



Contra  
Costa  
County

To: Board of Supervisors  
From: Julia R. Bueren, Public Works Director/Chief Engineer  
Date: December 8, 2015  
Subject: Approve a Contract Amendment with Matrix HG, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Matrix HG, Inc., effective December 08, 2015, to increase the payment limit by \$1,200,000 to a new payment limit of \$2,300,000, with no change to the original term of December 1, 2014 through November 30, 2017, to provide heating, ventilation and air conditioning services, Countywide.

**FISCAL IMPACT:**

This cost is to be funded through Facilities Services budgets. (100% General Fund)

**BACKGROUND:**

Public Works Facilities Services is responsible for maintaining the heating, ventilation and air conditioning systems at all County facilities. The County does not currently have enough staff to complete the amount of maintenance this commodity requires. As bid on Bidsync #1409-104, Matrix HG, Inc. was the lowest responsible

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 8, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Stan Burton, (925)  
313-7021

cc:



BACKGROUND: (CONT'D)

and responsive vendor, and will become one of the primary vendors for scheduled heating, ventilation and air conditioning maintenance and emergency repair. Due to several uncommon heating and air conditioning situations, the original payment limit has been exhausted. Facilities Services is requesting the payment limit be amended.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, sublet heating, ventilation and air conditioning services will not be performed.

CHILDREN'S IMPACT STATEMENT: