



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: March 12, 2019

Subject: Purchase Order with Sam Clar Office Furniture, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Health Services Director, to execute a Purchase Order with Sam Clar Office Furniture, Inc. in an amount not to exceed \$159,540 for furniture purchase at 2120 Diamond Blvd for the expansion of the Environmental Health Division.

FISCAL IMPACT:

Funded 100% by Hazardous Materials fees.

BACKGROUND:

Sam Clar Office Furniture, Inc. has supplied needed furniture and installation for offices and other spaces to multiple Health Services Department (HSD) locations. The Environmental Health Division is expanding into a larger suite and requires furniture and workstations to accommodate the staff and to serve clients.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved the staff moving to the new suite will not have furniture or workstations to perform their work efficiently.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/12/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
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: March 12, 2019

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

By: June McHuen, Deputy

Contact: Patrick Godley,
925-957-5405

