



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 21-428

Board Meeting Date: 6/8/2021

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

**To:** Honorable Board of Supervisors  
**From:** Michael P. Callagy, County Manager  
**Subject:** Third Amendment to Agreement with VRS Catering Connection

### **RECOMMENDATION:**

Adopt a resolution authorizing a third amendment to the agreement with VRS Catering Connection to increase the amount payable under the Agreement by \$200,000, to an amount not to exceed \$700,000.

### **BACKGROUND:**

On March 3, 2020, the County's Health Officer issued a "Declaration of Local Health Emergency Regarding Novel Coronavirus 2019," and the County Manager, as the County's Director of Emergency Services ("Director"), issued a proclamation of local emergency pursuant to Government Code section 8630 and Chapter 2.46 of the County's Ordinance Code, which proclamation was ratified by this Board on March 10, 2020, pursuant to Government Code section 8630, and extended by this Board on April 7, 2020, until such time as the local emergency is terminated ("COVID-19 Local Emergency").

In response to the COVID-19 Local Emergency, the County of San Mateo's Emergency Operations Center ("EOC") was engaged to assist in the County's response. Pursuant to Resolution No. 077305 of the San Mateo County Supervisors, and in accordance with Government Code Section 25502.7, the Director entered into an agreement with VRS Catering Connection ("Contractor") for the provision of catering services for the County's COVID-19 sites for an amount not to exceed \$150,000. The Agreement has been amended twice, to increase the maximum amount authorized to be expended under the Agreement and to incorporate certain provisions required by the federal government to be included in agreements that are funded, in whole or in part, by federal emergency funds.

### **DISCUSSION:**

Contractor has been a reliable partner to the County of San Mateo during the COVID-19 Local Emergency. The services provided under this Agreement include catering for the County's COVID-19 response sites, and Contractor's efforts have been key to the County's COVID-19 response. The

EOC recommends that this Board waive the formal solicitation process for the services in the Agreement that will be funded by this Third Amendment to the Agreement, in order to ensure timely and uninterrupted services to the public in response to the COVID-19 Local Emergency.

Due to the ongoing COVID-19 Local Emergency, the County has a continuing need for the services provided by Contractor and staff therefore recommends this Board authorize a Third Amendment to the Agreement to increase the maximum amount payable under the Agreement by \$200,000, to an amount not to exceed \$700,000.

**FISCAL IMPACT:**

This amendment will increase the amount payable under the Agreement by \$200,000, bringing the total amount that may be expended under the Agreement to \$700,000, The Agreement was included in the COVID-19 Appropriation Transfer Request approved by this Board on June 2, 2020.