

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of December 15, 2009**

ITEM # 22

**ITEM TITLE:**

Consider Approval to Piggyback on National Joint Powers Alliance (NJPA) Contracts through One Workplace and KI Furniture for Furniture for Berkeley City College Phase II Build Out (Third and Fourth Floors)

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to authorize the District to piggyback on the two National Joint Powers Alliance (NJPA) contracts for furniture needs for the Berkeley City College Phase II Build Out (Third and Fourth Floors), in the total amount of \$304,125.25.

**ITEM SUMMARY:**

Following are the two requested piggybacks to National Joint Powers Alliance (NJPA) contracts for furniture needs for the Berkeley City College Phase II Build Out (Third and Fourth Floors), in the total amount of \$304,125.25:

- NJPA Contract #102908-KII with KI Furniture in the amount of \$139,367.30
- NJPA Contract #07Z00478 with Steelcase (thorough One Workplace), in the amount of \$164,757.95

The District is in the final stages of building out the third and fourth floors of Berkeley City College, and has identified needs for furnishing offices, classrooms and lounge/study areas. NJPA provides several competitively bid, piggyback-able contracts that community colleges can use for the purchase of academic and administrative furniture. These piggyback-able contracts save the districts' time and expense by not having to competitively bid each project. Both KI Furniture and Steelcase have piggyback-able contracts with NJPA. Under Public Contract Code Section 20652, the governing board of any community college district, without advertising for bids and when the board has determined it to be in the best interests of the district, may authorize by contract to purchase materials and equipment utilizing piggyback-able contracts. This process will save the time, cost and delivery/installation of the furniture and fixtures.

**BACKGROUND/ANALYSIS:**

Following are the areas in the third and fourth floor of Berkeley City College that require furniture:

<b>BCC Phase II Build Out—Offices and Classrooms</b>			
<b>Third Floor</b>		<b>Fourth Floor</b>	
<b>Room #</b>	<b>Description</b>	<b>Room #</b>	<b>Description</b>
341A	Teaching and Learning Area	421, 422, 423, & 424	Large Classrooms (50 persons per class)
341B	Meeting Room	431	Tiered Classroom (100 persons)
342 & 344	EOPS Office		
346	EOPS Double Office		
348	Study Area		
343	Distant Education Office		
345, 349, & 351	Meeting/Collaboration Rooms		
347, 353, 355	Faculty Offices (4-person offices)		
350	Hall		
352	Pace Office		
354	Pace Office		
356	IT Offices		
357	Audio Visual Office		
358	Kitchen		

The District contacted two of the largest furniture vendors, KI and Steelcase (through One Workplace, their dealer), who have piggyback-able contracts, and invited them to come in and meet with the BCC personnel (end-users and management staff), and the District Project Manager to review BCC's furniture needs. Each vendor was asked to design the furniture layout that would best fit the environment and the College's functional needs and to quote the furniture on their most competitive piggyback-able contract. Both vendors were also told to quote the furniture that was of the same quality and comparable finishes as the existing academic and office furniture at BCC.

Both KI and Steelcase (through One Workplace), provided a competitive price quote based on the NJPA piggyback-able contracts. KI used the NJPA contract # 102908-KII and Steelcase used the NJPA contract # 07Z00478. Based on the NJPA contracts, the pricing for the furniture is established on a percentage discount off list price, and the discount varies in relation to the volume and style of furniture purchased. For KI Furniture, the discount varied from 50% to 57% off the list price, and for Steelcase the discount varied from 49% to 58% off the list price.

The District and the College reviewed both vendors' furniture renditions and decided to split the furniture between both vendors based on the functional needs of the College. KI was selected for the office spaces (to maintain the consistent look and feel of the offices on other floors) and Steelcase (through One Workplace) was selected for the open spaces and creative spaces. The below table shows each vendor's competitive price (based on their rendition of the area) and which vendor was selected for each area:

<b>BCC Phase II Furniture Quotes</b>			
<b>Room</b>	<b>Steelcase</b>	<b>KI</b>	<b>Comment</b>
341A and 341B	\$ 21,235.24	\$ 18,929.28	The College selected Steelcase's rendition over KI's for this group of rooms.
348	\$ 13,254.02	\$ 10,037.40	
350 (Hall)	\$ 3,321.76	No Quote	
421, 422, 423, 424	\$ 112,310.12	\$ 73,425.52	
<b>Subtotal</b>	\$ 150,121.14	\$102,392.20	
<b>Tax</b>	\$ 14,636.81	\$ 9,983.24	All quotes include installation fee.
<b>Total</b>	\$ 164,757.95	\$112,375.44	
<b>Room</b>	<b>Steelcase</b>	<b>KI</b>	<b>Comment</b>
342 and 344	\$ 9,369.00	\$ 6,921.56	The College selected KI's rendition over Steelcase for this group of rooms.
346	\$ 8,295.41	\$ 3,426.46	
343	\$ 5,279.40	\$ 6,032.49	
345, 349, and 351	\$ 4,360.85	\$ 4,106.88	All quotes include installation fee.
347, 353, and 355	\$ 50,279.60	\$ 43,018.58	
352	\$ 6,587.37	\$ 6,961.22	
354	\$ 5,000.32	\$ 4,812.68	
356	\$ 28,951.80	\$ 27,658.67	
357	\$ 4,726.91	\$ 3,314.01	
358 (Kitchen)	\$ 724.01	\$ 813.60	
431 (100 chairs)	\$ 33,919.34	\$ 19,920.00	
<b>Subtotal</b>	\$ 157,494.01	\$126,986.15	
<b>Tax</b>	Included	\$ 12,381.15	
<b>Total</b>	\$ 157,494.01	\$139,367.30	

The style and functionality between the two vendors varied based on their proposed rendition of the College's needs. For example for rooms 421-424, Steelcase quoted a pneumatic height adjusting chair, versus KI quoted a folding chair that nests, but does not have any height adjustments. The District recommends for Steelcase (through One Workplace) to provide \$164,757.95 worth of furniture, and KI to provide \$139,367.30 worth of furniture, for a combined total of \$304,125.25.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

By utilizing the NJPA contracts directly, the District saves time and the expense of not developing formal specifications and conducting a formal bid, yet still receives a competitive bid price. Approval is recommended to authorize the District to piggyback on the two National Joint Powers Alliance (NJPA) contracts for furniture needs for the Berkeley City College Phase II Build Out (Third and Fourth Floors), in the total amount of \$304,125.25.

**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, Berkeley City College, "Constructing/acquiring additional office space for faculty and professionals," and "Modification of classrooms throughout campus to increase student capacity."

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

YES \_\_\_\_\_ NO  X

**COMMENTS:**

All Board recommended contracts are subject to negotiation and execution by the Chancellor.

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

Vice Chancellor Ikharo

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

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

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**  
Prepared by: Sadiq B. Ikhano Date: 12-8-09  
Dr. Sadiq B. Ikhano  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**  
Sadiq B. Ikhano Date: 12-8-09  
Dr. Sadiq B. Ikhano  
Vice Chancellor of 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: \_\_\_\_\_ Date: \_\_\_\_\_  
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: 12/9/09  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**  
 Approved, and Place on Agenda  Not Approved, but Place on Agenda  
Signature: Elihu Harris Date: 12/9/09  
Elihu Harris, Chancellor