



Mendocino County

Legislation Text

File #: 18-1572, **Version:** 1

To: Board of Supervisors

From: Planning and Building Services

Meeting Date: April 24, 2018

Department Contact: Adrienne Thompson

Phone: 234-6677

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Approval of Agreement with Land Logistics, in an Amount Not to Exceed \$465,000, to Address the Need for On-going Department Support for an Interim Director of Planning and Building Services, Effective when Executed Through December 31, 2020; and Approval of Transfer of Funds From PB 861011 (Salaries) to PB 862189 (Professional Services) in the Amount of \$40,000 to Fund the Agreement for the Remainder of Fiscal Year 2017-18

Recommended Action/Motion:

Approve Agreement with Land Logistics, in an amount not to exceed \$465,000, to address the need for on-going Department support for an Interim Director of Planning and Building Services, effective when executed through December 31, 2020; approve the transfer of funds from PB 861011 (salaries) to PB 862189 (Professional Services) in the amount of \$40,000 to fund the Agreement for the remainder of fiscal year 2017-18; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On January 4, 2016, PA 16-58 with Land Logistics was signed by the County Purchasing Agent. On January 25, 2017, Amendment PA 17-97A1 was signed by the County Purchasing Agent to increase the length of time of the agreement. On May 4, 2017 the Board approved PA 17-122, increasing the value of the agreement. On June 30, 2017, Amendment PA 17-102A2 was signed by the County Purchasing Agent, extending the length of time of the agreement. On September 15, 2017, the Board approved Amendment PA 17-107, extending the length of time of the agreement. On January 23, 2018, the Board approved a new agreement, BOS 18-010 with Land Logistics for \$50,000.

Summary of Request:

The County's current agreement with Land Logistics, Inc. for contract planning and interim director services will be fully expended in May 2018. A request for proposals (RFP) was released to competitively procure a new contractor to provide these services. The RFP was written to be compliant with Federal Procurement process to allow for potential reimbursements by FEMA for disaster-related services. Land Logistics, Inc. submitted the sole proposal; it was reviewed by staff from multiple departments and deemed responsive. Funding in the current fiscal year would be provided in part from salary savings within the Planning & Building Services (PBS) budget, BU 2851. The County has a successful history working with this firm; PBS requests the Board approve a new agreement for contract planning and Interim Director Services with Land Logistics, Inc. and approve a \$40,000 transfer of funds within BU 2851.

Alternative Action/Motion:

Do not approve the agreement and provide direction to staff.

Supplemental Information Available Online at: N/A

Fiscal Impact:

Source of Funding: 862189

Current F/Y Cost: \$40,000

Budgeted in Current F/Y: Yes

Annual Recurring Cost: \$212,500

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Steve Dunncliff, Deputy CEO

CEO Review: Yes

CEO Comments:



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Executed By: Willetta Callaghan

Date: April 27, 2018

Note to Department:

Executed Documents Returned to

Department: Originals 3 Budget transfer

form: White copy to Auditor; Pink to

Department, Blue packet file Executed

Agreement Sent to Auditor? Y

Final Status: **Approved**

Executed Item No.: **Agreement** Number: 18-041