



Legislation Text

File #: 23-0759, **Version:** 1

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

- 1) Waive formal bid requirements in accordance with Procurement Policy C-17, Section 3.4 (4) Exemptions from Competitive Bidding;
- 2) Authorize the Purchasing Agent to continue the use of the State of California's competitively bid Contract 7-18-51-01 and 7-18-51-02 for the acquisition of Facilities Maintenance and Repair & Operations and Industrial Supplies for use by all County Departments;
- 3) Authorize the Purchasing Agent to extend the term of the agreements if the State of California extends contracts 7-18-51-01 and 7-18-51-02 for the acquisition of Facilities Maintenance and Repair & Operations and Industrial Supplies; and
- 4) Authorize the Purchasing Agent to increase Purchase Contract 6701 with Fastenal Company and Purchase Contract 6702 with W.W. Grainger on an "as needed" basis during the awarded period as long as funding is available within the requesting department's budget.

FUNDING: General and Non-General Fund.

DISCUSSION / BACKGROUND

The County purchases Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies utilizing the State of California, Department of General Services, Procurement Division's cooperative purchase agreements with Fastenal Company, contract 7-18-51-01 (County contract 6701) and W.W. Grainger contract 7-18-51-02 (County contract 6702) both with terms of 7/1/2018 through 6/30/2024. Over the course of this fiscal year, departments have purchased over \$30,000 of goods utilizing contract 6701 and \$75,000 utilizing contract 6702 with most of the purchases from CAO-Facilities Division, Department of Transportation, and Environmental Management. The CAO Procurement and Contracts Division has been informed that disposable gloves are available on these contracts at nearly half the price of the County's current disposable glove contract. The bid for the current disposable glove contract was awarded during the COVID pandemic when limited supply and increased demand resulted in higher prices. With the increase of products being purchased utilizing these contracts it is anticipated that the contracts will exceed \$100,000 which requires Board of Supervisors approval in accordance with Board Policy C-17, Section 4.1.

ALTERNATIVES

The Board could choose to not approve the recommended extensions and increases, causing operational impacts to departments by delaying future Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies purchases for countywide use.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

County Counsel has approved the use of the State of California's competitively bid Contract 7-18-51-01 and 7-18-51-02 for the acquisition of Facilities MRO and Industrial Supplies for countywide use.

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

Facilities MRO and Industrial Supplies are budgeted within individual departments and programs and may be part of general fund or grant-awarded programs. Department's will not purchase MRO and Industrial Supplies unless sufficient funds are available in the department's fiscal year budgets.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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