



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 12, 2019

Subject: APPROVE a purchase order amendment with Dugmore & Duncan of California, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a purchase order amendment with Dugmore & Duncan of California, Inc., to increase the payment limit by \$253,000 to a new payment limit of \$350,000, and extend the term from July 31, 2019 to June 30, 2020 for Sargent lock equipment and hardware, Countywide.

FISCAL IMPACT:

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

BACKGROUND:

Facilities Services maintains all County buildings. Door frames, closures, hinges, locks, and latch bars are a part of this maintenance. They are also in control of the County wide key system, assigning and managing all of the keys used at County facilities. Facilities uses Sargent lock products, mortise assemblies and lock cylinders. The lock shop is currently managing 50,000 plus locks in the Sargent system. Dugmore and Duncan has been awarded CMAS (California Multiple Award Schedule) contract # 3-17-84-0061A for

☒ APPROVE ☐ OTHER
☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/12/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, 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: February 12, 2019

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

By: Laura Cassell, Deputy

Contact: Stan Burton
925-313-7077

cc:

BACKGROUND: (CONT'D)

the procurement of Sargent lock products. Dugmore and Duncan has been historically a superb vendor for Facilities, with rapid order deployment, and technical assistance not normally offered. With recent funding for building improvements and several new buildings under construction, Facilities anticipates exceeding the current payment limit. Government Code Section 23004 authorizes the County to make contracts and purchase and hold personal property necessary to the exercise of its powers.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, Sargent Lock products purchased through Dugmore & Duncan will not proceed.