



# County of El Dorado

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## Legislation Text

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**File #:** 20-1641, **Version:** 1

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Chief Administrative Office, Procurement and Contracts Division, recommending the Board authorize the Purchasing Agent to increase Purchase Contract 3581 by \$100,000 for a total contract value of \$206,500 for the purchase of disposable gloves through Fastenal Company of El Dorado Hills, CA on an "as needed" basis for countywide use.

**FUNDING:** Various funding sources based on department needs.

### **DISCUSSION / BACKGROUND**

The Procurement and Contracts Division issued Invitation to Bid 19-475-030 in November 2018 for the purchase of disposable gloves for countywide use, with an anticipated usage of approximately \$30,000 annually. Fastenal Company of El Dorado Hills, CA, a local vendor, was awarded the bid. This bid was within the Purchasing Agent's award authority in accordance with Purchasing Policy C-17, 5.6.4. Contract 3581 has been extended through 12/09/2021 under the same terms and conditions in Bid 19-475-030. This contract has seen several escalations and product substitutions by manufacturers due to limited supply and increased demand related to COVID-19.

During the first fourteen (14) months of this contract, the County purchased approximately \$2,300 monthly in disposable gloves countywide through February 2020. Since the COVID-19 emergency in March, 2020, the County has averaged approximately \$4,700 per month in disposable glove purchases countywide. In November, a change order for \$7,500 was issued related to gloves purchased with CARES act funding. Currently, there is less than \$1,500 left on this contract and the Division believes that departments will continue to have an increased need for gloves resulting in a need to increase the contract by \$100,000.

### **ALTERNATIVES**

If the contract is not increased, departments will not be able to purchase gloves through Fastenal.

### **PRIOR BOARD ACTION**

N/A

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

### **CAO RECOMMENDATION**

Approve as recommended.

### **FINANCIAL IMPACT**

The contract is funded by each department based upon use, funding is available within each department's budget.

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

N/A

**STRATEGIC PLAN COMPONENT**

Public Safety

**CONTACT**

Michele Weimer, Purchasing Agent