

## **..Title**

- a. Approve Renewal and Amendment No. 1 to the Agreement with Contractor Compliance and Monitoring, Inc. to continue to provide services associated with on-call labor compliance monitoring services under Request for Qualifications (RFQ) #10422, to renew and extend the expiration date from December 31, 2015 for two (2) additional years through December 31, 2017, for a revised term from December 1, 2013 to December 31, 2017, with the option to extend the Agreement for one (1) additional one (1) year increment at the County's discretion, with no associated dollar amount increase to the total not to exceed amount of \$50,000; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Renewal and Amendment No. 1 to the Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved amount of the Agreement.

## **..Report**

### **RECOMMENDATIONS:**

It is recommended that the Board of Supervisors:

- a. Approve Renewal and Amendment No. 1 to the Agreement with Contractor Compliance and Monitoring, Inc. to continue to provide services associated with on-call labor compliance monitoring services under Request for Qualifications (RFQ) #10422, to renew and extend the expiration date from December 31, 2015 for two (2) additional years through December 31, 2017, for a revised term from December 1, 2013 to December 31, 2017, with the option to extend the Agreement for one (1) additional one (1) year increment at the County's discretion, with no associated dollar amount increase to the total not to exceed amount of \$50,000; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Renewal and Amendment No. 1 to the Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved amount of the Agreement.

### **SUMMARY/DISCUSSION:**

On February 4, 2014, the Purchasing Officer executed the Agreement with Contractor Compliance and Monitoring, Inc. (CCMI) to provide on-call labor compliance monitoring services in an amount not to exceed \$50,000 for an initial term commencing on December 1, 2013 through and including December 31, 2015, with the option to extend the Agreement for three (3) additional one (1) year increments at the County's discretion. CCMI was initially selected for their expertise and capabilities necessary to provide these services through a competitive selection process in accordance with County policies under RFQ #10422.

The Agreement was inadvertently allowed to expire on December 31, 2015; however, no task orders have been issued to the consultant this calendar year. Since we are still within the five (5) year overall contract 'window' originally contemplated, RMA would like to extend the contract as requested to have the flexibility to use their services if needed, as there is a substantial construction program underway this fiscal year.

Although there is an agreement with another on-call labor compliance monitoring service through (the same) RFQ #10422, their services are currently being used on other assignments and do not have either the time or capacity to take on additional projects. Due to the full use of this other on-call labor compliance monitoring service and the possibility of services needed for upcoming capital projects, renewal of this Agreement is recommended.

The County desires CCMI to provide on-call labor compliance monitoring services. The Renewal and Amendment No. 1 to the Agreement will renew and extend the term for two (2) additional years through December 31, 2017, with the option to extend the Agreement for one (1) additional one (1) year increment at the County's discretion, with no associated dollar amount increase.

Attachment B provides a summary of the Agreement to date.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel, Auditor-Controller Office, and Contracts/Purchase Office have reviewed and approved the Renewal and Amendment No. 1 as to form and legality, and fiscal provisions, and procurement compliance respectively.

FINANCING:

There is no impact to the General Fund. Potential costs associated with this Agreement will be funded within the approved FY2016-17 budget allocations for a specific operating Unit or contained within the Board of Supervisors approved project budget. Funding will be provided within the approved budget allocations of Fund 401 – Facilities Maintenance Projects; Fund 402 – Capital Projects; and Fund 404 – Facilities Master Plan Projects; Fund 002 – Road Fund; the respective funds established for individual County Service Areas or County Sanitation Districts, or the individual department authorizing the project.

Prepared by: Nick Nichols, Civil Engineer, (831) 755-5386

Approved by: Carl P. Holm, AICP, RMA Director

Dated: September 19, 2016

Attachments:

Attachment A - Renewal and Amendment No. 1 to Agreement with CCMI

Attachment B - [Agreement between County and CCMI](#)

[Attachment C](#) - Summary of Agreement

(Attachments on file with the Clerk of the Board)