County of Santa Cruz

DEPARTMENT OF PUBLIC WORKS

701 OCEAN STREET, ROOM 410, SANTA CRUZ, CA 95060
(831) 454-2160 FAX (831) 454-2385 TDD (831) 454-2123

THOMAS L. BOLICH
DIRECTOR OF PUBLIC WORKS

AGENDA: JUNE 8,2004

May 26,2004

SANTA CRUZ COUNTY BOARD OF SUPERVISORS
701 Ocean Street
Santa Cruz, California 95060

SUBJECT: PROPOSED AMENDMENT TO AGREEMENT FOR BEN LOMOND TRANSFER STATION DROP-OFF RECYCLING CENTER

Members of the Board:

The County provides public drop-off recycling services at the Ben Lomond Transfer Station through a contract with the nonprofit Valley Women's Club (VWC) of the San Lorenzo Valley. This facility provides recycling services to match those available through curbside recycling in an area where subscription to refuse/recycling collection service is not widespread. In addition, the Ben Lomond Transfer Station facility serves residents from the Scotts Valley and Summit areas as well as recycling generated by area businesses.

The VWC has reported that the forklift used by their operation has reached the end of its useful life. They have obtained bids on a replacement forklift and are proposing a lease-purchase arrangement to acquire this equipment. The VWC is requesting approval to use anticipated salary and hauling savings under this fiscal year's contract to make a down payment on the new forklift and thus reduce subsequent monthly lease payments. Savings would also be used for deferred maintenance. Public Works concurs and is recommending an amendment to the VWC contract to adjust the budget accordingly. A proposed amendment to agreement to revise the budget is included with this letter for your Board's consideration. There will be no increase to the not-to-exceed total of $248,535 for this service contract for the current fiscal year as a result of the amendment. Sufficient funds to cover this expense are included in the fiscal year 2003-04 Solid Waste and Recycling budget.

It is therefore recommended that the Board of Supervisors take the following action:

1. Approve the amendment to agreement with the Valley Women's Club of the San Lorenzo Valley revising the budget for operation of the drop-off recycling facilities at the Ben Lomond Transfer Station.

2. Authorize the Director of Public Works to sign the agreement on behalf of the County.

Yours truly,

THOMAS L. BOLICH
Director of Public Works

TLB:DDG:mh

Attachments

RECOMMENDED FOR APPROVAL:

County Administrative Officer

copy to: Valley Women's Club of the San Lorenzo Valley
Public Works

benlommh

AMENDMENT TO AGREEMENT

The parties hereto agree to amend Contract Number CO-71469, dated June 10, 1997, by and between the COUNTY OF SANTA CRUZ, and THE VALLEY WOMEN'S CLUB OF THE SAN LORENZO VALLEY, for OPERATION OF THE BEN LOMOND TRANSFER STATION DROP-OFF RECYCLING CENTER by revising the FY 2003/2004 budget as attached.

All other provisions of said contract shall remain the same.

DATED:_____

COUNTY OF SANTA CRUZ
DEPARTMENT OF PUBLIC WORKS

_____
DIRECTOR OF PUBLIC WORKS

Approved as to form:

Samuel Ben 5/25/04
Assistant County Counsel

CONTRACTOR:
VALLEY WOMEN'S CLUB OF THE
SAN LORENZO VALLEY

BY: Nancy B. Macy

ADDRESS: P.O. Box 547
Ben Lornond, CA 95005-547

TELEPHONE: (831) 338-1128

FAX: (831) 338-3666

E-MAIL: nbm@,cruzio.com

DDG:mh

DISTRIBUTION: Auditor-Controller, Public Works, Contractor

BEN LOMOND TRANSFER STATION RECYCLING CENTER
Estimated Costs of Operation - 2003-2004

Budget Category	Existing	Proposed	Change
Labor Costs:	**$162,186**	**$153,186**	**($9000)**
Liability Insurance:	**$1,114**	**$1,114**	**0**
Administrative Costs:	**$43,641**	**$43,641**	**0**
Equipment/Supplies:	**$12,334**	**$31,334**	**$19,000**
Maintenance:	**$2,500**	**$6,000**	**$3,500**
Transportation:	**$26,760**	**$13,260**	**($13,500)**
Total yearly expenses estimated at	**$248,535**	**$248,535**	**-0-**

This budget is an estimate. Actual expenses may vary from month to month and budget category amounts may vary over the year. Invoices at variance with this budget, including labor rates, may be paid with advance written approval of County. Not-to-exceed contract amount is $248,535.

0401

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

TO: Board of Supervisors
County Administrative Office
Auditor Controller

FROM: PUBLIC WORKS (Department)

BY: _____ (Signature) 5.19.04 (Date)
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One) Expenditure Agreement [X] Revenue Agreement [ ]

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of same.

1. Said agreement is between the COUNTY OF SANTA CRUZ (Department/Agency)
and VALLEY WOMEN'S CLUB OF THE SAN LORENZO VALLEY
P.O. BOX 547, BEN LOMOND, CA 95005 (Name/Address)

2. The agreement will provide FOR OPERATION OF THE DROP-OFF RECYCLING CENTER AT THE BEN LOMOND TRANSFER STATION.

3. Period of the agreement is from BOARD APPROVAL to JUNE 30, 2004

4. Anticipated Cost is $ NO INCREASE [ ] Fixed [ ] Monthly Rate [ ] Annual Rate [X] Not to Exceed

Remarks: CONTRACT $248,535; OVERHEAD $17,397.45; TOTAL $265,932.45

5. Detail: [ ] On Continuing Agreements List for FY ___-___ . Page CC-_____ Contract No: 31469 OR [ ] 1st Time Agreement
[ ] Section II No Board letter required, will be listed under Item 8
[ ] Section III Board letter required
[ ] Section IV Revenue Agreement

6. Appropriations/Revenues are available and are budgeted in 625110 | 51066 | 3665 | (Index) 3590 (Sub object)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations are / are not available and have been / will be encumbered.

Contract No: 31469
By: _____ Auditor-Controller Deputy Date: 5/20/04

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize DIRECTOR OF PUBLIC WORKS (Dept/Agency Head) to execute on behalf of the DEPARTMENT OF PUBLIC WORKS (Department/Agency)

Date: 5-27-04
DDG :mh

By: _____ County Administrative Office

Distribution:
Board of Supervisors - white
Auditor Controller - Canary
Auditor-Controller - Pink
Department - Gold

State of California
County of Santa Cruz
I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California, do hereby certify that the foregoing request for approval of agreement was approved by said Board of Supervisors as recommended by the County Administrative Office by an order duly entered in the minutes of said Board on _____ 20__

ADM - 29 (8/01)
Title I, Section 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO_____ $_____ _____
Document No. JE Amount Lines H/TL Keyed By Date

TC110_____ $_____ _____/_____ _____
Auditor Description Amount Index Sub object User Code 49