



County of Monterey

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

Board Report

File #: 21-488, Version: 1

Retroactively approve and ratify an Emergency Purchase Order (EPO) starting May 11, 2021 with Coast Counties Glass, Incorporated in an amount not to exceed \$9,000, for the repair and replacement of Fire Safety Doors at the Monterey County Youth Center, located at 970 Circle Drive, Salinas.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Retroactively approve and ratify an Emergency Purchase Order (EPO) starting May 11, 2021 with Coast Counties Glass, Incorporated in an amount not to exceed \$9,000, for the repair and replacement of Fire Safety Doors at the Monterey County Youth Center, located at 970 Circle Drive, Salinas.

SUMMARY:

The Probation Department is recommending the retroactive approval and ratification of an Emergency Purchase Order to address immediate safety needs at the Youth Center.

DISCUSSION:

Monterey County Probation Department identified an immediate need for the replacement and repair of fire safety doors at the Youth Center, which are not appropriately working at this time. Therefore, the Department submitted an EPO request to the Contracts Purchasing Officer, who has approved it; the EPO effective date is May 11, 2021.

As Probation is responsible for the safety and security of the youth in their care, as well as of its staff, it is imperative that these doors are restored to good working order to protect life and property, and potentially help protect youth and staff from bodily injury. Further, the facility needs to be compliant with fire and safety regulations and State mandates for juvenile institutions.

This situation necessitated the immediate intervention allowed by the Emergency Purchase Order.

OTHER AGENCY INVOLVEMENT:

The County Contracts/Purchasing Officer has reviewed and authorized an EPO for the required services. County Counsel has reviewed and approved the board report and concurs with this action.

FINANCING:

The cost of the Emergency Purchase Order is not to exceed \$9,000. Sufficient funding and appropriations to cover this cost are contained in the Probation Department's Approved budget for FY 2020-21. This action will not require any additional General Fund contribution.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This recommendation supports the Board of Supervisors Strategic Initiatives of 1) Administration by practicing efficient and effective resource management and 2) Public Safety by maintaining a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow while reducing violent crimes.

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

Prepared by: Wendi Reed, Management Analyst II, ext. 3985

Approved by: Todd Keating, Chief Probation Officer, ext. 3913

Attachments:

Attachment A: Emergency Purchase Order No. 2550 0000001319 - Coast Counties Glass