***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **1 Min.** | **Meeting Date:** | **September 3, 2024** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Anna Hendricks** | **Phone:** | **842-8003** |
| **Address:** | **1312 Fairlane Rd, Suite 1** |
| **Person Appearing/Title:** | **Hayley Hudson, Deputy County Administrator** |
| **Subject/Summary of Issue:** |
| Staff respectfully requests that the Board of Supervisors approve of a sole source contract between the County and Belfor USA Group, Inc. This contractor was originally selected pursuant to an Emergency Public Works Contract approved by the Board of Supervisors on March 12, 2024, pursuant a declared emergency complying with Public Contract Code Section 22050 and Emergency Proclamation #24-48 concerning the Community Development building arson fire that occurred in the Spring of 2024. The project has not been completed and additional services are required to complete the fire damage and recovery work to the Community Development building. This same contractor is being selected under a Sole Source procurement process to complete the project for purposes of contractor continuity, efficiency, and to avoid further disruption to the completion of the project, which is in the best interest of the County. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $980,000 |  |  |  |  |
| Fund:  | 6106 |  | Description: |  | Org.: | 110012 | Description: |  |
| Account: | 723000 |  | Description: |  |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* This contractor is being selected under a Sole Source procurement process |
| to complete an existing related project with this same contractor for the purpose of contractor continuity to ensure the project is completed efficiency, and without further disruption to the completion of the project, which is in the best interest of the County, as County employees are currently displaced. |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Staff respectfully requests that the Board approve the contract between the County and Belfor USA Group, Inc., and authorize the Auditor to establish budget as necessary.  |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021