

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager

DATE: March 13, 2012

SUBJECT: Approve the Award of a Purchase Order as a Result of a CMAS (California Multiple Award Schedule) Awarded Contract with Tab Products Company, LLC for Mobile File Storage Systems in the Amount of \$213,434.86

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**ACTION REQUESTED**

Approve the Award of a Purchase Order as a Result of a CMAS (California Multiple Award Schedule) Awarded Contract with Tab Products Company, LLC for Mobile File Storage Systems in the Amount of \$213,434.86 and authorize the Purchasing Manager to sign the resulting PO.

**BACKGROUND**

Included in the Fiscal Year 2011/12 Budget is a project to relocate the Museums Division's Archive and Collection facilities to an improved location. This project will resolve the overcrowded conditions that exist in two of the original Placer County Government Center buildings, which have leaking roofs and other maintenance challenges. Through project planning, staff determined that the old Dewitt Diner and Dental Clinic space is an ideal location for these Museums functions. A budgeted component of the project scope is the purchase and installation Mobile High Density Shelving systems. Staff worked with Tab Products Company to design two shelving systems that will accommodate Archive and Collection items. The labor and materials expense to install these systems totals \$183,184.86. During this process, Tab offered the County a used system in Folsom, which US Bank is required to remove before it vacates leased office space. Tab configured the like-new components into a 31-foot by 13-foot system for the Secure Collections Room. The labor and materials expense to install this system is \$30,250.00. Tab will provide the County with a full warranty for the Secure Collections system, and estimates that similar new materials would cost an additional \$25,000.

Tab is one of many vendors on the CMAS. They are specialists in storage shelving systems both in design and in implementation. The pricing quoted to us for the mobile file system is at a 55% discount off of the list price which is better than that required for the CMAS contract. They will be responsible for disassembly, relocation and re-installation of the used system in addition to the new systems that we will also be receiving. They will warranty all of the work and ensure that they meet the prevailing wage requirements as well. We currently utilize Tab Mobile storage systems throughout the County, and this proposal allows us to maintain the same type and style without the impact that mixing different brands can entail. In accordance with the Purchasing Policy Manual Section 1.3 (e)(3), County policy permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County.

**FISCAL IMPACT**

The purchase order resulting from this recommendation will total \$213,434.86. Facility Services' Fiscal Impact Statement is attached.

Attachment: Facility Services Fiscal Impact Statement

cc: Mark Rideout, Facility Services Deputy Director

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Valerie Bayne, Administrative Services Manager  
DATE: March 13, 2012  
SUBJECT: **Fiscal Impact Statement**  
High Density Shelving System

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The Department of Facility Services requires a Purchase Order for the acquisition and installation of a High Density Shelving System. The Museum's Division will utilize this purchase to relocate the Division's Archive and Collection facilities to a larger and more functional location. There is sufficient funding in Capital Project 04863 for the Museum Archive/Collection Remodel and this request has no impact on the County General Fund.

