



Legislation Text

File #: 22-0409, **Version:** 1

Chief Administrative Office, Procurement and Contracts Division, recommending the Board consider the following:

- 1) Make findings pursuant to Article II, Section 210b(6) of the El Dorado County Charter and in accordance with County Ordinance Code 3.13.030 Section B that it is appropriate to continue contracting with Wilkinson Portables, Inc. because the ongoing aggregate of the work to be performed under Agreement for Services 5586 requires specific equipment as well as specialty skills and qualifications not expressly identified in County classifications;
- 2) Authorize the Purchasing Agent to sign Amendment II to Agreement for Services 5586 to increase the total compensation for this Agreement by \$75,000, for an amended not-to-exceed amount of \$150,000, with no other changes to this Agreement, for providing placement and service of portable toilets and sinks as well as servicing County-owned portable toilets on an as-needed basis; and
- 3) Authorize the Purchasing Agent to execute future amendments to Agreement for Services 5586, contingent upon County Counsel, Risk Management, and Human Resources approval, which do not increase the maximum dollar amount or term of the Agreement.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

The Chief Administrative Office, Procurement and Contracts Division, awarded Agreement for Services 5586 to Wilkinson Portables, Inc. to provide placement and service of portable toilets and sinks as well as servicing County-owned portable toilets on an as-needed basis on behalf of various County departments. The agreement was initially awarded in the not-to-exceed amount of \$45,000 for the period of June 19, 2021, through June 18, 2024 based on historical usage and anticipated requirements. On November 10, 2021, the Purchasing Agent executed Amendment I to Agreement for Services 5586 which increased the not-to-exceed amount to \$75,000 to process the invoices that were generated as the result of portable toilet and sink service requests for emergency personnel that were deployed throughout the County during the Caldor Fire event. The current balance of this agreement is not sufficient to pay for services rendered through the remaining term of this Agreement and it is estimated that County departments will need an additional \$75,000 to pay for routine services through June 18, 2024. With the Board's approval of this request, the new not-to-exceed amount for this Agreement would be \$150,000 with no other changes to this agreement.

ALTERNATIVES

The Board could decide to not approve this amendment request which would result in an interruption of contracted portable toilet and sink services while County staff explored other contracting options. This interruption could result in significantly negative impacts to the ongoing missions and daily operations of the various County departments that use this County-wide agreement.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

County Counsel, Risk Management, and Human Resources. The Auditor-Controller has been notified per Board Policy B-12.

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

The requested Amendment II to Agreement for Services 5586 continues to be funded by the General Fund. Each County department that uses this Agreement is responsible for ensuring that sufficient appropriations are included in their Fiscal Year 2021-22 budget and will be included in future budgets through the term of this Agreement.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Infrastructure and Public Safety

CONTACT

Michele Weimer, Procurement and Contracts Manager/Purchasing Agent