

August 17, 2017

18-033

AUTHORIZATION TO PURCHASE NEW  
FURNITURE FROM COOPERATIVE CONTRACTS  
FOR DISTRICT- WIDE BOND PROJECTS

PREPARED BY: Cau Chung, Finance Manager, Bond Program

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Executive Vice President  
Mark Mitsui, College President

REPORT: Projects completed as a part of the 2008 Bond Program are being furnished with a combination of the re-use of existing furniture, purchase of used furniture, and the purchase of new furniture. On March 19, 2009 (BA 09-063), the Board authorized the purchase of used furniture for the Bond Program. On April 18, 2013 (BA 13-086) the Board authorized \$5 million for the purchase of new furniture and the acquisition was accomplished through established cooperative contracts. Authorization is requested at this time for an additional \$2 million for district-wide purchase of furniture and related products through cooperative contracts. Available contracts include:

- State of Oregon contracts 9722, 9727, 9728, 9729, for Herman Miller systems furniture and components, valid through 8/4/2018; State of Oregon Contract 9721, for Hayworth systems furniture and components, valid thru 8/4/2018; State of Oregon Contracts 9713, 9714, 9715, 9716, and 9717 for Ergonomic Task Seating, valid thru 12/31/2017.
- King County Directors' Association contracts for several types of systems furniture, valid through 10/31/2017.
- State of Washington, General Administration contracts for systems furniture and components, valid through 01/31/2019.

- State of Washington, Education School District 112 contracts (multiple contracts with various termination dates) for furniture.
- Other cooperative contracts available from organizations, such as National Joint Powers Alliance, and U.S. Communities.
- Local public agency contracts, including Washington County, Multnomah County, and City of Portland.

Pacific Furnishings is the sole source provider of Herman Miller furniture. Environments is the sole source provider of Knoll furniture. Both vendors are used for our classroom tables and office furniture standards. For any items that are currently not on any existing cooperative contracts, the College intends to issue a formal and/or informal competitive bidding process (depending on estimated contract value) prior to placing an order.

**RECOMMENDATION:** That the Board of Directors approves additional funding for the purchase of new furniture and related products from cooperative contracts in the amount of \$2 million for a new total of \$7 million. The funds are from the 2008 Bond Program.