



## Legislation Details (With Text)

**File #:** 18-0530      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 3/26/2018      **In control:** Board of Supervisors

**On agenda:** 8/14/2018      **Final action:** 8/14/2018

**Title:** Community Development Services, Administration and Finance Division, recommending the Board approve and authorize the Purchasing Agent to sign the First Amendment to Agreement for Services 145-S1711 with Dario Mancio, for on-call gardening and landscape maintenance services at the Placerville Union Cemetery, which increases the contract's not-to-exceed amount by \$28,000, from \$37,000 to \$65,000, with no change in rates or term, and provides for administrative updates regarding notice and contract administration.

**FUNDING:** General Fund and fees for cemetery plot sales and services

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved Contract Routing Sheet 8-14-18, 2. B - Dario Mancio Amendment 1 to Agreement 145-S1711 8-14-18, 3. C - Dario Mancio Agreement for Services 145-S1711 8-14-18

Date	Ver.	Action By	Action	Result
8/14/2018	1	Board of Supervisors	Approved	Pass

Community Development Services, Administration and Finance Division, recommending the Board approve and authorize the Purchasing Agent to sign the First Amendment to Agreement for Services 145-S1711 with Dario Mancio, for on-call gardening and landscape maintenance services at the Placerville Union Cemetery, which increases the contract's not-to-exceed amount by \$28,000, from \$37,000 to \$65,000, with no change in rates or term, and provides for administrative updates regarding notice and contract administration.

**FUNDING:** General Fund and fees for cemetery plot sales and services

### DEPARTMENT RECOMMENDATION

Community Development Services, Administration and Finance Division, recommending the Board approve and authorize the Purchasing Agent to sign the First Amendment (Amendment 1) to Agreement for Services 145-S1711 (Agreement) with Dario Mancio, for on-call gardening and landscape maintenance services at the Placerville Union Cemetery, which increases the contract's not-to-exceed amount by \$28,000, from \$37,000 to \$65,000, with no change in rates or term, and provides for administrative updates regarding notice and contract administration.

### DISCUSSION / BACKGROUND

Historically, County staff was utilized to perform maintenance at County-owned cemeteries. When the overall County grounds workload was such that the desired level of cemetery maintenance couldn't be achieved, it resulted in degradation of facilities which lead to more costly and extensive repairs and rehabilitation.

Recognizing the need to provide grounds maintenance at County cemeteries, as well as Zones of Benefit, the Board on June 7, 2016 (Item 26), awarded Request for Proposal 16-918-055 (RFP) to

three successful proposers, and further authorized the Purchasing Agent to sign negotiated on-call agreements, all with three-year terms, for gardening, landscaping, and irrigation system maintenance and repair type services for the Emerald Meadows and Blanchard Estates Zones of Benefit, the Georgetown cemeteries and other County-operated cemeteries and facilities, and the Placerville Union Cemetery. The not-to-exceed amounts of the three negotiated contracts, when combined, were not-to-exceed \$165,000.

Contracts were executed by the County's Purchasing Agent to the awarded proposers, as follows:

- 1) CP Landscape Maintenance, Inc., in the amount of \$63,000, for the Emerald Meadows and Blanchard Estates Zones of Benefit services;
- 2) Justice Enterprises, dba Yards-R-U's, in the amount of \$64,000, for Georgetown cemeteries and other County-operated cemeteries and facilities; and
- 3) Dario Mancio, in the amount of \$37,000, for the Placerville Union Cemetery.

Of the three contracts issued, only the Dario Mancio Agreement requires additional funding at this time in order to continue providing services at the Placerville Union Cemetery (Cemetery) through its remaining 3-year term, expiring September 29, 2019. As of this request, only \$1,400 remains of the \$37,000 authorized.

Since the Agreement's approval in September 2016, the Cemetery has experienced excessive ground damage resulting from animal/rodent digging and tunneling, and erosion resulting from heavy winter rains. There has also been a marked increase in community complaints regarding the declining state of the Cemetery grounds, as well as safety issues when on site for funerals and visitations. This has required additional on-call services to be requested for repairs and restoration.

With approval of Agreement Amendment 1, the County will be able to request the usual and customary maintenance services for the Cemetery, as well as those additional services necessary to help maintain the natural beauty and integrity of the grounds for the benefit of the community and visiting public.

The Agreement's not-to-exceed amount, as amended, will remain within the County Purchasing Agent's signature authority. No change in the approved hourly rate or term is required.

With approval of this increase, the combined not-to-exceed amount of all three RFP contracts now totals \$192,000.

## **ALTERNATIVES**

The Board could choose to:

- 1) Reduce the Amendment 1 increase in compensation to a lesser amount; or
- 2) Retain the Agreement as originally approved, recognizing that once the remaining funds have been expended, an extended lapse in services will occur until a separate Request for Proposal process can be completed and a new contract awarded.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel and Risk Management have approved Amendment 1.

## **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT**

Gardening and landscape maintenance services at the Placerville Union Cemetery will be paid out of the General Fund and fees for cemetery plot sales and services. On-call services, through the Agreement's expiration date ending September 29, 2019, will remain within the amended not-to-exceed amount of \$65,000, and within the Cemetery's authorized expenditure budgets for fiscal years 2018/2019 and 2019/2020.

**CLERK OF THE BOARD FOLLOW-UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

Good Governance and Public Safety.

**CONTACT**

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Community Development Services, Administration and Finance Division