



County of El Dorado

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Legislation Text

File #: 08-0498, Version: 1

Chief Administrative Office, Procurement and Contracts Division, recommending award of Request for Proposal (RFP) 08-425-095 for the purchase and installation of Maxon Systems Furniture for departments countywide on an "as needed" basis to New Business Solutions, Inc. dba Walker's Business Products and Services, Placerville, California in an amount not to exceed \$300,000 for a three (3) year term; and authorize the Chairman to execute Agreement 844-S0811 for same, upon County Counsel and Risk Management review and approval.

RECOMMENDED ACTION: Approve.

FUNDING: The funding source for these products and services are in each requesting department's Fixed Asset, Minor Equipment, and Professional Services Budget (General Fund and Non-General Fund)

BUDGET SUMMARY:		
Total Estimated Cost		\$300,000.00
Funding		
Budgeted	\$300,000.00	
New Funding	\$	
Savings	\$	
Other	\$	
Total Funding Available	\$300,000.00	
Change To Net County Cost		\$

REASON FOR RECOMMENDATION: The County Procurement and Contracts Division requested competitive proposals for the design, procurement, and installation of system furniture on an "as needed" basis County-wide. The County has established a standard of selecting Maxon Systems Furniture to be installed County-wide. While other system furniture brands are in existence and remain available to County departments that already have existing non-Maxon systems furniture (such as sole source Herman Miller Furniture), the County needs the ability to procure systems furniture on an "as needed" basis in order to ensure that facility moves, reconfigurations to existing furniture, and new purchases are made available County-wide.

In accordance with County Ordinance Chapter 3.13, Section 3.13.030, the Board is being asked to find that it is more economical and feasible to obtain an outside contractor to provide the design, installation, and reconfiguration of existing equipment as a number of departments reorganize, move to leased facilities, and as needed workstations are necessary to accommodate the recruitment of additional employees. This is necessary rather than hire staff to procure, design, and install equipment that is not available under current employee classifications that are required to perform

the needed services.

The Procurement and Contracts Division solicited sixteen (16) proposals, one (1) to a local vendor. Three (3) qualified responses were received, one (1) from a local vendor.

Proposal responses were received from:

Jones-Campbell Company, Inc. of Sacramento, California
Corporate Express Business Interiors of Sacramento, California
Walker's Business Products and Solutions of Placerville, California

Proposals were evaluated by the Purchasing Agent on the basis of proposal content; references, experience, and qualifications; percentage off manufacturer's suggested retail pricing; and fee schedule for related services. The Purchasing Agent has determined that Walker's proposal best meets the needs of the County, and the products and service are offered with the lowest overall costs.

FISCAL IMPACT/CHANGE TO NET COUNTY COST: Procurement and Contracts has been advised that funding is available within each requesting department's budget (General Fund and Non-General Fund).

ACTION TO BE TAKEN FOLLOWING APPROVAL: Following Board approval, the Procurement and Contracts Division will process an agreement with Walker's Business Products and Services of Placerville, California and will submit to the Board Chair for signature upon County Counsel and Risk Management review and approval.

Contact: Bonnie H. Rich, Purchasing Agent x5940

Concurrences: Not Applicable.