

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of February 17, 2015**

**ITEM TITLE:**

Consider Approval to Purchase Furniture and Equipment for the staff offices and classrooms in the Barbara Lee Science and Allied Health Building at Merritt College from KI through a Piggyback Compliant Contract.

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to purchase furniture and equipment for the staff offices and classrooms in the Barbara Lee Science and Allied Health Building at Merritt College from KI through a piggyback compliant contract, in the amount not-to-exceed \$566,645.

**ITEM SUMMARY:**

The Foundation for California Community Colleges (FCCC) Administrative Services Agreement allows the District and any or all public agencies, public and private school districts, public and private colleges or universities Nationwide, or the Foundation, (collectively, "Participating Public or Private Agencies") to purchase Products at prices stated in the Request for Proposal (RFP) #13-002. As permitted under this agreement and under Public Contract Code 20652, the District, without advertising bids, will purchase furniture and equipment utilizing this piggyback-able FCCC Contract #CB13-017 for the staff offices and classrooms in the Barbara Lee Merritt College Science and Allied Health Building from KI.

This purchase consists of chairs for classrooms and faculty offices, desks for classrooms and faculty offices, filing cabinets, wall mounted shelving and bookcases, mobile draws and pedestals, and lounge chairs and tables for the building common areas. The purchase of these specific items by District from KI is at a discounted price due to the previously established contract (FCCC) with the foundation.

The Chancellor recommends approval.

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

Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 03/04-45, Exhibit A-1, District-Wide Projects, "Equip classroom and campus facilities; technology upgrades and facility improvements."

**BACKGROUND/ANALYSIS:**

Merritt College administrators and the Department of General Services have completed their planning with KI and a quotation has been received and incorporated into this request. The purchase of the above equipment must be completed before May 2015 to furnish the new Barbara Lee Science and Allied Health Building. Once the District issues a purchase order to KI, the manufacturing, delivery, and installation of this furniture will require a time period of approximately three (3) months.

**DELIVERABLES AND SCOPE OF WORK:**

KI will provide furniture and equipment required in the staff offices and classrooms in the new Barbara Lee Science and Allied Health Building at Merritt College.

**ANTICIPATED COMPLETION DATE:**

The anticipated completion date is June 30<sup>th</sup>, 2015.

**ALTERNATIVES/OPTIONS:**

Not - Applicable

**EVALUATION AND RECOMMENDED ACTION:**

The administration recommends the approval of this furniture and equipment purchase for the Barbara Lee Science and Allied Health Building to meet the project deadline.

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

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

**COMMENTS:**

None

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)**

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**DOCUMENT PREPARED BY:**

Prepared by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

Date: December 23, 2014

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

Date: December 23, 2014

**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: Susan Rinne  
Susan Rinne, Interim 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 Thi Nguyen  
Thuy Thi Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: José M. Ortiz  
Dr. José M. Ortiz, Chancellor