



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: March 7, 2017
Subject: Change Order - Surtec, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Surtec Inc., to increase the payment limit by \$20,000 to a new payment limit of \$170,000 to supply the County's adult detention facilities with custodial supplies, other specialty products and janitorial equipment for the period March 1, 2016 through February 28, 2017.

FISCAL IMPACT:

\$20,000. 100% General Fund; Budgeted in fiscal year 2016/17.

BACKGROUND:

Surtec Inc., supplies the solutions for the 40 specialized disinfectant dispensers which are installed in all 3 detention facilities. These are dispensers with locks, specifically for the jail environment to keep the inmates from having physical contact with the chemicals. This vendor carries the majority of the cleaning solutions used in facilities that keeps the County detention facilities in compliance with the strict requirements of the Board of Corrections' annual facility inspections and of the State's

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/07/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Candace Andersen, District II
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: March 7, 2017

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

By: , Deputy

Contact: Liz Arbuckle,
925-335-1529

BACKGROUND: (CONT'D)

regulations.

The Office of the Sheriff requested, and the vendor supplied, products that exceeded the amount authorized. Because the vendor supplied the services in good faith at request of the Department, the Department is requesting an increase in the original purchase order to pay the vendor the amount owed.

CONSEQUENCE OF NEGATIVE ACTION:

The purchase order amendment will not be approved.

CHILDREN'S IMPACT STATEMENT:

No impact.