

## **Board of Trustees Agenda Item**

**Board Meeting Date:** July 12, 2010

### **Title of Item:**

Authorize Use of Piggyback Contracts for Two Measure C Furniture Purchases

### **Background and Analysis:**

De Anza College requires faculty furniture at a cost of \$116,022.00 to be delivered and installed no later than August 23, 2010. Additionally, Foothill College requires furniture at a cost of \$80,396.00 for the Language Arts 6400 building to be delivered and installed no later than August 25, 2010. This timeline does not allow adequate time to conduct an advertised, sealed bid in accordance with Public Contract Code 20651. For example, here is the timeline without an advertised seal bid and even it does not achieve the college's desired delivery date:

Estimated Purchase Order Issuance Date: July 13, 2010

Required Vendor Time for Manufacture and Delivery (8-10 weeks): September 21, 2010

If an advertised sealed bid were added to this timeline, it would add 90-120 days to the process and would result in a delivery date between December 21, 2010 and January 21, 2011.

However, Public Contract Code 20652 provides that the District may utilize contracts that have been awarded by other public entities. This process is commonly known as "piggybacking". There is a Foundation for California Community Colleges (FCCC) contract available that includes the items required by the two colleges. In August 2009, FCCC conducted a competitive bid process for office furniture. Based upon the evaluation of the proposals, FCCC awarded a contract to Kruger International (KI). The contract establishes discounts for furniture inclusive of specification development services, space planning services, installation drawings, shipping and delivery costs, a 15-year non-prorated parts and labor warranty based upon 18 hours/6 days weekly usage, or 12 years based upon 24/7 usages, and installation services. The contracts are valid through August 24, 2012.

Additionally, there is a State of California Multiple Award Schedule (CMAS) contract available for KI furniture that includes some of the items needed by the two colleges, and the prices tend to be lower than on the FCCC contract. Purchasing Services requires KI to provide two quotes, one pursuant to the FCCC contract and one pursuant to the CMAS contract. When Purchasing issues each purchase order, it will be based upon the least costly quotation. It is unlikely that a separate bid process conducted by our District would result in more favorable prices, terms, and conditions than the FCCC and CMAS contracts for the same goods and services.

**Recommendation:** Authorize the Director Purchasing Services to issue a purchase order for De Anza College faculty furniture at a cost of \$116,022.00 and a purchase order for Foothill College furniture at a cost of \$80,396.00 for the Language Arts 6400 building to Kruger International pursuant to the FCCC and CMAS contracts described above.

Submitted by:	Carmen A. Redmond Director of Purchasing Services
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Is backup provided?	No