



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 24-501

Board Meeting Date: 6/25/2024

Special Notice / Hearing: None

Vote Required: Majority

To: Honorable Board of Supervisors

From: Michael P. Callagy, County Executive

Subject: Agreement with Corovan Moving and Storage Co.

RECOMMENDATION:

Adopt a resolution authorizing the County Executive, or designee(s), to execute an agreement with Corovan Moving and Storage Co. to provide warehousing services for County storage, waiving competitive bidding requirements for a term of March 16, 2024 through March 31, 2025, in an amount not to exceed \$900,000.

BACKGROUND:

On August 6, 2021, the County of San Mateo Health Department issued a Request for Proposals for warehouse services for the emergency medical equipment and supplies stockpile, and Strategic National Stockpile for San Mateo County Health. Two proposals were received, and the Health Department awarded a contract to Corovan Moving and Storage Co. ("Corovan"), which contract was approved by this Board on December 14, 2021.

On March 16, 2022, pursuant to this Board's Resolution No. 077305, which authorized the Director of Emergency Services, in connection with the County's response to the COVID-19 pandemic, to execute agreements for goods and services up to and including \$500,000 the County entered into a second, separate agreement with Corovan for the provision of warehousing services to store additional County materials.

On March 14, 2023, the County amended the agreement, pursuant to this Board's Resolution No. 079483, increasing the maximum payment amount authorized under the Agreement by \$600,000, to a new total not-to-exceed amount of \$1,100,000 and extending the term of the Agreement through March 15, 2024.

On January 24, 2024, the County amended the Agreement a second time, increasing the maximum amount authorized under the Agreement by \$25,000 from \$1,100,000 to a new total not-to-exceed amount of \$1,125,000 with no change to the term of the Agreement.

The term of the Agreement ended on March 15, 2024.

DISCUSSION:

The County continues to require Corovan's services to warehouse and manage safety materials for an additional year. As a result, the County wishes, with this Board's approval, to execute a new proposed agreement for such additional services.

Further, the warehousing services are a continuation of an ongoing service and staff recommends that this Board find that it is in the best interest of the County to waive competitive bidding requirements in connection with the new proposed agreement.

The County Attorney's Office has reviewed the proposed agreement and resolution as to form.

EQUITY IMPACT:

The County of San Mateo is dedicated to advancing equity. The proposed Agreement will ensure that safety materials are properly stored and available for use if needed, which will benefit the community as a whole.

FISCAL IMPACT:

Funding for the proposed agreement is included in the Non-Departmental Services FY 2023-24 Adopted budget and will be included in the FY 2024-25 Recommended Budget.