



# County of Monterey

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

## Board Report

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**File #: 21-526, Version: 1**

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- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Countywide Service Agreements to provide Portable Toilet Site Services based on the criteria set forth in RFP #10799. The agreements are between the County of Monterey and the two (2) named vendors as follows: A & G Pumping, Inc. and Star Sanitation, LLC. on an as-needed basis for the initial term of three (3) years from July 1, 2021 through and including June 30, 2024 with the option to extend the agreements for two (2) additional one (1) year periods, for a total not to exceed a maximum five (5) year Agreement. The aggregate amount over the term of all Agreements shall not exceed \$500,000, in accordance with the terms and conditions set within each Agreement; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Portable Toilet Site Services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate June 30, 2024; and
- c. Authorize the Contracts/Purchasing Officer to increase the cumulative “not to exceed” amount by up to 10% of the original aggregate amount of \$500,000, even if no additional Agreements are entered into.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Countywide Service Agreements to provide Portable Toilet Site Services based on the criteria set forth in RFP #10799. The agreements are between the County of Monterey and the two (2) named vendors as follows: A & G Pumping, Inc. and Star Sanitation, LLC. on an as-needed basis for the initial term of three (3) years from July 1, 2021 through and including June 30, 2024 with the option to extend the agreements for two (2) additional one (1) year periods, for a total not to exceed a maximum five (5) year Agreement. The aggregate amount over the term of all Agreements shall not exceed \$500,000, in accordance with the terms and conditions set within each Agreement; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Portable Toilet Site Services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate June 30, 2024; and
- c. Authorize the Contracts/Purchasing Officer to increase the cumulative “not to exceed” amount by up to 10% of the original aggregate amount of \$500,000, even if no additional Agreements are entered into.

### SUMMARY/DISCUSSION:

The County of Monterey has a need for portable toilet units and portable toilet sanitation services during special events and for use as site sanitation throughout the County. The County also owns approximately 200 portable toilet units which require regular service. The Agreements include a provision contracting with vendors to provide units and service during emergencies and on an as-needed basis. None of the current agreements cover emergency orders, and rates can vary widely depending on the urgency of the need. Use of these Countywide Service Agreements during such emergencies will prevent increases in rental and service

rates when requests are made on short notice.

Approval of the recommended action will enable the County to assure a reliable source of Portable Toilet Site Services on an as-needed basis to the County of Monterey for the initial term of three (3) years from July 1, 2021 through and including June 30, 2024 with the option to extend the Agreements for two (2) additional one (1) year periods, for a total not to exceed a maximum five (5) year Agreement. Services shall include but are not limited to, unit rentals, cleaning and pumping of both contractor and County-owned units, and on-site pumping services for events. Each Agreement is based upon County requirements as set forth in the terms and conditions of RFP #10799. Each Agreement will be included on the Countywide Service Agreement schedule, so that departments can see these resources are available, eliminating the need for individual Agreements with each County department. The aggregate amount to be spent for all identified Agreements over the five (5) year term is not to exceed \$500,000. Copies of the Agreements are on file with the Clerk of the Board.

Additionally it is recommended that the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor be authorized to enter into additional similar Agreements after one year, with other vendors who otherwise meet the qualifications of RFP #10799 and agree to the same terms and conditions as approved vendors and where each additional Agreement would terminate at the same time as the Agreements presented before the Board for approval today. It is also recommended that the Contracts/Purchasing Officer of the Contracts/Purchasing Supervisor be authorized to increase the cumulative 'not to exceed' amount by up to 10% of the original aggregate amount of \$500,000 whether or not additional Agreements are entered into. This authority will provide needed flexibility to the County to deal with currently unanticipated needs.

#### OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved the Agreements as to form, as has the Auditor-Controller's Office as to financial provisions.

#### FINANCING:

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments. Based upon historical usage, the aggregate amount to be spent for all Agreements issued under RFP #10799 is not anticipated to exceed \$500,000 over the five (5) year term.

#### BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Security is a vital part of ensuring visitors as well as employees are safe when conducting business at a county facility.

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

Prepared by: Tom Skinner, Management Analyst III Contracts/Purchasing Dept., 5791

Approved by: Mike Derr, Contracts/Purchasing Officer, 4992

Attachments:

A & G Pumping, Inc. agreement  
Star Sanitation, LLC. agreement