

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

September 15, 2020

FROM

GARY McBRIDE, Chief Executive Officer, County Administrative Office

TERRY W. THOMPSON, Director, Real Estate Services Department – Project Management

SUBJECT

Amendment No. 1 to Audio Visual Contract with Solutionz Conferencing, Inc. for Equipment and Installation Services for the County Government Center Video Conferencing Center Project

RECOMMENDATION(S)

Approve **Amendment No. 1** to **Contract No. 20-199** with Solutionz Conferencing, Inc. in the amount of \$20,555, an increase from \$276,442 to \$296,997 to compensate Consultant for after-hours work required to complete the audio visual equipment and installation portion of the County Government Center Video Conferencing Center Project (WBSE 10.10.1008) located at 385 N. Arrowhead Ave in San Bernardino. The contract duration for this scope of work is April 21, 2020 to April 20, 2021.

(Presenter: Leonard X. Hernandez, County Chief Operating Officer, 387-5425)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item does not require additional Discretionary General Funding. This item reallocates funding from the Project Contingency to Audio Visual Equipment and Installation. The County Government Center Video Conferencing Center Project (Project) will be funded using Discretionary General Funding (Net County Cost) should no other funding be available. However, it is the intent that the County will seek to use Federal Coronavirus Aid, Relief, and Economic Security (CARES Act) Coronavirus Relief Funds for the total Project costs of \$679,422, including costs for Contract No. 20-199 with Solutionz Conferencing, Inc. (Solutionz), and the adjusted contract amount of \$20,555 under this Amendment.

A summary of the original contract with Solutionz and Amendment No. 1 is as follows:

Date	Description	Amendment Amount	Amount
4/21/20	Original Contract		\$276,422
4/22/20	Amendment No. 1: After Hours Work	\$20,555	
	Total amount of revised contract		\$296,977

BACKGROUND INFORMATION

**Amendment No. 1 to Audio Visual Contract with Solutionz Conferencing, Inc. for Equipment and Installation Services for the County Government Center Video Conferencing Center Project
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With the onset of the COVID-19 pandemic, and consequent cancellation of gatherings, trainings, and other face-to-face meetings, the County sought approval of the County Government Center Video Conferencing Center Project in an effort to increase the County's ability to continue to provide services, and remain within the County's new meeting and training guidelines. The Project awarded an audio visual contract to Solutionz Conferencing, Inc., to provide for audio visual equipment and installation to create a video wall and video conferencing solution for the County Government Center. The Project also provided for construction of the space, to be performed by and through the use of a competitively bid Job Order Contract (JOC), in order to prepare for installation of the audio visual equipment, to address the video conferencing needs of the County.

On April 21, 2020 (Item No. 26), the Board of Supervisors (Board) approved the Project in the amount of \$679,422, and approved an audio visual contract with Solutionz for equipment and installation services in the amount of \$276,422 from April 21, 2020 through April 20, 2021. The Project provides for preparatory construction of the space, followed by installation of the audio visual equipment by Solutionz, which meets the County and Chief Executive Officer Goals and Objective to Improve County Government Operations and Operate in a Fiscally-Responsible and Business-Like Manner.

Amendment No. 1 will compensate Solutionz for after-hours work required to complete the audio visual equipment and installation portion of the Project. The after-hours work schedule is required in order to facilitate the COVID-19 Joint Information Call Center's continued use of the Project work area.

This Project is consistent with County Administrative Office approved CIP No. 20-222. There is no increase to the total project cost. This item reallocates funding from the Project Contingency to Audio Visual Equipment and Installation.

PROCUREMENT

The County utilized competitively-bid California Multiple Award Schedules (CMAS) contract with Solutionz to procure audio visual equipment and installation for the Project. The state awarded contracts to multiple contractors for these services as a result of an independent California agreement for the same products and services at equal or lower prices to the General Services Administration (GSA) Authorized Federal Supply Service Schedule, and the County sought five bids from the pool of awarded vendors.

After a competitive process, the County selected Solutionz to perform the audio visual equipment and installation portion of the Project, and on April 21, 2020 (Item No. 26), the Board awarded an audio visual equipment and installation services contract (Contract No. 20-199) to Solutionz in the amount of \$276,422. The unanticipated additional cost, reflected in Amendment No. 1, arose after the competitive process, and will compensate Solutionz for after-hours work required to complete the audio visual equipment and installation portion of the Project. No additional procurement activities are required for the Amendment.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5437) on July 30, 2020; Purchasing Department (Laurie Rozko, Director, 387-2074) on August 21, 2020; Project Management (Don Day, Interim Deputy Director, 387-5000) on August 24, 2020; Real Estate Services (Jennifer Costa, Assistant Director, 387-5000) on August 24, 2020; Finance (Wen Mai, Principal Administrative Analyst, 387-4020; Amanda Trussell,

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Principal Administrative Analyst, 387-4773; and Stephenie Shea, Administrative Analyst, 387-4919) on August 25, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on September 31, 2020.


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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Josie Gonzales Seconded: Janice Rutherford
Ayes: Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales
Absent: Robert A. Lovingood

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: September 15, 2020



cc: RESD/PMD - Ainsworth w/agree
 Contractor - C/O RESD/PMD w/agree
 File - w/agree

CCM 09/18/2020