



Monterey County

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Board Report

Legistar File Number: A 16-326

October 18, 2016

Introduced: 10/3/2016

Version: 1

Current Status: Agenda Ready

Matter Type: BoS Agreement

- a. Approve and Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to sign Amendment No. 1 to Agreement with Peninsula Business Interiors (PBI), adding one year and increasing the Agreement by \$305,000 for a new total Agreement amount of \$400,000 for the period November 1, 2015 through June 30, 2018; and
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to sign up to two future amendments to this Agreement where the total amendments do not exceed ten percent (10%) (\$9,500) of the original contract amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to sign Amendment No. 1 to Agreement with Peninsula Business Interiors (PBI), adding one year and increasing the Agreement by \$305,000 for a new total Agreement amount of \$400,000 for the period November 1, 2015 through June 30, 2018; and
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to sign up to two future amendments to this Agreement where the total amendments do not exceed ten percent (10%) (\$9,500) of the original contract amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

Monterey County Health Department (MCHD) has been using Steelcase furniture products in our offices and clinic locations for many years. MCHD has found benefit to having consistent standards for office and clinic furniture to better manage our inventory. Modular office products can be rearranged and reconfigured with minimal cost. The Steelcase product line is durable and Steelcase Inc. provides an extensive warranty on their product line. Steelcase, Inc. is an approved vendor with the National Joint Powers Alliance (NJPA). Peninsula Business Interiors (PBI) is the only local authorized furniture dealer for Steelcase products, located in Monterey County.

Approval of the recommended action will allow Peninsula Business Interiors (PBI) to provide the necessary office furniture and products such as free standing and/or open office panel systems, seating, storage cabinets, counters, shelving, chairs and workstation products, as well as product delivery, installation, and removal of existing furniture to meet the needs of Health Department future expansion projects. PBI will pay prevailing wages pursuant to Labor Code 1720 and comply with all of its requirements.

While this work is not directly in support of a Health Department strategic initiative, it is in

support of one or more of the ten essential public health services, specifically: 8) Assure competent public and personal health care workforce.

OTHER AGENCY INVOLVEMENT:

County Counsel, Auditor-Controller, and Risk Management have reviewed and approved this Agreement as to legal form, fiscal provisions, and insurance requirements, respectively.

FINANCING:

There are sufficient appropriations in the Health Department FY 2016-17 Adopted Budget for Clinic Services (001-HEA007-8096), Behavioral Health (023-HEA012-8410), Public Health (001-HEA003-8124) and Administration (001-HEA012-8438) to cover services and products. The Health Department will include this Agreement into its FY 2017-18 Requested Budget.

Prepared by: Frances Stevens, MA1 4532

Approved by: Elsa Jimenez, Director of Health, 4526

Attachments:

Amendment No.1 is on file with the Clerk of the Board
Agreement is on file with the Clerk of the Board