



## Legislation Text

File #: 24-658, Version: 1

### Memorandum

**Date:** June 11, 2024

**To:** The Honorable Lake County Board of Supervisors

**From:** Bruno Sabatier, District 2 Supervisor

**Subject:** Approve Amendment #2 to the Agreement for Professional Services between the County of Lake and Lake County PEG-TV

#### Executive Summary:

On November 22, 2022, an agreement was approved by the Board of Supervisors to provide videography services to the Lake County Municipal Advisory Councils (MACs) for the 22-23 fiscal year. Due to delays in the supply chain and the time required for training, the equipment was not ready to perform its duties as detailed in the agreement until June 2023. On July 11, 2023, the first amendment to the original agreement was approved by the Board of Supervisors extending the agreement through June 30, 2024. Originally, PEG provided videography services for 4 out of the 6 MACs. Later that year in November 2023, the Middletown Area Town Hall requested that PEG provide services to its meetings. Due to the increase of MACs being covered and longer meetings due to activities such as the Lake County 2050 General Plan Update, the \$10,000 are close to being exhausted and will not cover the month of June's MAC meetings.

The Amendment before the Board today offers to increase the agreement amount by \$1,000 for a total amount not to exceed, \$11,000 for the term of the agreement through June 30, 2024.

#### If not budgeted, fill in the blanks below only:

Estimated Cost: \$50,000 Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

#### Purchasing Considerations (check all that apply):

☐ Not applicable

- ☐ Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in "Executive Summary")
- ☐ Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)> Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)
- ☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)
- ☐ Other (Please describe in Executive Summary)

#### Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

☒ Not applicable

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety               | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Economic Development    | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> County Workforce                            |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                                  |

**Recommended Action: Approve Amendment #2 to the Agreement for Professional Services between the County of Lake and Lake County PEG-TV for a new total not to exceed \$11,000**