



Monterey County

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Board Report

Legistar File Number: A 18-418

October 23, 2018

Introduced: 10/8/2018

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve Amendment No. 4 to Agreement No. A-11983 with Urban Park Concessionaires dba Monterey Lakes Recreation Company (CalParks), to continue provision of lake resort management services, and to extend the term for an additional two (2) months, for a revised term of February 1, 2015 through December 31, 2018;
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 4 to Agreement No. A-11983 and one (1) future amendment to the Agreement where the amendment does not substantially alter the scope of work or change the approved amount of the Agreement, subject to review and approval by County Counsel as to form and legality; and
- c. Authorize execution of Amendment No. 4 to Agreement No. A-11983 without signature of the Auditor-Controller's Office.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 4 to Agreement No. A-11983 with Urban Park Concessionaires dba Monterey Lakes Recreation Company (CalParks), to continue provision of lake resort management services and to extend the term for an additional two (2) months, for a revised term of February 1, 2015 through December 31, 2018;
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 4 to Agreement No. A-11983 and one (1) future amendment to the Agreement where the amendment does not substantially alter the scope of work or change the approved amount of the Agreement, subject to review and approval by County Counsel as to form and legality; and
- c. Authorize execution of Amendment No. 4 to Agreement No. A-11983 without signature of the Auditor-Controller's Office.

SUMMARY/DISCUSSION:

The proposed Amendment No. 4 to the Agreement with Urban Park Concessionaires dba Monterey Lakes Recreation Company (commonly referred to as CalParks) extends the term from October 31, 2018 for two (2) additional months through December 31, 2018, to allow the County additional time to negotiate a new Agreement for Facility Management Services for Lake San Antonio and Lake Nacimiento under Request for Proposals (RFP) #10674.

On December 13, 2016, the Board of Supervisors approved the integration of the Monterey County Parks Department (Parks) into the Resource Management Agency (RMA). With this integration, RMA assumed responsibility for most of the Monterey County Parks agreements.

In 2018, it was determined that a new RFP for long-term lake resort management services would be issued. In September 2018, after completion of the RFP process, the RMA made a tentative award to one proposer. As this tentative award is still under negotiation, RMA has negotiated a two (2) -month term extension with CalParks to provide continuity of services during this negotiation phase.

For consideration of this two- (2-) month extension, CalParks requested that the County exclude the additional two- (2-) month extension for purposes of calculating the incentive fee. This change is reflected in Amendment No. 4.

During the routing of Amendment No. 4, the Auditor-Controller's Office (ACO) advised that a revenue audit needed to be conducted before they would sign Amendment No. 4. RMA requests that the Board authorize the execution of Amendment No. 4 without the signature of the ACO since the agreement would expire October 3, 2018 if not approved.

On September 25, 2018, the Board of Supervisors approved the County's Internal Audit Policies and amended the Roles and Responsibilities for the Budget Committee to establish oversight responsibilities of the internal audit program within the County. The Budget Committee has not had the opportunity to convene to develop an audit plan. RMA will ask the Budget Committee to consider adding the revenue audit requested by the ACO to the County's audit plan.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel-Risk Management reviewed and approved Amendment No. 4 as to form and legality.

FINANCING:

There is no impact to the General Fund as a result of this recommendation. Costs of the management services fees for the Parks are included in the FY2018-19 Adopted Budget, Fund 452, Appropriation Unit RMA102.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This recommendation is consistent with the Board of Supervisors' Administration Strategic Initiative by providing for the efficient and cost-effective management of County Parks.

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

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Reviewed by: Melanie Beretti, Special Programs Manager

Reviewed by: Brett Fulgoni, Acting Administrative Operations Manager

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

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

Attachments:

Attachment A - Summary of Agreement A-11983

Attachment B - Amendment No. 4 to Agreement A-11983

Attachment C - Amendment No. 3 to Agreement A-11983

Attachment D - Amendment No. 2 to Agreement A-11983

Attachment E - Amendment No. 1 to Agreement A-11983

Attachment F - Agreement A-11983

(Attachments on file with the Clerk of the Board)