

**MEMORANDUM  
DEPARTMENT OF FACILITY SERVICES  
COUNTY OF PLACER**

TO: **BOARD OF SUPERVISORS**

DATE: **OCTOBER 23, 2007**

FROM: **JAMES DURFEE / JOEL SWIFT** 

SUBJECT: **PROJECT 4751- JB MANAGEMENT OFFICE BUILDING TENANT  
IMPROVEMENTS, FURNISHINGS ACQUISITION**

**ACTION REQUESTED/RECOMMENDATION:** Authorize Procurement Services to issue purchase orders for systems workstation furniture through Placer County's existing Master Agreement with the Keller Group and the remaining office furnishings, available on the California Multiple Award Schedule (CMAS) contract or other competitively-bid agreements, in an amount not to exceed \$1,200,000, for the Tenant Improvements in the JB Management Office Building at the Placer County Bill Santucci Justice Center (SJC).

**BACKGROUND:** On April 20, 2004, your Board approved the Agreement to Lease with JB Management, Inc. for space in their new office building to be constructed at the SJC. This space was intended to house various County departments whose functions require close proximity to the new Courthouse at the SJC. The space will accommodate Revenue Services and portions of the District Attorney and the Probation Department, currently located in the Placer County Government Center, in Auburn. Also scheduled for relocation to this site is a portion of the Assessor's staff currently housed in leased facilities elsewhere in Roseville. The space will house approximately 195 County staff with occupancy planned for early in 2008.

On July 12, 2005, your Board approved a Master Agreement with the Keller Group for new Allsteel brand office systems and components. The Keller Group has prepared plans, specifications and pricing for furnishings and accessories for workstations, offices, lobbies, break rooms and conference rooms. The systems furniture is available through the established Master Agreement with the Keller Group. The other furnishings are available through the State of California CMAS contracts and other competitively-bid agreements.

The Keller Group has given notice that a 4% price increase will go into effect on October 28, 2007 for Allsteel products. To expedite the furniture purchase and thereby avoid the increase in price, it is requested that your Board authorize the Purchasing Manager to issue the required purchase orders, in an amount not to exceed \$1,200,000.

**ENVIRONMENTAL CLEARANCE:** Procurement of these furnishings is not a "Project" as defined by the California Environmental Quality Act, Section 15378, and is therefore not subject to environmental review.

**FISCAL IMPACT:** There is sufficient funding appropriated in the JB Office Building account in the Capital Projects Fund for this purchase.

JD/JS:RU

CC: COUNTY EXECUTIVE OFFICE  
PROCUREMENT SERVICES

