



Board Agenda Item 37

DATE: October 31, 2017

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Declaration of Emergency Regarding the Flood at the Elections Warehouse

RECOMMENDED ACTION(S):

- 1. Adopt Resolution acknowledging the emergency nature of the water leak incident at the Elections warehouse and make a finding pursuant to County Administrative Policy 34 that unusual and extraordinary circumstances exist that it is in the best interest of the County to suspend competitive bidding, and negotiate and execute contracts for services and supplies as necessary for the remediation and restoration of County property.**
- 2. Authorize the Director of Internal Services/Chief Information Officer to negotiate and execute agreements and other documents necessary for the remediation and restoration of County property.**
- 3. Adopt a Budget Resolution increasing the FY 2017-18 appropriations and estimated revenues for the Facility Services Org 8935 in the amount of \$80,000 (4/5 vote).**

Approval of the Recommended Actions 1 and 2 will allow the Director of Internal Services/Chief Information Officer to timely procure the necessary services and supplies to remediate and restore the material damaged in the flood. Approval of Recommended Action 3 will appropriate the estimated funds necessary for the remediation and restoration of the building.

ALTERNATIVE ACTION(S):

There is no viable alternative action.

SUSPENSION OF COMPETITION/SOLE SOURCE CONTRACT:

Recommended Action 1 is to suspend the customary competitive bidding process consistent with the "unusual or extraordinary circumstances" exception contained in Administrative Policy No. 34. This is consistent with the processes used for previous and similar remediation projects for emergencies such as the Fresno County Hall of Records, North Annex Jail, Brix-Mercer, and UMC. Purchasing has reviewed the request and concurs with the Department's need to suspend the competitive bidding process.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The County carries insurance coverage that limits the out-of-pocket deductible to a range of \$5,000 to \$25,000, depending upon

which coverage applies to the claim. The deductible will be paid using insurance proceeds from the Risk Management Fund-Property Insurance Program. Facility Services will be responsible for paying all upfront costs beyond the deductible directly to each vendor. Those costs would then be submitted to Risk Management, which would process the reimbursement claim through the County's insurance carrier. Sufficient appropriations are available in the Interest and Miscellaneous Expenditures Org 2540 FY 2017-18 Adopted Budget to cover any unreimbursed amount. The current estimated cost of the remediation is \$80,000. Approval of the third recommended action will increase the FY 2017-18 appropriations and estimated revenues in the amount of \$80,000 in the Facility Services Org 8935 to cover these costs. Should additional funds be required, staff will return to your Board on a later date.

DISCUSSION:

On August 14, 2017, County staff discovered that a water leak had developed in the Elections warehouse over the weekend. A plastic water feeder line in a swamp cooler had deteriorated and failed. As a result, water began to spill onto storage shelves and spread across multiple isles. Approximately 200 boxes containing Elections materials were saturated. Emergency remediation services were necessary to salvage the damaged materials and protect County Property.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Suspension of Competition Acquisition Request
On file with Clerk - Resolution
On file with Clerk - Budget Resolution Org 8935

CAO ANALYST:

John Hays