



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: March 23, 2021

Subject: Purchase Order Amendment with EAN Services, LLC.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, an amendment to purchase order #020088 with EAN Services, LLC, to increase the payment limit by \$251,000 to a new payment limit of \$450,000 for car and light truck rentals, and to extend the effective date from July 31, 2021 to July 31, 2022. Countywide.

FISCAL IMPACT:

This cost is to be funded through Public Works Fleet Internal Service Fund budget and user departments.

BACKGROUND:

Public Works Fleet Services is responsible for countywide vehicle rentals. There are various reasons for requiring vehicle rentals. Departments request rental vehicles to temporarily replace vehicles with serious problems or damage.

COVID-19 social distancing protocols have dramatically increased the need for temporary (i.e., rental) vehicles. Current protocols do not allow for more than one occupant in a

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

Action of Board On: **03/23/2021** ☒ 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: March 23, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Ted Lavelle (925)
313-7077

cc:

County vehicle. As a result, the purchase order balance rose substantially during the last year.

BACKGROUND: (CONT'D)

This amendment will be adding \$251,000 to the current contract limit of \$199,000. This amendment is needed to ensure the County has access to the contractor's services through the term of the purchase order. The increase in purchase order limit will be used as needed, with no minimum amount that must be used.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, renting cars and light trucks through EAN Services, LLC will be discontinued.