



SUMMARY REPORT

Agenda Date: 4/7/2020

To: Sonoma County Board of Supervisors
Department or Agency Name(s): General Services
Staff Name and Phone Number: Caroline Judy, 707-565-8058
Vote Requirement: Majority
Supervisorial District(s): All

Title:

Award Multiple Blanket Purchase Order Agreements for As-Needed and Emergency Light and Heavy Equipment Rental With and Without Operator

Recommended Action:

- A) Authorize the Purchasing Agent to execute Blanket Purchase Order Agreements with equipment rental companies for as-needed and emergency light and heavy equipment rental with and without operator, each Agreement to be for one year with options to extend for up to two (2) additional one-year periods.
- B) Authorize the Purchasing Agent, or designees, to issue work requests pursuant to these agreements, contingent on availability of sufficient funding for such services.

Executive Summary:

The General Services Purchasing Agent is proposing the County enter into Blanket Purchase Order Agreements to make light and heavy equipment rental available on an as-needed basis and in an emergency to all County departments (and affiliated public entities, such as Sonoma County Water Agency). The proposed Agreements have no guaranteed minimum or maximum amounts of usage and will be used based on identified need. Equipment rental includes but is not limited to generators, traffic and road safety equipment, heavy equipment such as excavators, forklifts, compactors, dozers with and without operator for several County departments, Water Agency, and special districts. These Blanket Purchase Order Agreements will facilitate ease of payments by the departments using the rental services and consolidate separate existing agency agreements. Existing contracts for provision of these same types of equipment are due to expire between March 2020 and April 2020.

Discussion:

Background

The General Services Purchasing Division currently maintains as-needed contracts for light and heavy equipment rental on behalf of all County departments, the Sonoma County Water Agency, and Sonoma

County special districts. Qualified suppliers are needed to provide various light and heavy equipment rental with and without operator for various projects. The use of equipment is intended for but not limited to excavation, high weed mowing, erosion control, grading, roads safety, maintenance of water supply and wastewater, and maintenance of flood control facilities. The equipment may be used for routine maintenance activities throughout the County. Additionally, the County requires various types of equipment for disaster and emergency response activities throughout the county. During disasters, uses of these blanket purchase orders will be coordinated through the EOC or Department Operations Centers.

Expenditures for equipment rental over the past four (4) years have been on average \$2,400,000 annually. County departments will utilize funding from their approved budgets to pay for services they may require on an as-needed basis.

Procurement

The Purchasing Division issued a bid on November 25, 2019, soliciting submittals from over three hundred vendors for equipment rental with and without operator. Fifteen (15) responses were received and evaluated by Purchasing staff. Proposals received were evaluated based on the following criteria: ability to perform services; professional qualifications; quality of work verified by references; cost relative to scope of services; ability to respond quickly in emergencies; and acceptance of FEMA reimbursement requirements.

The suppliers listed below demonstrated a solid record of service, the ability to perform required work, comparable pricing, and all received excellent references. The Sonoma County Purchasing Agent accordingly recommends that the County enter into Blanket Purchase Order Agreements with the following suppliers:

Argonaut Constructors, Bohan & Canelis General Engineering, Ghilotti Construction, McCullough Construction Inc., Herc Rentals Inc., Cresco Equipment Rentals, G & G Heavy Equipment Rentals LLC, Jim-N-I Rentals Inc, Owen Equipment, Cal-West Rentals Inc, 101 Equipment Rentals Inc, United Rentals, Road Machinery, LLC, Aaction Rents, and J&P Rents.

Prior Board Actions:

October 6, 2004 - Equipment rental agreement was awarded to, Bohan & Canelis Engineering.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			

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Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

Exact fiscal impact depends on the use of these services. Based on the existing BPO, the estimated annual cost is \$2.4 million. Funds necessary for these services are and/or will be within departmental budget appropriations and/or may become part of Emergency event special funding. Costs are incurred on a fee for service basis pursuant to the billing rates contained in each Agreement.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment 1 - Equipment Rental BPO Agreement

Related Items "On File" with the Clerk of the Board:

On File 1 - Bid documents