



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 23-467

October 03, 2023

Introduced: 9/19/2023

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Contracts/Purchasing Officer or designee to execute Amendment No. 3 to Standard Agreement No. A-14976 between the County of Monterey and Delcas Auto Collision, Inc., to increase the not to exceed amount by \$150,000 for a total not to exceed amount of \$550,000 and extend the term one year for a revised Agreement term of October 1, 2020 through September 30, 2024;
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign, subject to prior review and approval as to form by the Office of County Counsel-Risk Manager, 1 additional amendment to Standard Agreement No. A-14976, extending the term by one year, where the additional cost of the amendment does not exceed 10% (or \$15,000) of the original Agreement amount of \$150,000, bringing the potential overall Agreement aggregate not to exceed amount to \$565,000.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or designee to execute Amendment No. 3 to Standard Agreement No. A-14976 between the County of Monterey and Delcas Auto Collision, Inc., to increase the not to exceed amount by \$150,000 for a total not to exceed amount of \$550,000 and extend the term one year for a revised Agreement term of October 1, 2020 through September 30, 2024;
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign, subject to prior review and approval as to form by the Office of County Counsel-Risk Manager, 1 additional amendment to Standard Agreement No. A-14976, extending the term by one year, where the additional cost of the amendment does not exceed 10% (or \$15,000) of the original Agreement amount of \$150,000, bringing the potential overall Agreement aggregate not to exceed amount to \$565,000.

SUMMARY/DISCUSSION:

The County and Delcas Auto Collision, Inc., (hereinafter "Delcas") wish to increase the Agreement's not to exceed amount by \$150,000 for a total not to exceed amount of \$550,000 to allow Delcas to continue to provide auto body repair services for the County.

The Delcas Agreement for auto body repair services was entered into on September 30, 2020, for a two-year term from October 1, 2020 to September 30, 2022. Amendment No. 1 to the Agreement was entered into on October 5, 2022, extending the term by one year, making the Agreement effective from October 1, 2020 through and including September 30, 2023. Amendment No. 2 to the Agreement was entered into on December 9, 2022, increasing the not to exceed amount by \$250,000 for a total not to exceed amount of \$400,000.

Staff has identified the need to further increase the Agreement’s not to exceed amount by \$150,000. Delcas has been providing quality services within a quick turnaround time with competitive pricing, resulting in less down time of County vehicles and interference with County operations as well as cost effectiveness. Increasing the Agreement’s not to exceed amount will allow the County to continue procuring auto repair services to ensure less down time for County vehicles through reliable and timely auto body repairs.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller have reviewed and approved the Amendment No. 3 as to form and fiscal provisions, respectively.

FINANCING:

There is no minimum guaranteed work under these agreements. Funding for individual work orders is verified within the approved budget allocations prior to work starting. Sufficient appropriations are available in the PWWP - Fleet (Fund 001, Department 3200, Unit 8577, Appropriations Unit PFP065) to finance projected expenditures for fiscal year (FY) 2023/24. The increase to the not to exceed amount is intended to allow services to continue in future fiscal years.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Board’s approval of the recommended Amendment No. 3 will allow the County to continue with its existing Fleet autobody repair services to meet the County’s operational needs. The recommended actions support the Board of Supervisor’s Strategic Initiatives for Infrastructure and Public Safety and enable Fleet to complete necessary services in order for County vehicles to remain operational.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Patty Small, Management Analyst II, (831) 784-5929

Reviewed by: John Snively, Administrative Operations Manager

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

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The following attachments are on file with the Clerk of the Board:

- Attachment A - Amendment No. 3 to Delcas Agreement
- Attachment B - Amendment No. 2 to Delcas Agreement
- Attachment C - Amendment No. 1 to Delcas Agreement
- Attachment D - Executed Standard Agreement with Delcas
- Attachment E - Summary of SA Annual Expenditures and Balance

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