



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 22-578

Board Meeting Date: 7/26/2022

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Michael P. Callagy, County Executive
Adam Ely, Project Development Unit Director

Subject: Purchase Orders with VWR International for Furniture, Supplies, and Equipment
Purchases for the San Mateo Health Campus Project

RECOMMENDATION:

Adopt a resolution authorizing the Director of the Project Development Unit, or designee, to execute purchase orders with VWR International, LLC to procure, furnish, install, and relocate furniture, laboratory equipment, and supplies for the San Mateo Health Campus Project in an amount not to exceed \$500,000.

BACKGROUND:

In March 2017, this Board approved the San Mateo Health Campus Project (Project) which includes, *inter alia*, renovation of the nursing wing ground floor and central plant to relocate essential services, demolition of campus administration buildings built in 1950s, and construction of a new administration building.

The County Public Health Laboratory resides in the Health Services Administration Building that will be demolished as part of the Project. The laboratory will be relocated to the new Administration building. Some existing lab furnishings and equipment is in reasonable condition and can be reused in the new location, however, a substantial number of new furnishings and equipment must be purchased new.

DISCUSSION:

The Public Health Laboratory uses VWR International, LLC (VWR) as its vendor for lab furnishings, equipment, and supplies. VWR is a market leading vendor for lab furnishings, equipment, and supplies and offers key benefits that include competitive discounted rates as agreed upon in a Master Agreement, reuse of existing furnishings rather than purchasing all new equipment, and substantial cost savings.

Pursuant to Resolution 077462, this Board provided initial authority to the Director of the Project Development Unit (PDU) to execute purchase orders for necessary equipment in the amount of

\$220,000. The furniture required for the new Public Health Laboratory has been finally determined and the total cost of all equipment and services needed, considering inflation and price escalation in material, equipment, and transportation costs, is projected to be \$500,000.

The resolution would grant the PDU Director authority to execute purchase orders up to this value so orders may be placed in a timely and coordinated fashion.

The County Attorney's Office has reviewed and approved the resolution as to form.

FISCAL IMPACT:

Appropriations for these goods and services were included in the FY 2022-23 Recommended Budget for San Mateo Health Services Budget. There is no impact to the General Fund.