



# Monterey County

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## Board Report

Legistar File Number: A 17-456

December 05, 2017

**Introduced:** 11/14/2017

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve Amendment No. 6 to the Professional Services Agreement (PSA) (Multi-Year Agreement [MYA] #3000 \*648) with Quinn Power Systems to continue to provide preventative maintenance and repairs on County of Monterey emergency generators, to increase the not to exceed amount of \$100,000 by \$50,000 for a total amount not to exceed \$150,000, with no extension to the term beginning July 1, 2012 through October 2, 2018; and
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Amendment No. 6 to the Professional Services Agreement.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 6 to the Professional Services Agreement (PSA) (Multi-Year Agreement [MYA] #3000 \*648) with Quinn Power Systems to continue to provide preventative maintenance and repairs on County of Monterey emergency generators, to increase the not to exceed amount of \$100,000 by \$50,000 for a total amount not to exceed \$150,000, with no extension to the term beginning July 1, 2012 through October 2, 2018; and
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Amendment No. 6 to the Professional Services Agreement.

### SUMMARY/ DISCUSSION:

Amendment No. 6 will increase the not to exceed amount of \$100,000 by \$50,000 for a total amount not to exceed \$150,000, with no extension to the term of the Professional Services Agreement (PSA) beginning July 1, 2012 through October 2, 2018 to continue to allow preventative maintenance and repairs on County emergency generators. The County of Monterey (County) Resource Management Agency (RMA) plans to develop a Request for Proposals (RFP) with Contracts/Purchasing (C/P) for these services. Additional time is needed while the RFP is published and Contractor selection is made. In June 2017, RMA staff was advised by C/P to extend the term of the PSA until the RFP was complete. It was determined that extending the PSA term from June 30, 2017 through October 2018 would allow RMA and C/P sufficient time to complete the RFP process. The PSA was set to expire on June 30, 2017, with the not to exceed amount set at \$97,200. To fund the additional term, Board of Supervisors (BOS) approval would be required to raise the not to exceed amount of the PSA to \$150,000. Because there was not enough time to go to the BOS prior to June 30, 2017, a decision was made based on the recommendation of C/P to process two (2) separate amendments.

Amendment No. 5 would extend the term to allow time for an RFP to be completed and prevent the PSA from expiring on June 30th, and further increase the amount by \$2,800 for a total amount not to exceed \$100,000. Amendment No. 6 would follow, going to the BOS to further increase the not to exceed amount.

The term of the PSA also coincides with a separate PSA with Frank J. Conte dba Conte's Generator Service for generator maintenance and repairs for various County Service Areas (CSAs) and County Sanitation Districts (CSDs). The RMA intends to award the new RFP to multiple Contractors for services covering generator maintenance and repair for all locations throughout the County, including CSAs and CSDs. This will eliminate multiple RFPs and varying scopes of work.

Attachment H provides a summary of the PSA. Attachment I provides a summary of the annual expenditures and balance of the subject PSA.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller's Office have reviewed and approved Amendment No. 6 as to form and legality, and fiscal provisions, respectively.

FINANCING:

Costs associated with Amendment No. 6 are anticipated to be incurred over the next two (2) fiscal years (FY): 2017-18 and 2018-19. Costs for fiscal year 2017-2018 are anticipated to be \$47,817.00, Costs for fiscal year 2018-2019 are anticipated to be \$47,817.00. Sufficient appropriations are available in the FY 2017-18 adopted RMA - Public Works Facilities budget (Fund 001, Department 3000, Unit 8176, Appropriations Unit RMA006) to fund Amendment No. 6.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Emergency generators provide backup power to County facilities. These generators require regular maintenance and inspection to ensure they will operate properly if needed. County facilities provide critical services that cannot be discontinued if power is lost. It is in the interest of public safety to keep emergency generators operational.

Check to the related Board of Supervisors Strategic Initiatives

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

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Approved by: Shawne Ellerbee, RMA Deputy Director of Administrative Services

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

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

Attachment A - Amendment No. 6 to PSA

Attachment B - Amendment No. 5 to PSA

Attachment C - Amendment No. 4 to PSA

Attachment D - Amendment No. 3 to PSA

Attachment E - Amendment No. 2 to PSA

Attachment F - Amendment No. 1 to PSA

Attachment G - PSA

Attachment H - Summary of PSA

Attachment I - Summary of PSA Annual Expenditures and Balance

