




**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment	<b>Coordination:</b> Fire Department, Department of Public Works, Office of the City Attorney, City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Julia H. Cooper
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  10/19/22

**SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDER WITH INTERIOR OFFICE SOLUTIONS – S.F. BAY, INC. FOR FURNITURE AND EQUIPMENT**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to execute a purchase order with Interior Office Solutions – S.F. Bay, Inc. (Irvine, CA), for the purchase of furniture and equipment subject to pricing obtained through the cooperative agreement between the City of Charlotte, North Carolina and Haworth, Inc. (Holland, MI) for a period starting on or about November 2, 2022, and ending on or about November 1, 2023, for an amount not to exceed \$1,800,000.

**Desired Outcome:** To ensure that the City's new Fire Department Training Center and Emergency Operations Center Facility have the furniture and equipment required to operate.

**BASIS FOR RECOMMENDATION:**

The San José Fire Department and Office of Emergency Management are relocating to a newly constructed campus at 1591 Senter Road. Furniture and equipment are required to outfit the new campus for City staff to perform daily operations. Once completed, the new campus will enable staff to provide training and services to the public and neighboring emergency response teams. A fully furnished Fire Department Training Center and Emergency Operations Center is necessary to ensure optimal functionality between City and Santa Clara County agencies in the case of a natural disaster or emergency.

The City is leveraging pricing from the City of Charlotte, North Carolina cooperative agreement with Haworth, Inc. (contract number 2020000606) for furniture and equipment. Interior Office Solutions is a Haworth Authorized Dealer under the cooperative agreement. The City of Charlotte, North Carolina agreement was competitively solicited, and the City's use of this cooperative agreement is consistent with San José Municipal Code Section 4.12.225.B.3, Public Agencies Purchases. Approval of this recommendation will ensure the City's new Fire Department Training Center and Emergency Operations Center Facility are equipped with the furniture and equipment required to operate.

Climate Smart San José: The recommendation in this memorandum has no effect on Climate Smart San José energy, water, or mobility goals.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

This City Council item is consistent with the City's 2022-2023 Proposed Budget City Service Areas Delivery Framework: "Provide prevention and emergency response services for crime, fire, medical, hazardous, and disaster related situations."

**COST AND FUNDING SOURCE:**

Fund #	Appn. #	Appn. Name	Total Appn.	Amt. for Recommendation	2022-2023 Proposed Capital Budget Page	Last Budget Action (Date, Ord. No)
001	417L	Fire Training Center Relocation	\$5,500,000	\$1,800,000	N/A	06/21/22, 30790

**FOR QUESTIONS CONTACT:** Luz Cofresi-Howe, Assistant Director of Finance, at [Luz.Cofresi-Howe@sanjoseca.gov](mailto:Luz.Cofresi-Howe@sanjoseca.gov)