



## Board Report

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**File #:** 19-1242, **Version:** 1

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- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign a Standard Professional Services Agreement with Rayne of Monterey, Inc. for water softening and conditioning equipment repairs and maintenance and rental of three water softeners for the Sheriff's Office, for a term retroactive from July 1, 2018 to June 30, 2020 in the amount of \$50,000; and
- b. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign up to two (2) future amendments to the agreement where the amendment does not significantly change the scope of work, and where the amendments in total do not increase the contract value more than ten percent (10%) (\$5,000) for a revised maximum contract amount of \$55,000.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign a Standard Professional Services Agreement with Rayne of Monterey, Inc. for water softening and conditioning equipment repairs and maintenance and rental of three water softeners for the Sheriff's Office, for a term retroactive from July 1, 2018 to June 30, 2020 in the amount of \$50,000; and
- b. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign up to two (2) future amendments to the agreement where the amendment does not significantly change the scope of work, and where the amendments in total do not increase the contract value more than ten percent (10%) (\$5,000) for a revised maximum contract amount of \$55,000.

### DISCUSSION:

The Monterey County Sheriff's Office (MCSO) operates an Adult Detention facility in Salinas. The average daily population of this facility is 950 inmates, but the population can go as high as 1,100 inmates per day. The Jail contains a large water softening/conditioning system, because the water it draws from is high in mineral content. The level of minerals in the water can and will cause damage to the water pipes, boilers, and water using machinery, such as laundry and food service equipment, if not treated with softening conditioners. MCSO also has three leased water softening/conditioning systems at the Public Safety Building to treat the high in mineral water for Coroner's and water heater units throughout the building from damaging water pipes and other water using machineries.

MCSO began routing this contract on a timely basis. However, in the middle of the processes, the employee who was in charge of contracts became a part-time employee and eventually had retired in September 2018. Even though the employee had given MCSO well-advanced notice of her becoming a part-time employee to a retiree, MCSO was not able to fill the position yet. MCSO had sent eight (8) applicants through the background process and either they failed or withdrew from the process. MCSO is in the process of opening up a new recruitment of the position. Due to the inability to fill the position and additional staffing shortage at the Sheriff's Fiscal Division, there was no staff available to work on the contract until now.

A copy of this Agreement is on file with the Clerk to the Board.

### OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to legal form, and the Auditor-Controller has reviewed for fiscal provisions.

FINANCING:

There will be no increase in General Fund Contribution as a result of this recommendation. The estimated costs for this agreement are included in the Sheriff's Office Fiscal Year 2018-19 Adopted Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This contract meets the Board's strategic initiatives by *"Promoting an organization that practices efficient and effective resource management."*

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Prepared by: Julie Lavorato, Accountant III, X7253

Approved by: Steve Bernal, Sheriff /Coroner, 3856

Attachment: Retroactive Professional Services Agreement between County of Monterey and Rayne of Monterey, Inc.