



COUNTY *of* VENTURA

GENERAL SERVICES AGENCY
David J. Sasek, P.E.
Agency Director

Craig Clutts, P.E., CEM
Chief Deputy Director
Facilities & Materials

Cliff Chroust, C.P.P.O.
County Chief Procurement Officer
Deputy Director

Greg Bergman, C.P.A.
Administrative Services Director

Christopher Melton, M.L.T.M.
Fleet Services Deputy Director

J. Colter Chisum, P.E.
Parks Department Deputy Director

February 28, 2023

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

SUBJECT: Authorization for the Purchasing Agent or Designee to Increase or Decrease the Dollar Amounts of 18 Annual Service Agreements for Services Provided to County Agencies by an Increase of \$3,923,000 for Fiscal Year 2022-2023 for the Following Services: Facility Construction and Building Maintenance; Miscellaneous Services; Risk Liability Attorneys; Hazardous Material Disposal – Update #1.

RECOMMENDATION:

Authorize the Purchasing Agent or designee to increase or decrease the dollar amounts of 18 purchase orders/contracts to cover projected usage through the remainder of Fiscal Year 2022-2023 for the following services: Facility Construction and Building Maintenance; Miscellaneous Services; Risk Liability Attorneys; Hazardous Material Disposal as set forth in Exhibit 1, which lists the revised not-to-exceed amounts, affected vendors, and types of services provided.

FISCAL/MANDATES IMPACT:

Agencies/departments are responsible for ensuring that sufficient appropriations are included in their respective adopted budgets prior to requests for purchases.

DISCUSSION:

Prior to the start of the current fiscal year, the General Services Agency (GSA) Procurement Services Division reviewed existing contracts and agreements and held discussions with affected departments, as needed, to make projections concerning the demand for services and expenditure limits. Updates to the annual service agreement funding levels are requested when projections indicate that expenditures for a specific vendor will exceed approved limits. The current requested updates are set forth in Exhibit 1. All of the contract documents at issue were either approved by your Board or on forms approved by County Counsel.

This item has been reviewed by the County Executive Office, the Auditor Controller's Office, and County Counsel. If you have any questions regarding this item, please contact Cliff Chroust at (805) 654-3718.

A handwritten signature in black ink, appearing to read 'D. Sasek', with a long, sweeping horizontal line extending to the right.

David J. Sasek, P.E.
Director

Exhibit 1 – Vendor Listing

ec: Greg Bergman, General Services Agency, Administrative Services Director
Cliff Chroust, General Services Agency, County Chief Procurement Officer