



County of Santa Cruz 017

GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

(831) 454-2718 FAX: (831) 454-2710 TDD: (831) 454-2123

ROY HOLMBERG, DIRECTOR

March 10, 1999

AGENDA: March 23, 1999

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, California 95060

Re: RECOMMENDATION OF AWARD FOR MAIN JAIL SECURITY SYSTEMS
UPGRADE AT 259 WATER STREET, SANTA CRUZ, 98C1- 020

Members of the Board:

At the March 9, 1999 Board meeting, bids were received for the Main Jail Security Systems Upgrade project. Your Board directed the General Services Department to review bids and return on or before March 23, 1999 with a recommendation for award.

Bids have been reviewed and we believe that the lowest bidder, Norment Industries, Inc., with a base bid of \$496,000 and an additional amount of \$46,000 for the three add alternates, can accomplish the work to the County's satisfaction. The total amount of the bid award will be \$542,000.

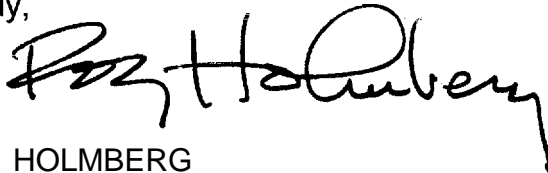
Your Board previously approved the use of 1997/98 Supplemental Law Enforcement Services funds for the Rountree Warehouse project and the Main Jail Security Upgrade. The Warehouse project is now complete and \$35,851 remains in the funds set aside for contingency expenditures. We are recommending that these funds be transferred to the Main Jail Security Systems Upgrade project as part of the contingency amount to cover change order expenditures, if required. This transfer, in addition to existing funds, will provide sufficient funding in the Plant budget index 191120, subobject 6610, user code Q17100, including a ten (10) per cent contingency of \$54,200.

It is therefore RECOMMENDED that your Board take the following actions:

1. Award a contract to Norment Industries, Inc. in the amount of \$542,000 for the Main Jail Security Upgrade; and

2. Authorize the General Services Director to notify the contractor and sign the contract agreements and associated documents on behalf of your Board; and
3. Authorize the Director of General Services to approve change orders and appropriate \$54,200 in addition to the contract amount to cover change order expenditures, if required; and
4. Authorize the Auditor-Controller to execute the Request for Transfer of Budget Appropriations in the amount of \$35,851 from budget index 191145, subobject 6610, user code Q75001 (100 Rountree Warehouse), to index 191120, subobject 6610, user code Q17100.

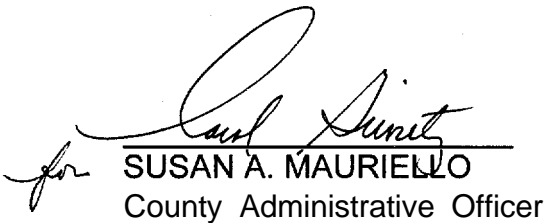
Sincerely,



ROY K. HOLMBERG
Director

RH:BD1/ROA98020

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

cc: County Administrative Office
County Counsel
Auditor-Controller
General Services Department
Norment Industries, Inc.

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

019

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: GENERAL SERVICES (Dept.)
Don Helms (Signature) 3/10/99 (Date)

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

1. Said agreement is between the County of Santa Cruz (Agency)
and Norment Industries, Inc., 6144-B Industrial Way, Livermore CA 94550 (Name & Address)
2. The agreement will provide for the Main Jail Security Systems Upgrade Project #98C1-020.
3. The agreement is needed as work can be completed more expediently by contract.
4. Period of the agreement is from Board approval to June 30, 1999
5. Anticipated cost is \$ 542,000.00 (Fixed amount; Monthly rate; Not to exceed)
6. Remarks: \$542,000 + \$54,200 contingency = \$596,200 total cost.
7. Appropriations are budgeted in 191120⁶⁶¹⁰ (Q17100) (Index#) 6610 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and will be encumbered. Contract No. 81811 Date 3/12/99
GARY A. KNUTSON, Auditor-Controller
By India Ward Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
to execute the same on behalf of the
(Agency). County Administrative Officer

Remarks: _____ (Analyst) By BoW Date 3-12-99

Agreement approved as to form. Date _____

Distribution:
Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - 40000
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

'To Orig. Dept. if rejected.

ADM - 29 (6/95)

State of California)
County of Santa Cruz) ss

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 Officer by an order duly entered
in the minutes of said Board on _____ County Administrative Officer
By _____ Deputy Clerk

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND/OR FUNDS

020

Department: GENERAL SERVICES

Date: 3/11/99

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, 19____

AUDITORS USE ONLY									
DOCUMENT #		AMOUNT				L/N		T/C HASH	
JE	6	,	,	,	,	,	,	,	,

BATCH #	
DATE	Keyed By:

		T/C	INDEX	SUBJECT	USER CODE	AMOUNT	ACCOUNT DESCRIPTION *
TRANSFER	TO	0 2 1	1 9 1 1 2 0	6 6 1 0	Q 1 7 1 0 0	3 5 8 5 1 0 0	Main Jail Security System
							Structure & Improvements
	FROM	0 2 2	1 9 1 1 4 5	6 6 1 0	Q 7 5 0 0 1	3 5 8 5 1 0 0	100 Rountree Warehouse,
							Structure & Improvement

Explanation:

To transfer savings from the completed 100 Rountree Warehouse project (Supplemental Law Enforcement Services funds) to the Main Jail Security System? Project #98C1-020.

Name Roy K. Holnberg
ROY K. HOLNBERG

Title _____
DIRECTOR

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amount indicated and

Auditor-Controller, by Julia Ward, Deputy Date 3/11/99

County Administrative Officer's Action: ☒ Recommended to Board ☐ Approved ☐ Not Recommended or Approved

County Administrative Officer [Signature] Date 3-12-99

State of California } ss. As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for
County of Santa Cruz } transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order
duly entered in the minutes of said Board on

_____, 19____, By _____, Deputy Clerk

(A-C) * Desc: _____ # _____ - Budget Transfer

Distribution:

BRD. NAME

AGENDA DATE

ITEM NO.

White-Board of Supervisors
Yellow-Auditor-Controller

Green-County Administrative Officer
Pink-Originating Department

Goldenrod-Departmental Control Copy

AUD74 (REV 12/94)

A-C Review		

A G R E E M E N T

This Agreement, made and concluded this _____ day of _____, 1999, by and between Norment Industries, Inc., and the COUNTY OF SANTA CRUZ, hereinafter called CONTRACTOR and COUNTY, respectively.

WITNESSETH:

WHEREAS, the Board of Supervisors of said County has awarded a Contract to Contractor for performing the work hereinafter mentioned in accordance with the sealed proposal of said Contractor.

NOW, THEREFORE, it is agreed as follows:

1. Scope of Work. Contractor shall perform all the work and furnish all the labor, materials, equipment, and all utility and transportation services required to complete all of the work for MAIN JAIL SECURITY SYSTEMS UPGRADE in Santa Cruz County, in accordance with the Notice to Bidders, Specifications and Plans, Special Provisions, and Bidder's Proposal; the items and quantities of which are more particularly set forth in Contractor's Proposal, therefor, on file in the Office of the County Clerk.
2. Time for Performance. The Contractor shall begin the work within ten (10) calendar days after receiving the "Notice to Proceed," and shall diligently prosecute the same to completion before the expiration of one hundred fifty (150) calendar days from the date of said "Notice to Proceed."
3. Independent Contractor Status. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

Principal Test. The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

Secondary Factors. (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and workplace; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

4. Component Parts. This Contract shall consist of the following documents, each of which is on file with the Santa Cruz County Clerk of the Board, and all of which are incorporated herein, and made a part hereof by reference thereto:
 - a. This Agreement and Guarantees
 - b. Notice to Bidders, inviting sealed proposals
 - c. Specifications entitled: MAIN JAIL SECURITY SYSTEMS UPGRADE
 - d. Plans entitled: MAIN JAIL SECURITY SYSTEMS UPGRADE
 - e. Bidder's Bond
 - f. Accepted Proposal
 - g. Performance Bond
 - h. Payment Bond
 - i. Certificate of Worker's Compensation Insurance
 - j. Certificate of General Liability Insurance
 - k. Certificate of Auto Liability Insurance
5. County shall pay and Contractor shall accept, in full consideration for the performance of the Contract, subject to additions and deductions as provided therein, the sum of \$ 542,000.00.
6. Pursuant to County Code Section 2.37.107, any bid, proposal, or other response to a solicitation for bid or proposal which proposes or calls for the use of any tropical hardwood or wood product in performance of the contract shall be deemed nonresponsive. The contractor shall not

provide any items in performance of this contract which are tropical hardwoods or tropical hardwood products. The County of Santa Cruz urges companies not to import, purchase, obtain, or use for any purpose, any tropical hardwood or tropical hardwood product. In the event any bidder or contractor fails to comply in good faith with any of the provisions of County Code Section 2.37.107, the bidder or contractor shall be liable for liquidated damages in an amount equal to the bidder's or contractor's net profit under the contract, or five (5) percent of the total amount of the contract dollars, whichever is greater. The contractor acknowledges and agrees that the liquidated damages assessed shall be payable to the County upon demand and may be set off against any monies due to the bidder or contractor from any contract with the County.

7. Nondiscrimination Clause.

The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment; advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause. Contractors and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Administrative Code, Title 2, Section 7285.0 et seq). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990, set forth in Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this contract by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

The CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment; advertising, layoff or termination; rates of pay or other

forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

The CONTRACTOR will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

IN WITNESS WHEREOF, County has caused these presents to be executed by its officers thereunto duly authorized and Contractor has subscribed same, all on the day and year first above written.

Norment Industries, Inc.

Contractor Name

By _____

Title _____

ATTEST:

COUNTY OF SANTA CRUZ

Clerk, Board of Supervisors

By _____

APPROVED AS TO FORM:

Maria Costa
County Counsel

March 11, 1999
Date