



Board Report

File #: A 21-503, **Version:** 1

- a. Approve a Non-Standard Agreement with Marine Lien Sale, Inc. to provide lien sale services for marine vessels and vehicles stored at Monterey County facilities for a total not-to-exceed amount of \$10,000, for a term effective October 26, 2021 through October 25, 2026; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Non-Standard Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve a Non-Standard Agreement with Marine Lien Sale, Inc. to provide lien sale services for marine vessels and vehicles stored at Monterey County facilities for a total not-to-exceed amount of \$10,000, for a term effective October 26, 2021 through October 25, 2026; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Non-Standard Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

SUMMARY/DISCUSSION:

Monterey County Parks provides wet and dry storage rental facilities at Lake San Antonio and Lake Nacimiento for private vessels and other personal property, including recreational vehicles, travel trailers, etc. At various times, the County needs to remove stored vessels and vehicles from park facilities when accounts become seriously delinquent. The lien sale process is a standard method for resolving such personal property, boat, and recreational vehicle (RV) storage matters.

Marine Lien Sale, Inc. (Contractor) provides lien sale services. The Contractor assists clients from initial implementation through completion of the lien sale process and ensures that the correct procedures are followed to meet California Department of Motor Vehicles (DMV) and State of California Harbors and Navigation Code Lien Sale Procedures requirements. The Contractor obtains the required authorization to conduct a lien sale, arranges for required advertising and notification of interested parties of the public sale, conducts the public auction/sale, coordinates with DMV, and provides necessary paperwork for successful bidders. The process requires notification of owner(s) and offers them a final opportunity to pay all fees owed to recover their property. Title remains with the registered owner until the lien sale process is complete. A typical lien sale process may take approximately 90 days to complete if unopposed.

Staff is requesting approval of a Non-Standard Agreement (NSA) as the proposed Contractor will complete all required process work remotely without needing to travel to or visit County property and has requested a modification to Section 9.0, Insurance Requirements, of the County's Standard Agreement. The proposed Contractor's rates for services are delineated in Exhibit A of the proposed NSA (Attachment A).

Currently, Monterey County Parks needs to effect the timely removal of four (4) vessels from its Lake San Antonio dry storage facility using the lien sale process. These vessels will remain on-site until the current

owner pays all past due fees and removes the vessel or the vessel is sold at auction.

The Department of Public Works, Facilities, & Parks (PWFP) requests the Board of Supervisors approve the proposed NSA with Marine Lien Sale, Inc., in a total amount not to exceed \$10,000, and a term effective from October 26, 2021 through October 25, 2026, to facilitate a current need for lien sale services at Lake San Antonio as well as other lien sale services needed throughout the NSA term.

OTHER AGENCY INVOLVEMENT:

The Offices of the County Counsel and Auditor-Controller have reviewed and approved the proposed NSA as to form and insurance and fiscal provisions, respectively.

FINANCING:

Funding for proposed NSA services is available in the Fiscal Year (FY) 2021-22 Adopted Budget for Parks Operations, Fund 001, Appropriation Unit PFP058. Other needed lien sale process services over the NSA term will be funded within that fiscal year's adopted budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action supports the Board of Supervisors' Administration Strategic Initiative. Approval of this NSA supports the proactive management of County facilities to ensure enforcement of County Parks rules and regulations and compliance with the Monterey County Code of Ordinances.

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

Prepared by: Nathan Merkle, Administrative Operations Manager (831) 755-5462

Reviewed by: Bryan Flores, Interim Chief of Parks

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities, & Parks

Attachment:

Attachment A-Proposed NSA with Marine Lien Sale, Inc.

(Attachment is on file with the Clerk of the Board)