

## CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

June 26, 2012

Agenda Item: 6.4

Subject: Adoption of Resolution No. 14-1112—Authorizing the Adoption of District Standards and College Design Guidelines for Furniture, Fixtures and Equipment (FF&E), in accordance with Public Contract Code Section 3400(c)(2) and Public Contract Code Section 3400(c)(3)

Background: On June 27, 2006 the Board of Trustees approved the development of detailed District Standards and College Design Guidelines for Furniture, Fixtures and Equipment (FF&E) and that those guidelines and standards are incorporated into all Measure B Bond Projects. This item seeks the Board's adoption of the District Standards and College Design Guidelines for FF&E pursuant to Public Contract Code (PCC) 3400(c).

If the Board adopts the District Standards and College Design Guidelines, then the District is permitted to describe in invitations for bids that a particular material, product, thing, or service is designated by specific brand or trade name for one of the purposes cited in PCC 3400(c). Otherwise, PCC 3400(b) requires that no district shall draft specifications for bids, in connection with the construction, alteration, or repair of public works, (1) in a manner that limits the bidding, directly or indirectly, to any one specific concern, or (2) calling for a designated material, product, thing, or service by specific brand or trade name unless the specification is followed by the words "or equal" so that bidders may furnish any equal material, product, thing, or service.

Operations maintain a small inventory of replacement parts, and staff has been trained to install, monitor and manage the various systems. Adoption of the District Standards and College Design Guidelines would promote this interest. On the other hand, the cost to acquire and maintain inventory of more than one brand or a multiple hardware systems, irrigation systems, finishes, flooring, fixtures, furniture, fire alarm/security/fire suppression systems, building management systems, network cabling infrastructure and equipment as well as the level of effort to manage, monitor, and train staff to operate a multiple of systems and inventory costs for space would constitute an ineffective and inefficient use of District staff and time.

It is requested that the Board of Trustees makes a finding that the Districts Standards and College Design Guidelines for FF&E is designated by specific brand or trade name pursuant to PCC 3400(c)(2), "in order to match other products in use on a particular public improvement either completed or in the course of completion" and pursuant to PCC 3400(c)(3), "in order to obtain a necessary item that is only available from one source". The District will continue to benefit from uniformity and compatibility to the other FF&E which has been in place throughout the District since year 2006.

Agenda Item: 6.4  
June 26, 2012  
Page 2

Recommended Action: That the Board of Trustees adopts the proposed Resolution No. 14-1112—Authorizing the Adoption of District Standards and College Design Guidelines for Furniture, Fixtures and Equipment (FF&E), in accordance with Public Contract Code Section 3400(c)(2) and Public Contract Code Section 3400(c)(3).

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Submitted: Jeffrey M. Kingston/Date

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Approved: Susan A. Cota/Date

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