



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: November 15, 2016

Subject: Execute a contract amendment with Francisco & Associates, Inc., for pipeline franchise administration services, Countywide

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Francisco & Associates, Inc., to extend the term from December 31, 2016 to December 31, 2017 and increase the payment limit by \$25,000, to a new payment limit of \$125,000, to continue providing pipeline franchise administration services, Countywide. Project No.: Various

FISCAL IMPACT:

100% Pipeline Franchise Fees.

BACKGROUND:

The Public Works Department administers the countywide pipeline franchise agreements. Francisco & Associates will assist with the administration of the County's pipeline franchise agreements. Francisco & Associates is a local SBE vendor and is registered on the Purchasing Portal and BidSync.

On January 1, 2014, the Purchasing Agent approved a contract with Francisco & Associates, Inc., with a payment limit not to exceed \$50,000, to provide pipeline franchise

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/15/2016** ☒ 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: November 15, 2016

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

By: June McHuen, Deputy

Contact: Carrie Ricci, (925)
313-2235

cc:

administration services.

On May 1, 2015, the Purchasing

BACKGROUND: (CONT'D)

Agent approved contract Amendment No. 1 to increase the payment limit from \$50,000 to \$100,000, with no change to the original term to provide pipeline franchise administration services.

CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of the Board of Supervisors, this amendment will not be executed and the Department will not have the assistance that is needed to administer pipeline franchises.