



Legislation Text

File #: 24-611, Version: 1

Memorandum

**Date:** June 4, 2024

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

**From:** Scott De Leon, Public Works Director

**Subject:** Approve Amendment One to the Engineering Services Agreement for Staff Augmentation Services between the County of Lake and Coastland Civil Engineering, LLP and authorize the Chair to sign the Agreement

**Executive Summary:**

On November 14<sup>th</sup>, 2023, your Board entered into an Engineering Services Agreement with Coastland Civil Engineering, LLP, to provide on-call staff augmentation services for the Engineering and Inspection Division of the Department of Public Works. That Agreement specified the period of performance as being one (1) calendar year from the date of approval, yet the Agreement specified it would be modified with additional funding every fiscal year. This difference in timing has created issues with accounting, and staff has prepared the attached Amendment to adjust the period of performance to coincide with the standard County Fiscal Year. No changes to the amount of compensation are proposed with this Amendment.

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

Estimated Cost: \_\_\_\_\_ 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

☐ Well-being of Residents

☐ Public Safety

☒ Disaster Prevention, Preparedness, Recovery

☐ Economic Development

☒ Infrastructure

☐ County Workforce

☐ Community Collaboration

☐ Business Process Efficiency

☐ Clear Lake

**Recommended Action:**

Staff recommends that the Board of Supervisors Approve Amendment One to the Engineering Services Agreement for Staff Augmentation Services between the County of Lake and Coastland Civil Engineering, LLP and authorize the Chair to sign the Agreement.