



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 #200 Oakdale Avenue #100, Chatsworth, CA 91311 #www.nlacrc.org

CONTRACT SUMMARY AND BOARD RESOLUTION

No.	DESCRIPTION	CONTRACT SUMMARY
1.	Contract Overview: (New or Amendment) (POS or OPS)	Operations – New Contract
2.	Name of Vendor or Service Provider	Sheridan Group
3.	The Purpose of the Contract	San Fernando Valley Office Expansion – Phase 1 NLACRC extended its San Fernando Valley (“SFV”) office lease, which includes expansion to the 6 th and 10 th floors and reconfiguration of some existing space. The contract is for the purchase and installation of cubicles and furniture during Phase 1 of the SFV Expansion Project.
4.	Contract Term(s)	September 24, 2026 to December 31, 2027
5.	Total Amount of the Contracts	Maximum of \$2,492,553.10
6.	Rate of Payment or Payment Amount	50% deposit due upon contract execution 40% progress payment 10% balance due after completion
7.	Method or Process Utilized to Award the Contract	NLACRC obtained three competitive bids and selected Sheridan Group based on factors including pricing and quality. Sheridan Group is NLACRC’s existing furniture vendor.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate
9.	Exceptional Conditions or Terms: Yes/No If yes, provide explanation	Under the terms of the SFV lease amendment, the landlord will provide NLACRC with a tenant improvement allowance in an amount of up to \$4,839,143.00 for costs that include furniture, fixtures, and/or equipment.



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The North Los Angeles County Regional Center (“NLACRC”) Executive Finance Committee reviewed and discussed the Sales Agreement between NLACRC and **Sheridan Group**.

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, on September 24, 2026, the **Sheridan Group** Sales Agreement (“Agreement”) was reviewed and discussed by the Executive Finance Committee of the Board of Trustees. The Executive Finance Committee, acting pursuant to its authority and on behalf of the Board of Trustees, hereby approves the Agreement and authorizes and designates any Officer of NLACRC to execute and deliver the Agreement on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Agreement shall be conclusively evidenced by the execution of the Agreement by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, and no one else.

CERTIFICATION BY SECRETARY: I certify that (i) I am the Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; iii) the Resolution is in full force and has not been revoked or changed in any way.

Curtis Wang, Board Secretary