



# San Bernardino County

## Legislation Text

**File #: 779, Agenda Item #: 52**

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

### **REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS OF THE SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT AND RECORD OF ACTION**

**August 6, 2019**

#### **FROM**

**KEVIN BLAKESLEE, Director and Chief Flood Control Engineer, Department of Public Works - Transportation and Flood Control District**

#### **SUBJECT**

**Contracts for On-Call Heavy Equipment Rental Services**

#### **RECOMMENDATION(S)**

1. Acting as the governing body of the County of San Bernardino:
  - a. Approve contracts with each of the following four vendors in an amount not to exceed \$450,000 each for the period of August 6, 2019 through June 30, 2022, for on-call heavy equipment rental services.
    - i. Cutting Edge Parts, Inc. (Yucaipa, CA)
    - ii. Kellar Sweeping, Inc. (Yucaipa, CA)
    - iii. Kitty's Sweeping, Inc. (Yucaipa, CA)
    - iv. Quality Street Service (Upland, CA)
2. Acting as the governing body of the San Bernardino County Flood Control District:
  - a. Approve contracts with each of the following four vendors in an amount not to exceed \$150,000 each for the period of August 6, 2019 through June 30, 2022, for on-call heavy equipment rental services.
    - i. Cutting Edge Parts, Inc. (Yucaipa, CA)
    - ii. Kellar Sweeping, Inc. (Yucaipa, CA)
    - iii. Kitty's Sweeping, Inc. (Yucaipa, CA)
    - iv. Quality Street Service (Upland, CA)

(Presenter: Kevin Blakeslee, Director/Chief Flood Control Engineer, 387-7906)

#### **COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

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

**Provide for the Safety, Health and Social Service Needs of County Residents.**

#### **FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Department of Public Works-Transportation (Department) is funded by Gas Tax revenue, fees, and other local,

state, and federal funding. The San Bernardino County Flood Control District (District) is funded by property tax revenues, fees, and local, state, and federal funding.

The Department and the District have each allocated \$2.5 million in their respective 2019-20 budgets for the projected cost of heavy equipment rental services. The Department's individual contract amounts are set at \$150,000 per year and the Districts' individual contracts are set up at \$50,000 per year to allow flexibility on individual projects that are sent out to bid. The total contract amount assigned to each vendor listed below is \$450,000 for the Department and \$150,000 for the District which is prorated to reflect the amount remaining in 2019-20 and through the end of the term of the contract on June 30, 2022. The Department and the District will include sufficient appropriation in future recommended budgets for heavy equipment rental services.

The total contract amounts assigned to each vendor identified in this item are listed below:

<b>Contractor</b>	<b>Department Contract Amount</b>	<b>District Contract Amount</b>
Cutting Edge Parts, Inc.	\$450,000	\$150,000
Kellar Sweeping, Inc.	\$450,000	\$150,000
Kitty's Sweeping, Inc.	\$450,000	\$150,000
Quality Street Service	\$450,000	\$150,000

In the event of an emergency, the Department and the District will initially finance emergency costs from their annual budget appropriations. Subsequently, both the Department and the District will submit reimbursement claims to the California Governor's Office of Emergency Services (CalOES), the Federal Highway Administration (FHWA), and the Federal Emergency Management Agency (FEMA), as applicable.

### **BACKGROUND INFORMATION**

Upon approval of this item, the four vendors will be added to the list of pre-approved qualified vendors to provide the Department and the District with on-call heavy equipment rental services. To date, the Board of Supervisors (Board) has approved contracts with 41 vendors. Approval of these vendors will bring the total number of approved contracts to 45. Vendors on the pre-approved list may be utilized for routine maintenance projects, public projects not exceeding the amount identified in Public Contract Code Section 22032 (a) and eligible emergency projects (following applicable provisions of the Public Contract Code). Requesting qualifications from vendors before a project or emergency occurs reduces delays in the procurement process, which supports the goal of operating in a fiscally-responsible and business-like manner, as well as providing for the safety of County residents.

As projects are identified, the Department and the District will contact the approved vendors to request bids and select the vendor in accordance with State law and County policy. For emergency projects (following applicable provision of the Public Contracts Code), the Department and the District may contact any vendor directly in order to promptly respond to such emergency and the price will be negotiated at the time of contact.

### **PROCUREMENT**

On May 12, 2017, the County Administrative Office authorized the release of Request for Qualifications (RFQ) 117-OPERA-2484 to solicit and create a list of qualified vendors to provide the Department and the District with heavy equipment rental services for work performed on County roads and District facilities and augment the list on a semi-annual basis. On June 27, 2017 (Item No. 87), the Board of Supervisors (Board) approved contracts with 33 vendors to be on the on-call heavy equipment rental services list. Previous Board actions approving additions to the prequalified vendor list for heavy equipment rental services are as follows:

<b>Date</b>	<b>Item No.</b>	<b>Board Action</b>
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06/27/2017	87	Approved 33 vendors
03/20/2018	66	Approved 2 additional vendors
11/6/2018	71	Approved 3 additional vendors
3/12/2019	65	Approved 3 additional vendors

On April 24, 2019, the County Administrative Office approved RFQ 119-OPERA-3335 to solicit additional proposals from vendors not already on the prequalified list. The Department and the District received six proposals. Out of six proposals only four vendors met the requirements specified in the RFQ, including types of equipment, service area and compliance with County and District terms and conditions. The Department and the District therefore recommend that these vendors be included on the prequalified list.

The RFQ shall remain open through December 2, 2021, with semi-annual deadlines for proposal submission. The Department and the District will return to the Board for approval of subsequent contracts. The contract will remain in effect until June 30, 2022.

#### **REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant and Sophie A. Akins, Deputy County Counsels, 387-5455) on July 11, 2019; Purchasing Department (Jason Cloninger, Lead Buyer, 387-8258) on June 12, 2019; Finance (Wen Mai, Administrative Analyst, 387-4020) on July 18, 2019; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on July 18, 2019.