MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER

TO: **BOARD OF SUPERVISORS** DATE: **NOVEMBER 7, 2006**

FROM: **JAMES DURFEE / MARY DIETRICH**

SUBJECT: **AUBURN JUSTICE CENTER – PROJECT NO. 4674**

ACTION REQUESTED/RECOMMENDATION: Upon Procurement Services' determination of the lowest responsive and responsible bidder, authorize the Purchasing Manager to sign a purchase order for office furnishings, in an amount not to exceed $200,000, for the new Auburn Justice Center (AJC), located in the Placer County Government Center in North Auburn.

BACKGROUND: On September 21, 2004 your Board awarded the construction contract for the AJC. The AJC is a 97,850 s.f., two-story building that will provide headquarters for the Sheriff and Probation Departments and space for the District Attorney. The AJC will also provide space to accommodate relocation of E-911 Dispatch from the Larry Oddo Finance Administration Building.

The AJC is nearing completion and furniture orders are now being finalized. Facility Services has prepared plans and specifications for furniture for 53 private offices to accommodate the Sheriff, District Attorney and Probation departments. With the assistance of Procurement Services, these furnishings were put out to bid with submissions by vendors due at the end of October. Procurement Services is currently evaluating these proposals and will be determining the lowest responsive and responsible bidder in the upcoming week.

To expedite the award of this bid, it is requested that your Board pre-authorize the Purchasing Manager to sign a purchase order for these office furnishings, in an amount not to exceed $200,000, following Procurement Services' determination of the low bidder.

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 AJC project account in the Capital Improvements Projects Fund for this purchase.

JD:MD:RU:js

CC: COUNTY EXECUTIVE OFFICE
PROCUREMENT SERVICES

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