



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: June 8, 2021

Subject: APPROVE a Purchase Order Amendment with Air Products Group.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, an amendment to purchase order #015186 with Air Products Group, effective June 8, 2021, to increase the payment limit by \$250,000 to a new payment limit of \$650,000 for heating, ventilation and air conditioning filtration components, with no change to the term of March 1, 2019 through February 28, 2022, Countywide.

**FISCAL IMPACT:**

Facilities Maintenance Budget. (100% General Fund)

**BACKGROUND:**

Facilities Services maintains all County buildings. Heating, ventilation and air conditioning filtration is part of this maintenance. Each building maintained by Facilities uses several types and sizes of air filters, each designed for specific purposes (e.g., pollen removal, bio hazard, prevention, etc.). Solicitation of air filtration components was completed on Bidsync #1901-316. This request is to increase the limit with no change to the term.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/08/2021** ☒ 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: June 8, 2021

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

By: Laura Cassell, Deputy

Contact: Ted Lavelle, (925)  
313-7077

cc:

BACKGROUND: (CONT'D)

This amendment will be adding \$250,000 to the current contract limit of \$400,000. 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 amendment is not approved, then purchasing through Air Products Group for heating, ventilation and air-conditioning filtration will be discontinued.