



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-880

December 09, 2025

Introduced: 11/26/2025

Current Status: Agenda Ready

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Matter Type: General Agenda Item

- a. Authorize the Chief Contracts and Procurement Officer or designee to execute Countywide Service Agreements based on the criteria set forth in RFP #10958. The agreements are between the County of Monterey and the five (5) named vendors as follows: Corovan Moving & Storage Co., Northstar Moving Corporation, Scarr Moving & Storage, Inc., Monterey Transfer & Storage, Inc., and Suddath Relocation Systems of Northern California, Inc. for the provision of Moving and Relocation Services for the County of Monterey on an as-needed basis for the initial term of three (3) years from January 1, 2026 through and including December 31, 2028. The aggregate amount over the term of all Agreements shall not exceed \$1,000,000, in accordance with the terms and conditions set within each Agreement; and,
- b. Authorize the Chief Contracts and Procurement Officer or designee to exercise the option to extend the Countywide Service Agreements for two (2) additional one (1) year periods in accordance with the terms and conditions set within each Agreement; and
- c. Authorize the Chief Contracts and Procurement Officer or designee to execute after one-year, similar additional Agreements for Moving and Relocation services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate December 31, 2028; and
- d. Authorize the Chief Contracts and Procurement Officer or designee to execute future amendments that do not exceed 10% (\$100,000) of the original aggregate amount and do not significantly alter the scope of services, for a total maximum not to exceed amount of \$1,100,000 for all of the Agreements.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Chief Contracts and Procurement Officer or designee to execute Countywide Service Agreements based on the criteria set forth in RFP #10958. The agreements are between the County of Monterey and the five (5) named vendors as follows: Corovan Moving & Storage Co., Northstar Moving Corporation, Scarr Moving & Storage, Inc., Monterey Transfer & Storage, Inc., and Suddath Relocation Systems of Northern California, Inc. for the provision of Moving and Relocation Services for the County of Monterey on an as-needed basis for the initial term of three (3) years from January 1, 2026 through and including December 31, 2028. The aggregate amount over the term of all Agreements shall not exceed \$1,000,000, in accordance with the terms and conditions set within each Agreement; and,
- b. Authorize the Chief Contracts and Procurement Officer or designee to exercise the option to extend the Countywide Service Agreements for two (2) additional one (1) year periods in accordance with the terms and conditions set within each Agreement; and
- c. Authorize the Chief Contracts and Procurement Officer or designee to execute after one-year,

similar additional Agreements for Moving and Relocation services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate December 31, 2028; and

d. Authorize the Chief Contracts and Procurement Officer or designee to execute future amendments that do not exceed 10% (\$100,000) of the original aggregate amount and do not significantly alter the scope of services, for a total maximum not to exceed amount of \$1,100,000 for all of the Agreements.

SUMMARY :

The County of Monterey needs for moving and relocation services that accommodates 27 County Departments and locations throughout the County of Monterey to ensure reliable Moving & Relocation Services for all County buildings and working locations. Services shall include but are not limited to the relocation of office equipment, furniture, computers, and other designated County property as determined by the County. Each Agreement will be included on the Countywide Service Agreement schedule, so that departments can see these resources are available, eliminating the need for individual agreements with each County department.

The initial term of the Agreement will commence as of the last date opposite the respective signatures, with the Chief Contracts and Procurement Officer or designee signing last following the Board of Supervisors authorization through and including January 1, 2026, with the option to extend the Agreement or any subsequent Additional Agreement for two additional one-year periods through and including December 31, 2030. Services will be provided on an as needed basis under a delivery order process between each requesting County department and the Contractor, in accordance with each individual Contractor's pricing sheet. Moving and relocation services shall include but are not limited to regular moving and relocation services throughout the fiscal year following the specifications detailed in the corresponding Countywide Service Agreement. Each Agreement is based upon County requirements as set forth in the terms and conditions of the Request for Proposals (RFP #10958).

Various County departments need moving and relocation services throughout the fiscal year. The service needs that are required from County departments are beyond the capabilities of County resources. The moving and relocation services requirements of the County vary on a case-by-case basis, departments will determine the need of these services and initiate services with an approved contractor on the Countywide Service Agreement List. The County of Monterey does not guarantee a minimum of maximum dollar value to any of the Agreements.

DISCUSSION:

The services will include moving and relocation services following the specifications and schedules detailed in the Countywide Service Agreements. Each Agreement is based on the County requirements as set forth in the terms and conditions of RFP #10958. Each Agreement will be included in the County Service Agreement List, eliminating the need for each County department to execute separate agreements. Copies of the Agreements are on file with the Clerk

of the Board.

It is also recommended that the Chief Contracts and Procurement Officer or designee be authorized to increase the cumulative not to exceed amount by up to **10% of the original aggregate amount**, regardless if or not additional Agreements are entered into. The aggregate amount to be spent over the five (5) year term, with the 10% increase above the not to exceed amount shall not exceed \$1,100,000 for all of the Agreements.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller's Office have reviewed and approved the proposed Agreements as to form and fiscal provisions, respectively.

FINANCING:

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments. Based upon historical usage, the aggregate amount to be spent for all Agreements issued under RFP #10958 is not anticipated to exceed \$1,100,000 over the five (5) year term.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS (Other):

The Board's approval of the recommended agreements will allow the County to continue with existing services for Moving and Relocating Services to fit the County's operational needs.

☐ Economic Development
☒ Administration
☐ Health and Human Services
☒ Infrastructure
☐ Public Safety

Prepared by: Angelica Ruelas, Senior Deputy Contracts and Procurement Officer, Ext. 3035

Approved by: Jaime Ayala, Acting Chief Contracts & Procurement Officer, Ext. 7047

Attachments:

Attachment A- Board Report
Attachment B- Corovan Moving & Storage Co. Agreement
Attachment C- Monterey Transfer & Storage, Inc. Agreement
Attachment D-NorthStar Moving Corporation Agreement
Attachment E- Scarr Moving & Storage, Inc. Agreement
Attachment F- Suddath Relocation Systems of Northern California, Inc. Agreement

