



**Contra
Costa
County**

To: Board of Supervisors
From: Todd Billeci, County Probation Officer
Date: June 18, 2019

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

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Probation Department, a purchase order with Sam Clar Office Furniture, Inc./ All Steel Inc., in an amount not to exceed \$210,000 to purchase furnishings for the relocation of the Probation Field Office in Richmond.

FISCAL IMPACT:

100% General Fund.

BACKGROUND:

Sam Clar Office Furniture, Inc. has supplied furniture and installation services for offices and other spaces to multiple County Departments. The Probation Field Office in Richmond is relocating to 3095 Richmond Parkway, Richmond CA, 94806. The new office is unfurnished and will require the purchase of cubicles, desks, chairs and filing cabinets.

CONSEQUENCE OF NEGATIVE ACTION:

Probation staff will not have the furnishings necessary to perform their statutorily mandated work.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/18/2019** ☒ 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 18, 2019

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

Contact: Danielle Fokkema,
925-313-4195

By: Laura Cassell, Deputy

cc:

