



# Board Agenda Item 31

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DATE: June 12, 2018  
TO: Board of Supervisors  
SUBMITTED BY: Jean M. Rousseau, County Administrative Officer  
SUBJECT: FY 2018-19 Veterans Memorial Museum Funding Agreement

RECOMMENDED ACTION(S):

- 1. Make a finding that it is in the best interest of the County to waive the competitive bidding process consistent with Administrative Policy No. 34 for unusual or extraordinary circumstances for the solicitation of promotion, improvement, operation and maintenance of the museum; and**
- 2. Approve and authorize the Chairman to execute a sole source Agreement with the Veterans Memorial Museum for the continued promotion, improvement, operation and maintenance of the museum effective July 1, 2018 through June 30, 2019 (\$20,000).**

Approval of the Agreement will allow the County of Fresno to continue to honor Fresno County's veterans and help preserve its military history through partial funding of the Veterans Memorial Museum. This item is countywide.

ALTERNATIVE ACTION(S):

Approval of this Agreement is consistent with funding to be included in the FY 2018-19 Recommended Budget, Interest and Miscellaneous Expenses Org 2540. Should your Board not approve the recommended action, the County of Fresno will not continue to honor its veterans through partial funding of the Veterans Memorial Museum.

SUSPENSION OF COMPETITION/SOLE SOURCE CONTRACT:

It is requested that the County waive the competitive bidding process consistent with Administrative Policy No. 34 under the "unusual or extraordinary circumstances" exceptions.

FISCAL IMPACT:

There is an additional \$20,000 in Net County Cost associated with the recommended action. Appropriations will be included in the FY 2018-19 Recommended Budget, Interest and Miscellaneous Expenses Org 2540 (\$20,000), the same as in years past. Consistent with past annual agreements, payment to Veterans Memorial Museum of the recommended \$20,000 will be made in full after the execution of the Agreement and submission of a valid invoice.

DISCUSSION:

The Veterans Memorial Museum continues to provide recognition to veterans of all wars with special

emphasis for those that have either joined the armed services from Fresno County or presently reside there. In doing so, a corridor of flags recognizing each of the U.S. Military Services and Fresno County veterans groups have been placed on display along the entry to the Fresno Veterans Memorial Building and a "Lobby of Honor" displays medals with a listing of the Fresno County recipients.

In the FY 2017-18 Adopted Budget a total of \$20,000 in appropriations were designated for the Veterans Memorial Museum and included in Interest and Miscellaneous Expenditures Org 2540 to fund this Agreement. The funding assists the Veterans Memorial Museum in the promotion, improvement, operation or maintenance of the Museum that preserves Fresno County's military history and honors its veterans. The recommended Agreement is for the period of July 1, 2018 through June 30, 2019, a term aligned with the County's fiscal year. The CAO is requesting the same amount of \$20,000 for FY 2018-19.

Section 10 of the agreement contains the insurance coverage and language currently approved for use in the County's model contract. Risk Management has recently proposed that the insurance coverage and language in the County's model contract be revised. County Counsel and Risk Management will be working on these changes over the next several months. However, the Department has a need to move forward with this contract to address service needs. Additionally, the Department believes the insurance coverage required in Section 10 of the agreement adequately protects the interests of the County in this contract and County Counsel is comfortable signing the agreement as to legal form. Therefore, it is recommended your Board approve the recommended agreement in its current form.

REFERENCE MATERIAL:

BAI #40, September 12, 2017  
BAI #29, August 9, 2016  
BAI #24, December 8, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

Sole Source Acquisition Request  
On file with Clerk - Agreement with Veterans Memorial Museum

CAO ANALYST:

Juan Lopez