



Legislation Text

File #: 24-399, Version: 1

Memorandum

Date: April 16, 2024

To: The Honorable Lake County Board of Supervisors

From: Crystal Markytan, Director, Social Services

Subject: a) Waive the Formal Bidding Process Pursuant to County Ordinance 3109 Section 2-38 due to 38.2(3), not in the public interest as competitive bidding would produce no economic benefit to the County; and, b) Approve contract to lease agreement between County of Lake and OMarshall, Inc. for the property located at 16170 Main Street in Lower Lake, in the amount of \$62,436 per fiscal year from July 1, 2024 to June 30, 2027, and authorize the Chair to sign.

Executive Summary:

The Lake County Department of Social Services has contracted with OMarshall, Inc. for access to the Adult Service building, Suites C, D, and G, located at 16170 Main Street in Lower Lake since 2009. This rental agreement extends the lease for Suite G for three years.

The Department of Social Services maintains leases for all buildings it occupies and cannot evaluate purchasing an office location, or relocating as a possible long-term cost saving alternative due to the consequential disruption a relocation would pose for the community, insufficient office space availability in the County, and the projected fiscal impact to the Department. Waiving the formal bidding process provides the community uninterrupted services at a familiar location and financial savings for the Department.

If not budgeted, fill in the blanks below only:

Estimated Cost: \$187,308 Amount Budgeted: \$187,308 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>- 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> 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 checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action: a) Waive the Formal Bidding Process Pursuant to County Ordinance 3109 Section 2-38 due to 38.2(3), not in the public interest as competitive bidding would produce no economic benefit to the County; and, b) Approve contract to lease agreement between County of Lake and OMarshall, Inc. for the property located at 16170 Main Street in Lower Lake, in the amount of \$62,436 per fiscal year from July 1, 2024 to June 30, 2027, and authorize the Chair to sign.