



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HEALTH

**File #:** 20-896

Board Meeting Date: 11/17/2020

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise F. Rogers, Chief, San Mateo County Health  
Lisa Mancini, Director, Aging and Adult Services

**Subject:** Agreement with D.G.W. Auctioneers and Appraisers for Auction and Appraisal Services

**RECOMMENDATION:**

Adopt a resolution authorizing the Chief of San Mateo County Health or the Chief's designee to enter into agreement and all subsequent amendments with D.G.W. Auctioneers and Appraisers for auction and appraisal services for conserved clients of the Public Guardian and decedent estates of the Public Administrator for the term January 1, 2021 through December 31, 2023, in an amount not to exceed \$300,000 in aggregate.

**BACKGROUND:**

Aging and Adult Services (AAS) operates the Public Guardian (PG) program, which acts under the authority of the Superior Court to manage the estates of conserved individuals who are deemed by the court to be unable to care for themselves. AAS also operates the Public Administrator (PA) program, which is regularly appointed by the Superior Court to administer the estates of deceased County residents when there is no one available to take on this responsibility.

Personal property is auctioned to assist in paying for the care of PG conservatees and to administer decedents' estates under the Probate Code.

**DISCUSSION:**

AAS has contracted with D.G.W. Auctioneers and Appraisers (DGW) since the mid-1990s to provide auction and appraisal services for PG and PA clients. Prior to 2001, the auctions were held at the San Mateo County location in Redwood City. The service provided was auction only and the County was responsible for setup and cataloging. Since 2001, DGW has provided full auction services at its own location. DGW's performance has been satisfactory throughout this time. In September 2020, AAS released a Request for Proposal and DGW was selected as the contract awardee. The key strengths of DGW are the company's experience and qualifications and their excellent customer service.

The agreement and resolution have been reviewed and approved by County Counsel as to form.

The resolution contains the County's standard provisions allowing further amendment of the County fiscal obligations by a maximum of \$25,000 (in aggregate).

It is anticipated that DGW will complete 19 Auctions for PG and PA clients in 2021.

**PERFORMANCE MEASURE:**

Measure	FY 2021-22 Estimated	FY 2022-23 Projected
Number of completed auctions for PG and PA clients	17	19

**FISCAL IMPACT:**

The term of these agreements is January 1, 2021, through December 31, 2023. The amount of the agreement is \$300,000 in aggregate. Payments will be made out of PG and PA client accounts. The County will not be liable for the disbursement of funds and the value of the agreement does not need to be included in the County Budget. There is No Net County Cost associated with this agreement.

**ATTACHMENT:**

RFP Matrix