



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: June 5, 2018

Subject: Purchase Order Sam Clar Office Furniture, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Sam Clar Office Furniture, Inc., in an amount not to exceed \$125,803 to purchase furniture for the relocation of the Office of the Director.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I.

BACKGROUND:

Sam Clar Office Furniture, Inc. has supplied needed furniture and installation for offices and other spaces to multiple Health Services Department locations. The Office of the Director is relocating to 1220 Morello Avenue, Suite 200, in Martinez and requires furniture and workstations to accommodate staff that will utilize the office.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the Office of the Director personnel will not be able to complete their move, as they will not have workstations or furnishings for the office.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/05/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor

Candace Andersen, District II
Supervisor

Diane Burgis, District III Supervisor

Karen Mitchoff, District IV
Supervisor

Federal D. Glover, District V
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 5, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Patrick Godley,
925-957-5405