



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 20-495

Board Meeting Date: 6/30/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: James C. Porter, Department of Public Works
Subject: Amendment to Agreement with Bay City Boiler

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Bay City Boiler for boiler maintenance services at various County facilities, increasing the current agreement by \$100,000 for a new not to exceed amount of \$199,000 with no change in term.

BACKGROUND:

The Department of Public Works (Department) is responsible for boiler maintenance services in various County facilities to preserve and sustain the County's HVAC systems, which provides heat to the buildings.

In 2019, the Department requested quotes from boiler maintenance firms. The Department reviewed three quotes and selected Bay City Boiler as the lowest quote and most qualified service provider to provide boiler maintenance services for County facilities' HVAC systems. The Department entered into an agreement with Bay City Boiler in the amount of \$99,000 from January 1, 2020 through December 31, 2022.

The contractor was tasked with performing maintenance of boilers which includes inspections for part repairs. Upon initial inspections for repairs, Bay City Boilers identified two burners at the Maple Street Correctional Center and one burner at the Hall of Justice as deficient, or cracked, and needing replacement. The unexpected repairs of the Maple Street Correctional Center boilers were more costly than originally allocated in the repair budget of the contract.

DISCUSSION:

County facilities require continued boiler maintenance and minor repairs services for the various facilities included in the agreement. Therefore, the Department is recommending an amendment to the agreement with Bay City Boiler by \$100,000, for a new not to exceed amount of \$199,000 with no change in term to continue boiler maintenance services until a formal Request for Proposal process

is conducted.

County Counsel has reviewed and approved the resolution and amendment as to form.

FISCAL IMPACT:

This amendment will increase the current agreement amount by \$100,000, for a new not to exceed amount of \$199,000 with no change in term. Funding for this amendment is included in the FY 2020-21 budget and will be financed through the Facility Service Charges.

There is no additional impact to the General Fund.