

Date of Meeting: March 8, 2016

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**BOARD OF SUPERVISORS
FINANCE/GOVERNMENT OPERATIONS AND
ECONOMIC DEVELOPMENT COMMITTEE
ACTION ITEM**

SUBJECT: **AWARD AUTHORITY INCREASE/Snow and Ice Control Services**

ELECTION DISTRICT: Countywide

CRITICAL ACTION DATE: March 8, 2016

STAFF CONTACTS: Ernest Brown, General Services
Don McGarry, General Services
Philip Butterfass, Finance and Procurement

PURPOSE: To increase the contract award authority of the Snow and Ice Control Services contracts.

RECOMMENDATION: Staff recommends the Finance/Government Operations and Economic Development Committee (FGOEDC) recommend to the full Board of Supervisors (Board) that the Purchasing Agent be authorized to increase the award authority of the contracts for Snow and Ice Control Services in the amount of \$500,000, for a new total of \$1,000,000.

BACKGROUND: Invitation for Bid No. RFQ-10 was issued on August 5, 2014 for Snow and Ice Control Services. This original contract included snow removal and application of deicing agents using various types and sizes of equipment at the following locations: seven (7) Park and Ride Lots, twenty four (24) County Government Facilities and one (1) Subdivision. (The subdivision was included as a result of a developer default. The County seeks reimbursement in these instances from the developer bond.) Three (3) bids were received as part of the IFB. On September 20, 2014, staff awarded contracts to Blake Landscapes Inc., Property Services Landscape Inc. and Village Landscapes and Irrigation Inc. in the estimated amount of \$500,000.

The original contract was awarded for the period of October 1, 2014 to September 30, 2015 with up to three (3) additional renewal options. After award, staff from the Department of General Services, the Department of Transportation and Capital Infrastructure and the Department of Building and Development met with the firms, and developed a plan to assign specific locations to each of the firms. Staff exercised the first of three renewal options last fall for the period of October 1, 2015 through September 30, 2016 in the amount of \$500,000.

ISSUES: As a result of the significant amount of snow brought by snowstorm Jonas in January 2016, staff already exceeded the amount originally authorized under staff authority of \$500,000 for the current contract period. As of February 24, 2016, \$718,000 has already been spent under this contract on snow and ice control services due to the winter events including winter storm Jonas that have occurred thus far this season. That number is expected to increase as not all invoices for services performed during snowstorm Jonas have been received. Increased contract authority is essential to ensure appropriate coverage for the anticipated snow and ice events for the remaining of the current contract period, which ends on September 30, 2016. At of this date, staff estimates that \$500,000 of additional contract authority will be sufficient to offset any outstanding accounts payable plus any future services required during the remainder of this contract period. Last year, \$825,000 was spent on snow and ice control services.

In accordance with the Procurement Resolution, a contract awarded under staff authority cannot exceed \$500,000 without approval of the FGOEDC and the Board. Although staff only has \$500,000 of award authority, staff had to permit significant extra services to be performed above the award authority limit because of the County's declared state of emergency during snowstorm Jonas.

FISCAL IMPACT: Sufficient funding is available in the County's Adopted FY 2016 operating budget for the Department of General Services to cover the \$500,000 increase in the award authority for a new total of \$1,000,000. No additional funding is being requested with this item.

ALTERNATIVES:

1. Recommend to the full Board of Supervisors that the Purchasing Agent be authorized to increase the award authority of the current contracts for Snow and Ice Control Services in the amount of \$500,000 for a new total of \$1,000,000.

OR

2. Do not recommend the contract award authority increase and direct staff how to proceed. However, this alternative is not recommended by staff since it could jeopardize the safety of personnel and citizens.

DRAFT MOTIONS:

1. I move that the Finance/Government Operations and Economic Development Committee recommend to the full Board of Supervisors that the Purchasing Agent be authorized to increase the award authority of the current contracts for Snow and Ice Control Services in the amount of \$500,000, for a new total of \$1,000,000.

OR

2. I move an alternate motion.