



Legislation Text

File #: 24-740, Version: 1

Memorandum

Date: July 9, 2024

To: The Honorable Lake County Board of Supervisors

From: Rachael Dillman Parsons, Director, Social Services

Subject: Approve Contract between County of Lake and Skiles and Associates, Inc. for General Contracting Services, in the amount of \$49,000 from July 1, 2024 to June 30, 2025, and authorize the Chair to sign.

Executive Summary:

Skiles and Associates, Inc., a licensed General Contractor, will help Adult Protective Service (APS) clients attain stable housing by providing household repairs and installations on an as needed basis to residential homes, utilizing a portion of the Home Safe Program grant funds. Services include household repairs, stair, ramp, and landing installation and repair, safety and accessibility equipment installation, lock installation, repair, and replacement, as well as a series of other traditional and nontraditional household services. According to the Better Business Bureau, Skiles and Associates, Inc. has an active license, #1010253, issued by the Contractors State License Board. The expiration date of this license is 1/31/2026.

Social Services requested informal written quotes from multiple agencies in February of 2023. Skiles and Associates, Inc. was the only response received.

If not budgeted, fill in the blanks below only:

Estimated Cost: \$49,000 Amount Budgeted: \$49,000 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>-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

☒ Well-being of Residents

☐ Public Safety

☐ Disaster Prevention, Preparedness, Recovery

- | | | |
|--|---|---|
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action: Approve Contract between County of Lake and Skiles and Associates, Inc. for General Contracting Services, in the amount of \$49,000 from July 1, 2024 to June 30, 2025, and authorize the Chair to sign.