



County of Monterey

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

Board Report

File #: 17-0631, **Version:** 1

- a. Approve Amendment No. 1 to the Standard Agreement with Frank J. Conte or Laurel R. Conte dba Conte's Generator Service to continue to provide services associated with generator maintenance and repair for various County Service Areas, County Sanitation Districts and specific County facilities, Request for Proposals #10551, to increase the not to exceed amount of \$39,650 by \$79,300 (at an annual amount of \$39,650 for the initial three (3) year term of the Agreement) for a total amount not to exceed \$118,950, with no extension to the term of the Agreement beginning October 2, 2015 through October 2, 2018, with the option to extend the term for two (2) additional one (1) year period(s); and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to the Standard Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 1 to the Standard Agreement with Frank J. Conte or Laurel R. Conte dba Conte's Generator Service to continue to provide services associated with generator maintenance and repair for various County Service Areas, County Sanitation Districts and specific County facilities, Request for Proposals #10551, to increase the not to exceed amount of \$39,650 by \$79,300 (at an annual amount of \$39,650 for the initial three (3) year term of the Agreement) for a total amount not to exceed \$118,950, with no extension to the term of the Agreement beginning October 2, 2015 through October 2, 2018, with the option to extend the term for two (2) additional one (1) year period(s); and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to the Standard Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

SUMMARY/DISCUSSION:

On October 5, 2015, the Contracts/Purchasing Officer executed a Standard Agreement (SA) with Frank J. Conte or Laurel R. Conte dba Conte's Generator Service (hereinafter, "Contractor") to provide generator maintenance and repair for various County Service Areas (CSAs), County Sanitation Districts (CSDs) and specific County facilities. Contractor was contracted to provide these services under Request for Proposals (RFP) #10551.

Approval of Amendment No. 1 to the SA will allow the County of Monterey (County) Resource Management Agency (RMA) to retain services from Contractor and provide additional funding to allow for continuation of services associated with generator maintenance and repair for various CSAs, CSDs and specific County facilities. Amendment No. 1 will increase the not to exceed amount of \$39,650 by \$79,300 (at an annual amount of \$39,650 for the initial three (3) year term of the Agreement) for a total amount not to exceed \$118,950, with no extension to the term of the Agreement beginning October 2, 2015 through October 2, 2018, with the option to extend the term for two (2) additional one (1) year period(s).

Attachment C provides a summary of the SA's annual expenditures and balance.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller's Office have reviewed and approved Amendment No. 1 as to form and legality, and fiscal provisions, respectively.

FINANCING:

Services provided by Contractor will be funded by the corresponding fund for the CSA, CSD or County Department/Facility requiring annual generator maintenance services as outlined in the SA. These ongoing services are included in the affected budgets on an annual basis.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Generators are used to provide back-up power for critical equipment for various sites throughout the County including sewer system pump stations, courthouses, and other critical equipment locations in the event of electrical outages. Proper maintenance of the generators is necessary to ensure they are in proper working order when electrical outages occur.

Check the related Board of Supervisors Strategic Initiatives:

Economic Development

Administration

Health & Human Services

Infrastructure

Public Safety

Prepared by: Lynette Redman, Management Analyst III, (831) 796-6038

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

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

Attachments:

Attachment A - Amendment No. 1 to SA

Attachment B - SA

Attachment C - Summary of SA Annual Expenditures and Balance

Attachment D - RFP #10551 and Addendum No. 1 to RFP #10551

(Attachments on File with the Clerk of the Board)