



# County of El Dorado

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## Legislation Details (With Text)

**File #:** 09-0998      **Version:** 6

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

**File created:** 7/20/2009      **In control:** Board of Supervisors

**On agenda:** 8/5/2014      **Final action:** 8/5/2014

**Title:** Community Development Agency, Administration and Finance Division, recommending the Board consider the following:

- 1) Approve the continuation of four current perpetual contracts, one current perpetual purchase order, and one current perpetual subsidy:
  - a) No. 428-S0110 with the State of California, Department of Transportation to provide signal maintenance service;
  - b) No. 821-S0710 with Squarerigger, Inc. to provide annual software support and maintenance;
  - c) No. 427-M0810 for the Capital SouthEast Connector Joint Powers Authority for the planning, design, and construction of the Elk Grove - Rancho Cordova - El Dorado Connector;
  - d) No. 098-O1111 with the State of California Board of Equalization for electronic filing of reporting sales tax collected;
  - e) No. 838-O0910 with Viathor, Inc. to provide annual software support and maintenance for a specialized software program used for bridge analysis and design; and
  - f) Cameron Park Airport District subsidy to fund road maintenance; and
- 2) Authorize the Purchasing Agent to establish blanket purchase orders as necessary to process associated payments for Fiscal Year 2014/2015.

FUNDING: Road Fund and Road District Tax Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 6A - Attachment A 8-5-14, 2. 6B - Caltrans AGMT 8-5-14, 3. 6C - Squarerigger AGMT 8-5-14, 4. 6D - Elk Gr-Rancho Cor JPA 8-5-14, 5. 6E - Bd of Equal AGMT 8-5-14, 6. 6F - Viathor PO 8-5-14, 7. 5A - Attachment A, 8. 5B - Caltrans AGMT, 9. 5C - Squarerigger AGMT, 10. 5D - Elk Gr-Rancho Cor JPA, 11. 5E - Bd of Equal AGMT, 12. 5F - Viathor PO, 13. 4A - Attachment A, 14. 4B - Caltrans AGMT, 15. 4C - Squarerigger AGMT, 16. 4D - Elk Gr-Rancho Cor JPA, 17. 4E - Bd of Equal AGMT, 18. 4F - Viathor PO, 19. A - Attachment A.PDF, 20. B - Caltrans AGMT.PDF, 21. C - Squarerigger AGMT.PDF, 22. 2A - Attachment A, 23. 2B - Caltrans AGMT, 24. 2C - Squarerigger AGMT, 25. 2D - Viathor PO, 26. 3A - Attachment A, 27. 3B - Caltrans AGMT, 28. 3C - Squarerigger AGMT, 29. 3D - Sac Placerville JPA, 30. 3E - Elk Gr-Rancho Cor JPA, 31. 3F - Bd of Equal AGMT, 32. 3G - Viathor PO

Date	Ver.	Action By	Action	Result
8/5/2014	6	Board of Supervisors	Approved	Pass
7/30/2013	5	Board of Supervisors	Approved	Pass
7/17/2012	4	Board of Supervisors	Approved	Pass
10/18/2011	3	Board of Supervisors	Approved	Pass
9/28/2010	2	Board of Supervisors	Approved	Pass
9/15/2009	1	Board Of Supervisors	Approved	Pass

Community Development Agency, Administration and Finance Division, recommending the Board consider the following:

1) Approve the continuation of four current perpetual contracts, one current perpetual purchase order,

and one current perpetual subsidy:

- a) No. 428-S0110 with the State of California, Department of Transportation to provide signal maintenance service;
  - b) No. 821-S0710 with Squarerigger, Inc. to provide annual software support and maintenance;
  - c) No. 427-M0810 for the Capital SouthEast Connector Joint Powers Authority for the planning, design, and construction of the Elk Grove - Rancho Cordova - El Dorado Connector;
  - d) No. 098-O1111 with the State of California Board of Equalization for electronic filing of reporting sales tax collected;
  - e) No. 838-O0910 with Viathor, Inc. to provide annual software support and maintenance for a specialized software program used for bridge analysis and design; and
  - f) Cameron Park Airport District subsidy to fund road maintenance; and
- 2) Authorize the Purchasing Agent to establish blanket purchase orders as necessary to process associated payments for Fiscal Year 2014/2015.

**FUNDING:** Road Fund and Road District Tax Fund.

<b>BUDGET SUMMARY:</b>	
Total Estimated Cost.....	\$29,750
Funding.....	
Budgeted.....	\$29,750
New Funding.....	\$
Savings.....	\$
Other.....	\$
Total Funding Available.....	\$29,750
Change To Net County Cost.....	\$0

**Fiscal Impact/Change to Net County Cost**

The current Fiscal Year's (FY) budget associated with the State of California, Department of Transportation (Caltrans) Agreement is \$4,500; the current FY's budget associated with the Squarerigger, Inc. Agreement is \$4,200; the current FY's budget associated with the Capital SouthEast Connector Joint Powers Authority (Elk Grove - Rancho Cordova - El Dorado Connector Authority) Agreement is \$10,000; the current FY's budget associated with the Viathor, Inc. Purchase Order is \$900; and the current FY's budget associated with the Cameron Park Airport District subsidy is \$10,150. The Cameron Park Airport subsidy in the amount of \$10,150 is funded by the Road District Tax Fund with the balance of \$19,600 funded by the Road Fund. There is no fiscal impact associated with the State of California Board of Equalization Trading Partner Agreement for BOE Motor Fuels Electronic Filing Program.

**Background**

On September 15, 2009, the Board approved the continuation of two perpetual contracts for the Department of Transportation, now the Community Development Agency, Transportation Division (Transportation): No. 428-S0110 with Caltrans and No. 821-S0710 with Squarerigger, Inc. In addition to the aforementioned two perpetual contracts, on September 28, 2010, the Board also approved the continuation of a perpetual purchase order (PO201001238) under No. 838-O0910 for Transportation

with Viathor, Inc. On October 18, 2011, the Board approved the continuation of the two aforementioned perpetual contracts and the perpetual purchase order, and three additional contracts: No. 541-F0111 with the Sacramento-Placerville Transportation Corridor Joint Powers Authority, No. 427-M0810 with Capital SouthEast Connector Joint Powers Authority (Elk Grove - Rancho Cordova - El Dorado Connector Authority), and No. 098-O1111 with State of California Board of Equalization. For FY 12/13 and FY 13/14, the responsibility of maintaining the Continuing Agreement to Advance Funds for the Sacramento-Placerville Transportation Corridor Joint Powers Authority was transferred to the Chief Administrative Office.

On December 12, 2000, the Board authorized an annual subsidy from the Road District Tax operations budget to the Cameron Park Airport District for the purpose of funding road maintenance in an amount equal to the 2000 Education Revenue Augmentation Fund shift. On November 6, 2012, the Board reaffirmed its desire to provide an annual subsidy to the Cameron Park Airport District, and directed Transportation staff, now Community Development Agency staff, to return to the Board annually for reaffirmation with its perpetual contracts.

### **Reason for Recommendation**

The purpose of this Legistar item is for the Board to approve the continuation of four perpetual contracts, one perpetual purchase order, and one perpetual subsidy for which the Community Development Agency administers. None of these contracts, purchase order, or subsidy has a stated contract term.

The Caltrans Signal Maintenance Agreement provides for routine maintenance of signals and lighting by Caltrans at the Pioneer Trail at Black Bart Avenue/Cold Creek Trail intersection in South Lake Tahoe. Caltrans is also on call to handle unforeseen problems with the traffic control signal system if required. The Squarerigger, Inc. Agreement provides for annual support and maintenance for the ShopWatch time management software module, MobileShop software and Vehicle Tracker handheld equipment used by the Maintenance Unit's Equipment Shops Section. The Joint Exercise of Powers Agreement for the Capital SouthEast Connector Joint Powers Authority (formerly named Elk Grove - Rancho Cordova - El Dorado Connector Authority) provides for the acquisition of real property and the construction of the Connector Project until the Project is fully accomplished. While the Joint Exercise of Powers Agreement does not require the Board to authorize continuance, the Community Development Agency, Administration and Finance Division (Administration and Finance), includes this Agreement along with the other perpetual items to provide an annual opportunity for Board review.

The State of California Board of Equalization Trading Partner Agreement for BOE Motor Fuels Electronic Filing Program provides for electronic filing of reporting the sales tax collected on jet fuel sold at the Placerville Airport. The Viathor, Inc. Purchase Order provides for annual support and maintenance for VBridge software used by Transportation's Engineering Unit to aid in designing bridges. The Cameron Park Airport District subsidy funds road maintenance in an amount equal to the 2000 Education Revenue Augmentation Fund shift.

Administration and Finance brings this matter before the Board pursuant to the requirement of Section 4.5, Contract Term, of Board of Supervisors Policy C-17 (Procurement Policy), which requires departments to obtain authorization from the Board initially, and on an annual basis, to utilize any contract that does not have a stated contract term. This matter is intended to apprise the Board of these perpetual contracts, and to seek authorization for the Purchasing Agent to prepare the necessary purchase orders for the associated FY 14/15 contract payments. Staff has also provided

the Board with information as to the termination provisions of each of the contracts (outlined in Attachment A). Because of the important services these contracts provide, Administration and Finance recommends their continued use.

**Action to be taken by the Purchasing Agent following Board approval**

The Purchasing Agent shall establish blanket purchase orders as necessary for FY 14/15 for payment of the Community Development Agency's perpetual contracts with Caltrans for signal maintenance service; Squarerigger, Inc. for annual software support and maintenance; Capital SouthEast Connector Joint Powers Authority for participation fees; Viathor, Inc. for annual software support and maintenance; and the Cameron Park Airport District subsidy to fund road maintenance.

**Contact**

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**Concurrences**

N/A