/Financial Aid Furniture	\$89,424.92	\$91,413.94	No Quote
DSPS Furniture	\$119,951.36	No Quote	\$123,674.44
<b>Total</b>	<b>\$209,377.28</b>	N/A	N/A

By utilizing a piggyback-able contract, the District saves the time and expense of not having to competitively bid each project, yet at the same time receives a competitive price, because each piggyback-able contract is competitively solicited and awarded. Each of these vendors has access to different piggyback-able contracts, which they utilized to quote these projects. KI quoted this furniture under the NJPA contract 102908-KII, which provides for a larger discount for office furniture. KI's maximum discount offered for the combined project is 53% off list price. The District is a member of the NJPA and can purchase this furniture utilizing the NJPA contract 102908-KII. Laney College has reviewed the quotes and furniture brochures and feels the KI furniture best meets their needs. This furniture is the same quality and standard as the product lines previously purchased from KI for Laney, College of Alameda and Berkeley City College.

Below is a summary list of offices that will be furnished for the Cashier/Financial Aid and the DSPS offices:

<b>Cashier/Financial Aid and DSPS Furniture</b>	
<b>Site</b>	<b>Areas Furnished</b>
<b>Cashier/Financial Aid Offices</b> (Upper A Building)	(2) Offices (12) Workstations (2) Counter areas (8) Student work areas (1) Conference room
<b>DSPS Offices</b> (Upper E Building, Rooms E-251, 251A, 251B, 251C,251D, 251E, 251F, 253, 253A,253B, 259,260,260A, 260B,260C, 260D, 261, 261A, 261B)	(12) Offices (4) Workstations (2) Reception areas (1) Large storage area (1) Assessment office (1) Large computer lab to accommodate 20 computers (1) Alternative media center to accommodate 9 workstations

**ALTERNATIVES/OPTIONS:**

None

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended to piggyback on the National Joint Powers Alliance (NJPA) contract number 202908-KII for KI Furniture for office furniture for the Cashier/Financial Aid and DSPS offices, in the combined amount of \$209,377.28.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, Laney College, "Classroom and facilities repairs and grounds improvements."

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

Yes \_\_\_\_\_ No   X  

**COMMENTS:**

No additional comments.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Vice Chancellor Ikharo

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM?** YES \_\_\_\_\_ NO \_\_\_\_\_

**IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

This item will be reviewed by the Board Facilities and Land Use Planning Committee at the meeting of June 18, 2009.

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by: Sadiq B. Ikharmo Date: 6/16/09  
Dr. Sadiq B. Ikharmo  
Vice Chancellor for General Services

**DOCUMENT PRESENTED BY:**

Sadiq B. Ikharmo Date: 6/16/09  
Dr. Sadiq B. Ikharmo  
Vice Chancellor for General Services

**FINANCE DEPARTMENT REVIEW**

Finance review required  Finance review *not* required

If Finance review is required, determination is:  Approved  Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Thomas Smith Date: 6-17-09  
Thomas Smith  
Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required  Legal review *not* required

If Legal review is required, determination is:  Approved  Not Approved

Signature: Thuy T. Nguyen Date: 6/18/09  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda  Not Approved, but Place on Agenda

Signature: Elihu Harris Date: 6/17/09  
Elihu Harris, Chancellor