



Board Agenda Item 60

DATE: December 10, 2019

TO: Board of Supervisors

SUBMITTED BY: Steven E. White, Director
Department of Public Works and Planning

SUBJECT: Amendment to Agreement with AAA Quality Services, Inc.

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a First Amendment to Agreement No. 17-054 with AAA Quality Services, Inc. for portable chemical toilet rental and maintenance services removing the annual maximum compensation payable for each relevant department, effective upon execution with no change in term to February 27, 2022 and increasing the maximum by \$25,000 to a total of \$260,000.

Approval of the recommended action will remove the annual maximum compensation payable pertaining to each department and will increase the total maximum compensation to \$260,000. The Departments of Social Services, Public Works & Planning, and Sheriff-Coroner maximums will be combined into a lump sum. The recommended amendment will allow for more flexibility in allocating and spending funds, based on immediate needs, through the remainder of the term. This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the Department of Public Works and Planning may return to the Board, to be determined in each contract year, with a request to increase compensation payable for each department for the remaining years during the term to ensure the maximum is not exceeded. The recommended amendment would cover unanticipated increases in portable chemical toilet rental and maintenance services used throughout the County.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The recommended amendment will remove the annual maximum compensation payable for each department; increase the maximum total compensation payable by \$25,000, for a total of \$260,000 during the term. The annual maximums of the Departments of Social Services, Public Works & Planning, and Sheriff-Coroner will be combined into a lump sum, allowing increased flexibility to allocate and spend funds through the remainder of the agreement. Since February 28, 2017, the departments have expended \$79,890 total; \$155,110 remain. Appropriations for departmental expenditures are budgeted by individual departments annually and approved by your Board. Sufficient appropriations and estimated revenues are included in the user department's FY 2019-20 Adopted Budgets.

DISCUSSION:

On February 28, 2017, the Board approved Agreement No. 17-054 with AAA Quality Services, Inc., for the

rental and maintenance of portable chemical toilets throughout the County. The rentals are important as they improve work site safety and enable work crew efficiency.

The agreement was for a potential five-year term with a three-year base contract and two optional one-year extensions and included both annual and total maximum compensation payables during the term in the following amounts:

- \$2,000 annual maximum for the Sheriff-Coroner, total maximum of \$10,000;
- \$8,000 annual maximum for the Department of Social Services, total maximum of \$40,000; and,
- \$185,000 maximum for various divisions within the Department of Public Works & Planning.

The agreement allowed for a maximum of \$235,000 across all user departments.

The recommended amendment will remove the annual maximums, increase the total maximum compensation by \$25,000, resulting in a contract maximum of \$260,000, allowing the user departments flexibility to allocate and spend unexpended funds from prior years. The increase in maximum compensation is due to an increased need of portable chemical toilet rentals throughout the County.

All other terms will remain unchanged.

REFERENCE MATERIAL:

BAI #36, February 28, 2017

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amendment to Agreement No. 17-054 with AAA Quality Services, Inc.

CAO ANALYST:

Sonia M. De La Rosa