



Monterey County

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Board Report

Legistar File Number: 16-582

June 07, 2016

Introduced: 5/9/2016

Version: 1

Current Status: Consent Agenda

Matter Type: General Agenda Item

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Countywide Service Agreements based on the criteria set forth in RFP #10558. The agreements are between the County of Monterey and the two named vendors as follows: A & G Pumping Inc. and Star Sanitation LLC., for the provision of Portable Toilet Site Services for the County of Monterey on an as-needed basis for the initial term of three (3) years from the date of execution through and including May 31, 2019. The aggregate amount over the term of all Agreements shall not exceed \$500,000, in accordance with the terms and conditions set within each Agreement;
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor 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;
- c. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Portable Toilet Site 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 May 31, 2019; and
- d. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to increase the cumulative "not to exceed" amount by up to 10% (50,000) of the original aggregate amount of \$500,000, even if no additional Agreements are entered into.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a) Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Countywide Service Agreements based on the criteria set forth in RFP #10558. The agreements are between the County of Monterey and the two named vendors as follows: A & G Pumping Inc. and Star Sanitation LLC., for the provision of Portable Toilet Site Services for the County of Monterey on an as-needed basis for the initial term of three (3) years from the date of execution through and including May 31, 2019. The aggregate amount over the term of all Agreements shall not exceed \$500,000, in accordance with the terms and conditions set within each Agreement; and
- b) Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor 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 Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Portable Toilet Site 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 May 31, 2019.

- d) Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to increase the cumulative “not to exceed” amount by up to 10% (50,000) of the original aggregate amount of \$500,000, even if no additional Agreements are entered into.

SUMMARY/DISCUSSION:

The County of Monterey has a need for portable toilet units and portable toilet sanitation services during special events and for use as site sanitation throughout the County. The County also owns approximately 200 portable toilet units which require regular service. The Agreements include a provision contracting with vendors to provide units and service during emergencies and on an as-needed basis. None of the current agreements cover emergency orders, and rates can vary widely depending on the urgency of the need. Use of these Countywide Service Agreements during such emergencies will prevent increases in rental and service rates when requests are made on short notice. RFP #10006 was issued in 2007 for portable toilet site services, and the resulting agreements have expired. Agreements have since been executed at the department level, creating inconsistent pricing and term dates. The Agreements resulting from RFP #10558 will standardize pricing across the County.

Contracts/Purchasing received two responses to RFP #10558. Both responders, A & G Pumping Inc. and Star Sanitation LLC were selected to provide services. Services include, but are not limited to unit rentals, cleaning and pumping of both contractor and County-owned units, and on-site pumping services for events. It is recommended that the Board of Supervisors approve the above referenced agreements with A&G Pumping Inc. and Star Sanitation LLC.

Each Agreement is based upon County requirements as set forth in the terms and conditions of RFP #10558. 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 aggregate amount to be spent for all identified Agreements over the three (3) year term is not to exceed \$500,000. Copies of the Agreements are on file with the Clerk of the Board.

It is recommended that the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor be authorized to enter into additional similar contracts after one year, with other vendors who otherwise meet the qualifications of RFP #10558 and agree to the same terms and conditions as approved vendors. Such additional Agreements would be structured so that each Agreement would terminate at the same time as the Agreements presented before the Board for approval today. This authority will provide needed flexibility to the County to deal with currently unanticipated needs.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved each Agreement as to form. The Auditor’s Office has approved each Agreement.

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 #10558 is not anticipated to exceed \$500,000 over the

initial three (3) year term.

Prepared by: John Snively, Deputy Purchasing Agent, 7047

Approved by: Dewayne Woods, Assistant County Administrative Officer, 5309

Attachments:

A & G Pumping Inc. Agreement

Star Sanitation LLC Agreement