



# The County of El Dorado

## Chief Administrative Office

**Procurement & Contracts Division**

Phone (530)621-5830 Fax (530)295-2537

TO: ALL BIDDERS

RE: BID # 19-425-057  
OFFICE FURNITURE

The apparent low qualified bidders for the subject bid are:

Category I	Sierra Office System Products Inc. of Placerville, CA
Category II	Sierra Office System Products Inc. of Placerville, CA
Category III	Sierra Office System Products Inc. of Placerville, CA
Category IV	Sierra Office System Products Inc. of Placerville, CA
Category V (Ergotron)	Express Office Products Inc. of Rancho Cordova, CA
Category V (Workrite)	Sierra Office System Products Inc. of Placerville, CA

A spreadsheet is attached for your review.

This item is scheduled to be heard by the Board of Supervisors on Tuesday, 04/02/2019. Board of Supervisors Policy C-17, section 5.6.5, contains the procedure for the protest process. Copies are available upon request.

Following Board of Supervisors approval, a contract purchase order will be issued for the awarded period.

All bids are on file in the Procurement & Contracts Office, and are available to review between 8:00 a.m. – 12:00 p.m. and 1:00 p.m. – 5:00 p.m., Monday through Friday.

For questions, please contact Rick Blake, Sr. Buyer (530) 621-5873.

Thank you for your participation in the competitive bid process.

Purchasing Agent

**Bid # 19-425-057 Office Furniture- Category I - Maxon Evaluation\***

<u>Systems Furniture Product Discount</u>	Estimated Usage	(A) Sierra Office Systems Products, Inc. Placerville, CA		(B) Seats and Stations Roseville, CA		(C) Express Office Products, Inc. Rancho Cordova, CA	
	\$75,000.00						
Percentage off MSRP Discount		65%		77%		70.00%	
Product Sub-total		\$ 48,750.00		\$ 57,750.00		\$ 52,500.00	
		\$ 26,250.00		\$ 17,250.00		\$ 22,500.00	
<b><u>Design and Other Services</u></b>							
Hourly Design Services over 10 hours (based on 200 total hours)	200	\$0.00	\$0.00	\$95.00	\$19,000.00	\$25.00	\$5,000.00
Hourly Call Back for Technical Assistance (based on 20 total hours)	20	\$0.00	\$0.00	\$82.00	\$1,640.00	\$25.00	\$500.00
Hourly Rate for Installation / Assembly	100	\$87.50	\$8,750.00	\$82.00	\$8,200.00	\$100.00	\$10,000.00
Hourly Rate for Reconfiguration (based on 50 total hours)	50	\$87.50	\$4,375.00	\$82.00	\$4,100.00	\$100.00	\$5,000.00
Quick Ship Program Discount off List (based on \$1,000 in purchases)	\$1,000.00	0%	\$1,000.00	77%	\$230.00	72%	\$280.00
Storage of Product Over 30 days (based on 50 sq ft of area)	50	\$0.00	\$0.00	\$0.45	\$22.50	\$1.50	\$75.00
Subtotal		\$ 40,375.00		\$ 50,442.50		\$ 43,355.00	
Less: LVP 5%		5%	\$ (2,018.75)	0%	\$ -	0%	\$ -
Less Terms Discount		4%	\$ (1,615.00)	0%	\$ -	0%	\$ -
<b>Category I Bid Totals</b>		<b>\$ 36,741.25</b>		<b>\$ 50,442.50</b>		<b>\$ 43,355.00</b>	
*Evaluation is exclusive of sales tax		No Quick Ship Program Available Terms Discount = 4%/21 Days ARO 60 Days		Net 30 Days ARO 4-6 Weeks		Net 30 Days ARO 4-7 Weeks	

Bid # 19-425-057 Office Furniture - Category II - Office Master Chairs

\* Evaluation

				No Bid		
				(A) Sierra Office Systems Products, Inc. Placerville, CA	(B) Seats & Stations Roseville, CA	(C) Express Office Products, Inc. Rancho Cordova, CA
Bid Item	Unit of Measure	Description	Model #	Bid Price	Bid Price	Bid Price
<b>Chairs</b>						
1	Each	Paramount Series multi-function task chair w/ standard seat pan and back rest, no arms, w/ PC Mechanism	7780-PC Mech	\$375.00	\$349.05	\$0.00
2	Each	Paramount Series multi-function task chair w/ expanded seat pan and back rest, no arms, w PC Mechanism	7878-PC Mech	\$429.00	\$392.25	\$0.00
3	Each	Yes Series Mid Back, Multi-Function Exec chair, no arms, w/ PC Mechanism	YS84-PC Mech	\$309.60	\$279.93	\$0.00
4	Each	Discovery Back db Series Multi-Function Task chair, no arms, w/PC mechanism	DB74-PC Mech	\$387.00	\$365.85	\$0.00
5	Each	Classic Lab Stool, tilting back rest, back height adjustment, seat slider, Grande Spider package, no arms	CLS61	\$293.40	\$290.97	\$0.00
<b>Sub-total Chairs</b>				<b>\$1,794.00</b>	<b>\$1,678.05</b>	<b>\$0.00</b>
<b>Arm Kits</b>						
6	Each	Office Master Height & Width Adjustable T- Arms	KR-200	\$65.40	\$108.57	\$0.00
7	Each	Ultra Mobility Arm Kit w/ Memsoft arm pads	KR-251M	\$117.00	\$149.85	\$0.00
8	Each	Height and Width Adjustsable T-Arms w/ Smooth fore-aft, side to side	KR-445	\$105.00	\$140.25	\$0.00
<b>Sub-total Arm Kits</b>				<b>\$287.40</b>	<b>\$398.67</b>	<b>\$0.00</b>
<b>Additional Purchases</b>			Percentage OFF MSRP	40.00%	40.00%	0.00%
Additional Purchases: Percentage Off MSRP			\$1,000.00	\$600.00	\$600.00	\$0.00
<b>Sub-total Additional Purchase</b>				<b>\$600.00</b>	<b>\$600.00</b>	<b>\$0.00</b>
<b>SubTotal - Office Master</b>				<b>\$2,681.40</b>	<b>\$2,676.72</b>	<b>\$0.00</b>
Discount Terms				4%	0%	0%
				-\$107.26	\$0.00	\$0.00
Local Vendor Preference (5%)				5%	0%	0%
				-\$134.07	\$0.00	\$0.00
<b>Category II - Bid Totals</b>				<b>\$2,440.07</b>	<b>\$2,676.72</b>	<b>\$0.00</b>

**Bid # 19-425-057 - Office Furniture - Category III - Hon Furniture  
Evaluation\***

	<b>(A) Sierra Office Systems Products, Inc. Placerville, CA</b>	<b>(B) Seats &amp; Stations Roseville, CA</b>	<b>(C) Express Office Products, Inc. Rancho Cordova, CA</b>
Sample Accumulative Order at List Price	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
Percentage off MSRP	<b>45.00%</b> \$ (27,000.00)	<b>50.00%</b> \$ (30,000.00)	<b>45.00%</b> \$ (27,000.00)
Subtotal	\$ 33,000.00	\$ 30,000.00	\$ 33,000.00
Less: LVP 5%	5% -\$1,650.00	0% \$0.00	0% \$0.00
Less Terms Discount	4% -\$1,320.00	0% \$0.00	0% \$0.00
<b>Category III - Bid Totals</b>	<b><u>\$ 30,030.00</u></b>	<b><u>\$ 30,000.00</u></b>	<b><u>\$ 33,000.00</u></b>
<b>*Evaluation is exclusive of sales tax</b>	Terms Discount 4%/21 Days ARO 10-15 Working Days	Net 30 ARO 4-6 Weeks <b>Delivery ARO outside of Bid Specifications</b>	Net 30 ARO 2-5 Days

**Bid # 19-425-057 - Office Furniture - Category IV - PL Furniture Evaluation\***

		<b>(A) Sierra Office Systems Products, Inc. Placerville, CA</b>		<b>(B) Seats &amp; Stations Roseville, CA</b>		<b>(C) Express Office Products, Inc. Rancho Cordova, CA</b>	
Sample Accumulative Order at List Price		\$ 20,000.00		\$ 20,000.00		\$ 20,000.00	
Percentage off MSRP		<b>55.00%</b> (\$11,000.00)		<b>63.00%</b> (\$12,600.00)		<b>56.00%</b> (\$11,200.00)	
Subtotal - Product		<b>\$9,000.00</b>		<b>\$7,400.00</b>		<b>\$8,800.00</b>	
<b>Delivery / Assembly / Install charges</b>		<b>Trips</b>					
Round trip Charges from Vendors place of business to all West Slope Locations (Placerville, Shingle Springs, Diamond Springs, Zip Codes: 95667, 95682, 95619)		10	\$ 110.00	\$ 1,100.00	\$ 212.00	\$ 2,120.00	\$ 80.00 \$ 800.00
Round trip Charges from Vendors place of business to all East Slope Locations (South Lake Tahoe, Zip Code: 96150)		5	\$ 175.00	\$ 875.00	\$ 353.00	\$ 1,765.00	\$ 160.00 \$ 800.00
		<b>HRS</b>					
Hourly Rate for Assembly / Install (one man, one hour)		15	\$ 55.00	\$ 825.00	\$ 57.75	\$ 866.25	\$ 45.00 \$ 675.00
<b>Subtotal - Delivery/Assemble/Install</b>		<b>\$ 2,800.00</b>		<b>\$ 4,751.25</b>		<b>\$ 2,275.00</b>	
<b>Total- Product/Delivery/Assembly/Install</b>		<b>\$ 11,800.00</b>		<b>\$ 12,151.25</b>		<b>\$11,075.00</b>	
Less: LVP 5%		5.00%	\$ (590.00)	0%	\$ -	0%	\$ -
Less Terms Discount		4.00%	\$ (472.00)	0%	\$ -	0%	\$ -
<b>Category IV - Bid Totals</b>		<b>\$ 10,738.00</b>		<b>\$ 12,151.25</b>		<b>\$11,075.00</b>	
<b>*Evaluation is exclusive of sales tax</b>		Terms Discount 4%/21 Days ARO 10-15 Working Days (Regular Wage Evaluated)		Net 30 ARO 2-3 Weeks (Regular Wage Evaluated)		Net 30 ARO 5-10 Days (Regular Wage Quoted)	

Bid # 19-425-057 Office Furniture - Category V - Ergonomic Solutions  
 \* Evaluation

				(A) Sierra Office Systems Products, Inc. Placerville, CA	(B) Seats and Stations Roseville, CA	(C) Express Office Products, Inc. Rancho Cordova, CA	
Unit of	Bid Item	Measure	Description	Model #	Bid Price	Bid Price	Bid Price
<b>Category V - Ergotron: WorkFit</b>							
	1	Each	Ergotron Work Fit-A Sit Stand Workstation with suspended keyboard, single monitor 24" or less (5-15lbs)	24-390-026	\$0.00	\$526.50	\$614.92
	2	Each	Ergotron Work Fit-A Sit Stand Workstation with suspended keyboard, dual monitor 24" or less (12-18lbs)	24-392-026	\$0.00	\$574.15	\$676.29
	3	Each	Ergotron WorkFit-S Sit Stand Workstation with work surface+, suspended keyboard, single monitor 24" or less (25lbs or less)	33-350-200	\$0.00	\$593.00	\$637.32
	4	Each	Ergotron WorkFit-S Sit Stand Workstation with work surface+, suspended keyboard, dual monitor 24" or less (25lbs or less)	33-349-200	\$0.00	\$645.73	\$723.47
	5	Each	Ergotron Tall User Kit for WorkFit-S and WorkFit-A workstations with dual monitors	97-615	\$0.00	\$98.85	\$88.00
<b>Sub-total Ergotron products</b>					<b>\$0.00</b>	<b>\$2,438.23</b>	<b>\$2,740.00</b>
<b>Ergotron: Delivery / Install Charges</b>							
		Trip	Round trip Charges from Vendors place of business to all West Slope Locations (Placerville, Shingle Springs, Diamond Springs, Zip Codes: 95667, 95682, 95619)		\$0.00	\$245.00	\$80.00
		Trip	Round trip Charges from Vendors place of business to all East Slope Locations (South Lake Tahoe, Zip Code: 96150)		\$0.00	\$407.00	\$160.00
		Hour	Hourly Rate for Assembly / Install (one man, one hour)		\$0.00	\$82.00	\$45.00
<b>Sub-total Ergotron Delivery/Install</b>					<b>\$0.00</b>	<b>\$734.00</b>	<b>\$285.00</b>
<b>Ergotron: Additional Purchase Discount</b>							
			"ISE": Percentage off MSRP , Based on \$1,000.00 in additional purchases	\$1,000.00	0%	35%	48%
			<b>Sub-total Ergotron Additional Purchases</b>		<b>\$0.00</b>	<b>\$3,822.23</b>	<b>\$3,545.00</b>
<b>Payment Discount Terms / Local Vendor Preference</b>							
			Prompt Payment Discount Terms		0%	0%	0%
<b>Category V - Bid Totals - Workrite</b>					<b>No Bid</b>	<b>\$4,901.63</b>	<b>\$3,025.00</b>
				<b>No Bid - Ergotron</b>	Net 30 ARO 4-6 Weeks	Net 30 ARO 5-10 Days	

Bid # 19-425-057 Office Furniture - Category V - Ergonomic Solutions

\* Evaluation

				(A) Sierra Office Systems Products, Inc. Placerville, CA	(B) Seats and Stations Roseville, CA	(C) Express Office Products, Inc. Rancho Cordova, CA
Unit of	Measure	Description	Model #	Bid Price	Bid Price	Bid Price
<b>Category V - Workrite</b>						
5	Each	Workrite Banana Board System: Mouse-Forward platform, left or right mousing, Platform Dimensions: 19w x 13d; Sliding Mouse Tray: 8w x 4/8.5d w/ Pinnacle 2 Adjustable Arm (#3170-22TG)	2128-22	\$292.80	\$170.80	\$0.00
6	Each	Workrite Universal Ultra-Thin Platform, right or left handed mousing, removable LeatheRite palm support: Dimensions: 27.75w x 11.5d Platform Color: Black Palm Support Color: Midnight	UB187-25J (Discontinued) New Model #UB188-25	\$109.80	\$64.05	\$0.00
7	Each	Workrite Pinnacle 2 Adjustable Keyboard Arm, Tilt Indicator, Lift-N-Lock Height adjustment, Thin Glide Ball Bearing Track, 360° swivel, Height Range: Flush to 6" below worksurface; Til Range: -15" to +10"	3170-22TG	\$150.60	\$87.85	\$0.00
<b>Sub-total Workrite product</b>				<b>\$553.20</b>	<b>\$322.70</b>	<b>\$0.00</b>
<b>Workrite: Delivery / Install Charges</b>						
	Trip	Round trip Charges from Vendors place of business to all West Slope Locations (Placerville, Shingle Springs, Diamond Springs, Zip Codes: 95667, 95682, 95619)		\$110.00	\$245.00	\$0.00
	Trip	Round trip Charges from Vendors place of business to all East Slope Locations (South Lake Tahoe, Zip Code: 96150)		\$175.00	\$407.00	\$0.00
	Hour	Hourly Rate for Assembly / Install (one man, one hour)		\$55.00	\$82.00	\$0.00
<b>Sub-total Workrite Delivery / Install</b>				<b>\$340.00</b>	<b>\$734.00</b>	<b>\$0.00</b>
<b>Workrite: Additional Purchase Discount</b>						
		"Workrite": Percentage off MSRP , Based on \$1,000.00 in additional purchases	\$1,000.00	40% \$600.00	65% \$350.00	0% \$1,000.00
<b>Sub-total Workrite Additional Purchases</b>				<b>\$1,493.20</b>	<b>\$1,406.70</b>	<b>\$1,000.00</b>
<b>Payment Discount Terms / Local Vendor Preference</b>						
		Prompt Payment Discount Terms		4% (\$59.73)	0% \$0.00	0% \$0.00
		Local Vendor Preference (5%)		5% (\$74.66)	0% \$0.00	0% \$0.00
<b>Category V - Bid Totals - Workrite</b>				<b>\$2,252.01</b>	<b>\$2,463.40</b>	<b>No Bid</b>
* Evaluation total is exclusive of sales tax				Discount Terms 4%/21 Days	Net 30 ARO 4-6 Weeks	<b>No Bid - Workrite</b>