



County of Monterey

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

Board Report

File #: 21-694, **Version:** 1

Approve and authorize the Library Director or Designee to enter into a Professional Services Agreement (PSA) with Clarks Pest Control of Stockton, Inc., in the amount not to exceed Four thousand dollars (\$4,000.00); for pest control maintenance, and abatement services for two (2) Library locations - Carmel Valley Library on a monthly service and Greenfield Library, every other month; retroactive from July 1, 2021 to June 30, 2022.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Library Director or Designee to enter into a Professional Services Agreement (PSA) with Clarks Pest Control of Stockton, Inc., in the amount not to exceed Four thousand dollars (\$4,000.00); for pest control maintenance, and abatement services for two (2) Library locations - Carmel Valley Library on a monthly service and Greenfield Library, every other month; retroactive from July 1, 2021 to June 30, 2022.

SUMMARY:

Monterey County Free Libraries (MCFL) has seventeen (17) locations, including the Administrative Office, and is responsible for the preservation and maintenance of its facilities. MCFL acquires pest control services for two of its Branches that manifests pest control issues - Greenfield Library and Carmel Valley Library.

Clark Pest Control of Stockton, Inc. services the Monterey county area and performed pest control services to MCFL's two branches last year. MCFL is satisfied with their services and would like to continue to contract with them for another year.

This contract is being presented to the Board as a Professional Standard Agreement, but retroactive since July. Due to an internal reorganization on the Vendor's part, Clarks Pest Control of Stockton, Inc.; was unable to provide the necessary paperwork until this time.

The recommended action will enable Monterey County Free Libraries (MCFL) to continue to receive pest control services to the Greenfield and Carmel Valley Libraries.

DISCUSSION/OTHER AGENCY INVOLVEMENT:

The proposed Agreement has been reviewed and approved by the County Counsel; Auditor-Controller's Office as to fiscal terms, by Risk Management regarding insurance and indemnification provisions, and by the Contracts and Purchasing Department regarding standard contract requirements.

FINANCING:

The recommended Professional Services Agreement (PSA) provides for a total amount not to exceed Four

Thousand Dollars (\$4,000.00). This expenditure is appropriated in the Library Budget Unit 6110 for FY 2021-22. Approval will have no impact on the County General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The approval of the Professional Service Agreement will facilitate Monterey County Free Libraries' mission to serve the community and continue to provide services that inspire, inform and provide opportunities for individual and community enhancement.

- Economic Development
- Administration
- Health & Human Services
- Public Safety

Prepared by: Jacqueline C. Bleisch, Administrative Services Officer, (831)883-7569

Approved by: Hillary Theyer, Library Director, (831)883-7566

Attachments:

County Standard Agreement - MCFL with Clarks Pest Control of Stockton, Inc.

Exhibit A - Scope of Services:

Service Agreement - Greenfield Library

Service Agreement - Carmel Valley Library