



## Legislation Text

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File #: 17-687, Version: 1

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### MEMORANDUM

**TO:** Board of Supervisors

**FROM:** Robert Massarelli, AICP  
Lake County Community Development Director

**DATE:** August 8, 2017

**SUBJECT:** Consideration of Agreement with AAA Business Solutions for the purchase and installation of cubicles in the amount of \$84,949.36; and authorize the Chair to sign

#### EXECUTIVE SUMMARY:

To address workspace requirements for the Community Development Department, we are going to replace most of the existing offices and cubicles with new cubicles. We have been working with two vendors who have state contracts for this service: Campbell Keller and AAA Business Solutions. AAA Business Solutions provided the best price which includes the cubicles and installation. Attached is a proposed contract for this service. It is a combination of purchase and installation. The Building Division budget includes money in this amount for this project.

**FISCAL IMPACT:** ☐ None ☒ Budgeted ☐ Non-Budgeted  
Estimated Cost: \$84,949.36  
Amount Budgeted: \$84,949.36  
Additional Requested:  
Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** None

**STAFFING IMPACT (if applicable):** None

**RECOMMENDED ACTION:** Staff recommends approval of the Agreement with AAA Business Solutions for the purchase and installation of cubicles in the amount of \$84,949.36; and authorize the Chair to sign.