

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

*** * * * ***

RESOLUTION:

- A) AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH COMMERCIAL INSTALLATIONS COMPANY, INC. (CIC), TO PROVIDE STORAGE FOR SURPLUS PLEION PRODUCTS AND OFFICE FURNITURE INSTALLATION, REDUCING THE TERM BY 11 MONTHS AND 10 DAYS FOR A REVISED TERM OF JANUARY 11, 2024 THROUGH JANUARY 31, 2026, INCREASING THE AMOUNT BY \$150,000 FOR A NEW TOTAL OLBIGATION AMOUNT OF \$350,000; AND**
B) GRANTING A WAIVER OF THE FORMAL COMPETITIVE PROCUREMENT PROCESS

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the Human Services Agency (HSA) has project-specific needs to alter or re-utilize existing furniture throughout its workspaces to make ergonomic or Americans with Disabilities Act (ADA) adjustments for HSA staff, correct safety hazards in staff or client areas, and create new work areas or modify existing work areas; and

WHEREAS, on January 2nd, 2024, the Human Services Agency executed an Agreement with Commercial Installations Company, Inc (CIC) for the purpose of providing storage and indexing for surplus Pleion products and office furniture installation in an amount not to exceed \$200,000 for the term of January 11, 2024, through January 10, 2027; and

WHEREAS, on May 19, 2025, the Office of Sustainability released Request for Proposals for Surplus Modular Furniture Storage and Installation Services and is currently pending evaluation and award; and

WHEREAS, CIC has tracked San Mateo County's Pleion inventory for more than

25 years and is able to pull modular items from existing stock, thus reducing overall cost and re-purposing existing County assets in an environmentally beneficial way; and

WHEREAS, HSA currently has several workspace remodel projects underway or planned to commence soon which will require furniture removal, installation, and modification; and

WHEREAS, HSA believes it is in the best interest of the County to continue collaborating with CIC on current and upcoming projects while the Office of Sustainability's Request for Proposals concludes and a contractor is identified to continue these services; and

WHEREAS, pursuant to Section IV(A)(1) of County Administrative Memorandum B-1, which states that the competitive solicitation requirement may be waived in specific circumstances; and

WHEREAS, HSA is recommending the Board waive the competitive procurement process for this Agreement; and

WHEREAS, it is presented to this Board of Supervisors for its consideration and acceptance an Amendment to the Agreement, reference to which is hereby made for further particulars, increasing the amount by \$150,000 for a maximum amount not to exceed \$350,000 and reduce the term by 11 months 10 days for a revised term of January 11, 2024 to January 31, 2026.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the

President of the Board of Supervisors be and is hereby authorized and directed to waive the County's competitive procurement process and execute said Amendment for and on behalf of the County of San Mateo, and the Clerk of the Board shall attest the President's signature thereto; and

BE IT FURTHER RESOLVED that the Director of the Human Services Agency or designee is authorized to execute contract Amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

* * * * *