



Board Agenda Item 33.1

DATE: March 17, 2026
TO: Board of Supervisors
SUBMITTED BY: Chief Probation Officer Kirk Haynes
SUBJECT: Furniture Purchase and Delivery through Facility Designs

RECOMMENDED ACTION(S):

Authorize the Purchasing Manager to execute a Purchase Order with Facility Designs through the Omnia Partners cooperative agreement, for the purchase and installation of furniture for 200 W. Pontiac Way, Building 4, Clovis, CA 93612, total not to exceed \$1,900,000.

Approval of the recommended action will authorize the Purchasing Manager to issue a Purchase Order with Facility Designs, through the Omnia Partners cooperative agreement, for the purchase and installation of furniture for the Probation Department's facility, located at 200 W. Pontiac Way, Bldg. 4, Clovis, CA 93612. Board approval is required as the total installation component includes prevailing wage labor, which exceeds the Purchasing Manager's delegated authority.

ALTERNATIVE ACTION(S):

If your Board does not approve the recommended action, the Probation Department will be unable to procure and install the necessary furniture for the Pontiac Way facility. This would delay occupancy and operational transition to the new location.

FISCAL IMPACT:

There is no additional Net County Cost associated with the recommended action. Appropriations are included in the FY 2025-26 Adopted Budget within Org 8871 (200 W. Pontiac Way Building Improvements) designated for tenant improvements and related furnishing. Sufficient appropriations are available in Org 8871 (200 W Pontiac Way Building Improvements), Capital Projects, Fund 0400 by way of a transfer in from Interest & Miscellaneous, Org 2540 to fund costs associated with the purchase and installation of furniture.

DISCUSSION:

On November 28, 2023, the Board approved and authorize the purchase and sale agreement of 200 W. Pontiac Way, Clovis, CA 93612. On April 8, 2025, the Board adopted plans and specifications for Contract 24-S-03 (Probation Tenant Improvement) and awarded the contract to the lowest and responsive bidder.

As the tenant improvements near completion, the Probation Department initiated the procurement process for furnishing the facility. In coordination with the Purchasing Department, Probation received guidance regarding the availability to use vendors under the Omnia cooperative agreement.

The Department solicited proposals from vendors (Tangram/Facility Designs) under the Omnia Cooperative agreement. Both vendors provided design consultations, product specifications, and cost proposals. After

reviewing product compatibility, installation capabilities, scheduling and overall cost, the Department selected Facility Designs as the best value solution.

On February 18th a formal quotation was received from Facility Designs for the purchase and installation of furniture. The proposal included furniture costs, prevailing wage installation labor, and applicable taxes. Because the installation component includes prevailing wage labor that exceeds the Purchasing Manager's authority, Board approval is required to authorize issuance of the Purchase Order.

The proposed Terms and Conditions form deviates from the County's standard contract language in that it includes a Limitation of Liability, a nonstandard indemnity clause that is not favorable to the County, and a cancellation fee equal to the total purchase price. However, the Department has evaluated these risks and believes that the benefits and long-term durability of purchases and the recommended service outweigh the risks, as the County will receive quality products with an extensive warranty.

Following procurement and installation, the Department will conduct a comprehensive review of the furniture purchases to determine whether any items meet the County's capitalization threshold and requirements under the County Capitalization Policy. If any portion of the purchases are determined to qualify as capital assets, the Department will establish the appropriate program numbers and return to the Board for approval of the necessary adjustments prior to the fiscal year end.

Approval of the recommended action will allow the Department to proceed with furnishing the facility in alignment with the planned occupancy schedule.

REFERENCE MATERIAL:

BAI #34, April 8, 2025

BAI #57, November 28, 2023

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Facility Designs Quote for Delivery and Assembly

On file with Clerk - PD-001 for Furniture Purchase with Facility Design

On file with Clerk - Omnia Cooperative Agreement for Furniture, Installation, and Related Products and Services

CAO ANALYST:

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