

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of July 17, 2012**

ITEM TITLE:

Consider Approval to Purchase Furniture for the Learning Center/Library Renovation Project at Merritt College through a Piggyback-able Contract with Commercial Services Group/Sam Clar

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to purchase furniture for the Learning Center/Library Renovation project at Merritt College in the amount of \$961,718.19 through a piggyback-able contract with Commercial Services Group/Sam Clar.

ITEM SUMMARY:

The furniture purchase will complement the major remodel of the Learning Center and Library at Merritt College. Included in the purchase will be shelving stacks for library books, furniture for conference rooms, computer labs, and associated support offices and student study rooms. In order to minimize the disruption of the college's Library and Learning Center functions and to adhere to the construction schedule, the furniture purchase must be approved at this Board meeting.

Under Public contract Code Section 26652, when the governing board of any community college district has determined it is in the best interest of the district, it may, without advertising for bids, authorize purchase of materials and equipment utilizing piggyback-able contracts. Two furniture vendors who have competitively bid piggyback-able contracts were requested to provide quotes for the Library and Learning Center at Merritt College. Both vendors met with the users and the College Furniture Selection Committee to determine which furniture best met the college's needs. The resulting quotes were as follows:

VENDOR	LOCATION	TOTAL BID
Commercial Services Group/Sam Clar	San Francisco, CA	\$961, 718.19
One Work Place	Milpitis, CA	\$709,067.03

Although the proposal from One Work Place was the lower of the two quotes, it was determined that approximately over \$250,000 worth of required equipment was omitted from the One Work Place bid, which would make the amount of the quotes comparable. The College Library and Learning Center Committee also determined that the package submitted by Commercial Services Group/Sam Clar, in the amount of \$961,718.19, best suited the needs for the Library and Learning Center, and recommended purchase of the required equipment from that vendor.

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, Merritt College, "Additional space for the college Learning Center," "HVAC in Library," "Repair and refurbish Library bathrooms," "Language listening lab in Library," "Group Study rooms in Library," "Program/Event space in Library," "Remodel ancillary staff rooms in Library," and "Equipment, technology upgrades, and facility and classroom improvements for the college's following programs: Science, Child Development, Communications, English as a Second Language at the Fruitvale Education Center, Art, Ceramics, Landscape Horticulture/Design, **Learning Center**, Liberal Arts, Music, Physical Education/Athletics, and Radiologic Science."

BACKGROUND/ANALYSIS:

Commercial Services Group/Sam Clar quoted under the following piggyback-able contracts: TCPN/Allsteel Contract #R4971 (TCPN is a national governmental purchasing cooperative), TCPN/Gunlocke Contract #R4859, CMAS (California Multiple Award Schedules) Contract #4-10-01-009B, FCCC (Foundation for California Community Colleges) Contract #CB#10-101 and NJPA (National Joint Powers Alliance) Contract #0529-10-KII.

DELIVERABLES AND SCOPE OF WORK:

This furniture purchase will include shelving stacks for library books, furniture for conference rooms, computer labs, and associated support offices and rooms.

ANTICIPATED COMPLETION DATE:

Approximately twelve weeks after the purchase order has been initiated and approved.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended to purchase furniture for the Learning Center/Library Renovation project at Merritt College in the amount of \$961,718.19 through

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 Ikhara

DOCUMENT PREPARED BY:

Prepared by: *Dr. Sadiq B. Ikharo* Date: July 5, 2012
Vice Chancellor for General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: *Dr. Sadiq B. Ikharo* Date: July 5, 2012
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: *Ronald Gerhard* Date: 7-12-12
Ronald Gerhard, Vice Chancellor of Finance

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 Thi Nguyen* Date: 7-12-12
General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: *José M. Ortiz* Date: 7-10-12
José M. Ortiz, Chancellor