



MEMORANDUM
PUBLIC WORKS AND FACILITIES
BUILDING MAINTENANCE DIVISION
County of Placer

TO: Board of Supervisors DATE: June 7, 2016
FROM: Ken Grehm, Director of Public Works and Facilities
By: Dennis Hughes, Assistant Superintendent
SUBJECT: Building Maintenance / Amendment to Contract #CN028184 with CGL/Kitchell Facility Management, LLC

ACTION REQUESTED

Approve an amendment to the CGL/Kitchell Facility Management, LLC agreement in the amount of \$29,612.00 for continued additional staffing for the South Placer Adult Correctional Facility for the duration of the contract period ending July 2016.

BACKGROUND

On April 9, 2013, the Board approved an agreement with CGL/Kitchell Facility Management, LLC (CGL/Kitchell) to provide maintenance and operations services at the South Placer Adult Correctional Facility (SPACF) in the amount of \$555,250.00 for a fourteen month period beginning May 1, 2013 with an option to renew annually for up to two additional years.

On October 7, 2014, the Board approved an amendment increasing the contract amount by \$88,838.00 due to the SPACF's change from "Caretaker" status to a fully operational facility, requiring additional staffing for maintenance service activities by CGL/Kitchell.

On June 16, 2015 the Board approved an amendment increasing the contract amount by \$93,770.00 to perform all preventative maintenance on ten steam boilers used to service the SPACF kitchen from June 16, 2015 through June 30, 2016.

On January 25, 2016 the Director of Public Works and Facilities executed an amendment to the "Additional Services" allowance of the contract, increasing it from \$54,272.32 to \$103,272.32 through July, 2016, bringing the current total contract amount to \$786,858.32, prior to this requested amendment.

Amendment 1 was a prorated amount for the period from October, 2014 through June, 2015. The prorated amount was then carried forward when the contract was renewed for FY 2015-2016. The proposed Amendment reflects the difference between the prorated amount and the corresponding annual amount for FY 2015-2016. Staff has reviewed the services provided by CGL/Kitchell and has determined that these are within the scope of work that was retained. Total requested contract amendment: \$29,612.00.

ENVIRONMENTAL IMPACT

This project is exempt from the California Environmental Quality Act pursuant to Section 15301 – that provides for operation, repair, maintenance or minor alteration of existing structures of facilities not expanding existing uses.

FISCAL IMPACT

The total amount of the Amendment is \$29,612.00 and is included in the FY2015-16 Final Budgets for both Building Maintenance and the Sheriff's Department at no additional net County cost.

On file with Clerk of the Board - 4th Amendment to Contract #CN028184 with CGL/Kitchell Facility Management, LLC

