

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

537



SUBMITTAL DATE:
February 17, 2009

FROM: Purchasing and Fleet Services Dept.

SUBJECT: CATHEDRAL CITY LIBRARY REFURBISHING

RECOMMENDED MOTION: That the Board of Supervisors:

Authorize the Purchasing Agent to negotiate with G & M Business Interiors (G & M), a county awarded vendor, for the design, purchase, and installation of furniture at the Cathedral City Library.

BACKGROUND: The Cathedral City library was badly damaged in a fire. The city has repaired all structural/paint damage and now the facility needs furniture. To expedite the opening of the library, we are requesting approval to contract directly with G & M. G & M has been a valued local contract partner for many years and has most recently installed furniture in our Woodcrest library. We believe we can open the library one to two months earlier if we go directly to G & M.

(Continued on Page 2)

APPROVE

BY: Nancy Johnson
Nancy Johnson, County Librarian
Departmental Concurrence

Robert J. HowdysHELL

ROBERT J. HOWDYSHELL, Director
Purchasing and Fleet Services Department

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 414,700	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 414,700	Budget Adjustment:	No
	Annual Net County Cost:	\$	For Fiscal Year:	FY 08/09

SOURCE OF FUNDS: County Library Budget	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: Serena Chow
Serena Chow

County Executive Office Signature

Dept Recomm.: Consent Policy
Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: _____ District: 4th Agenda Number: **3.26**

**BOARD OF SUPERVISORS
FORM 11: CATHEDRAL CITY LIBRARY REFURBISHING
PAGE 2**

PRICE REASONABLENESS

G & M will provide all furnishing at Federal GSA pricing or other government price structures and design and installation fees will be at our contract rate. All proposals will be analyzed to ensure we maximize the use of these scarce resources guaranteeing we obtain the best pricing possible. A not to exceed PO has been issued to start the design process. The dollar amount of the follow-on PO to be issued will be determined after final design approval and detailed item breakdown is submitted and approved by Purchasing and the Executive Office. The amount on this Form 11 is only a budget figure and if for any reason the costs exceed this maximum approved amount, Purchasing will return to the Board for approval.

Date: 2/24/2009
From: Robert Howdysshell Department/Agency: Purchasing/EO
To: Board of Supervisors
Via: Purchasing Agent
Subject: Sole Source Procurement; Request for

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

Supply/Service being requested: Furniture design, product and installation for the Cathedral City Library

Supplier being requested: G & M Business Interiors

Alternative suppliers that can or might be able to provide supply/service: Total Plan

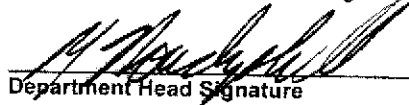
Extent of market search conducted: County Awarded vendors

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide: G & M has the ability to quickly complete this project. They won the last library furniture installation RFP in the Woodcrest library, which has receive rave reviews, and have the experience and expertise to complete this project timely.

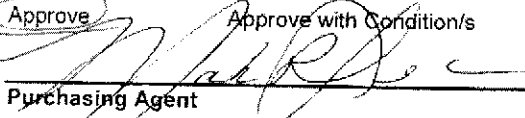
Reasons why my department requires these unique features and what benefit will accrue to the county: The Cathedral City Council and County are very concerned about getting this library opened again after they had a fire. The City Council has expressed their desire to move swiftly to Supervisor Wilson, Dan Martinez, Gary Christmas and Nancy Johnson. To go through the normal process would probably extend the completion 30 to 60 days.

Price Reasonableness: G/M has also assured us they will honor Federal GSA pricing or similar competitive schedules for all items they design into this project.

Does moving forward on this product or service further obligate the county to future similar contractual arrangements? No


Department Head Signature 2/25/09
Date

Purchasing Department Comments:

Approve Approve with Condition/s Disapprove

Purchasing Agent 2-25-09
Date