

Board of Supervisors

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Thomas A. Indrieri, District II
Mark D. Marshall, District III
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Gary J. Evans, District IV,
Vice-chairman
Denise J. Carter, District V



COUNTY OF COLUSA

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BOARD CHAMBERS
547 MARKET STREET
COLUSA, CA 95932

Agenda

May 31, 2011

Welcome to a meeting of the Colusa County Board of Supervisors. If you are scheduled to address the Board, please state your full name for the record. The Board will not address timed items before they are scheduled. The "Consent Calendar" may be adopted by one motion. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

9:00 a.m. CALL TO ORDER

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of the May 17, 2011 Regular Session.
- Period of Public Comment.
- Announcement of Closed Session.

9:05 a.m. STAFF REPORTS

This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

9:10 a.m. PERSONNEL

A. **Health And Human Services – Human Services – 5011**

1. Rescind the following motion approved May 3, 2011:
"PERSONNEL/HEALTH AND HUMAN SERVICES – HUMAN SERVICES – 5011": It is moved by Supervisor Vann, seconded by Supervisor Indrieri to approve adding an additional position of Eligibility Worker I/II, PFT, MSC Range 8/12, \$1,815.00 - \$2,250.00/\$2,041.00 - \$2,481.00 per month, effective July 1, 2011 and authorize recruitment utilizing the Merit Systems list.
2. Consider a request to fill a vacant position of Eligibility Worker I/II, PFT, MSC Range 8/12, \$1,815.00 - \$2,250.00 /\$2,041.00 - \$2,481.00 per month, effective July 1, 2011 and authorize recruitment utilizing the Merit Systems list.

B. Library – 6021

Consider amending the job description for the new position of Mobile Learning Unit Driver, MSC Range 5, \$1,720.00 - \$2,091.00 per month, effective June 1, 2011 to modify the experience requirement to preferred: "One year of related driving experience involving the use of a large vehicle with a demonstrated record of driving safely preferred", and authorize to fill as an extra help position.

C. Ag Administrative Services – Airport – 4001

Consider request to hire extra help for position of Airport Maintenance Worker, TPT, \$12.56 per hour, effective May 9, 2011.

D. Migrant Housing – 1075/Airport - 4001

Consider request to authorize employment past 999 hours and eligible for PERS for Luis Sanchez, Maintenance Worker, TPT, \$12.56 per hour, effective June 1, 2011

9:15 a.m. SHERIFF/RFP/BIDS

A. Consider accepting Request for Proposals (RFP) for the procurement and installation of one (1) emergency diesel powered backup generator including housing and fuel storage system for the City of Colusa, City Hall as received and opened on April 22, 2011 at 10:00 a.m. as follows:

- | | | |
|----|--------------------------------|-------------|
| 1. | Charlie's Electric, Colusa, CA | \$94,799.86 |
| 2. | Cross Electric, Colusa, CA | \$53,872.25 |

B. Consider awarding RFP for the procurement and installation of one (1) emergency diesel powered backup generator including housing and fuel storage system for the City of Colusa, City Hall. Further, direct the Sheriff to return at a later date with a contract for same.

C. Consider a finding that it is in the best interest of the County/public to waive the County's formal bidding process and approve the purchase of four patrol vehicles including emergency equipment for the Sheriff's Department, in the amount of \$140,000.00, to be funded by RLE Grant funding. (Will be utilizing State Bid #1-09-23-14, Enforcement Vehicles).

9:20 a.m. HEALTH AND HUMAN SERVICES

Consider waiving the County's formal bidding process and authorize purchase of fifteen (15) type 1 scanners (Fujitsu F1-6130 Scanner) as part of the implementation of California SAWS Consortium IV project in the amount of \$40,974.00. Further, approve a contract between the County of Colusa Health and Human Services and **California SAWS Consortium IV**, to allow Accenture LLP to proceed with the subject County Purchase, with terms and conditions as set forth in the contract and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors. (This purchase is in compliance with the State

Procurement process through the Consortium and this is a sole source provider)

- 9:25 a.m. BEHAVIORAL HEALTH SERVICES
Consider approving the Medicare Enrollment Application for the Colusa County Behavioral Health Services Department to receive a Medicare Identification Number to bill Medicare for services and authorize the Interim Director of Behavioral Health Services to sign the Application on behalf of the Board of Supervisors.
- 9:30 a.m. AG COMMISSIONER/AIPPORT SPECIAL/NOTICE TO BIDDERS
Consider approving Colusa County Airport, Airport Improvements Perimeter Fencing and Gates Rotation Beacon PAPIs and AWOS III Constant Current Regulator AIP Project No. 3-06-0048-13 Contract Documents and Specifications and authorize the Chairman to sign appropriate documents. Further, set July 8, 2011 at 1:00 p.m., to receive and open sealed bids and August 2, 2011 to accept and award bids and direct the Clerk to publish and post Notice to Bidders.
- 9:35 a.m. TREASURER-TAX COLLECTOR
Consider accepting the Colusa County Treasurer's Monthly Investment Report for April 2011.
- 9:40 a.m. PUBLIC WORKS
- A. Consider approving Notice to Contractors, Special Provisions, and Proposal for a Master Job Order Contract to Provide Construction Rental Equipment **With** Operator for Maintenance project within Colusa County on an as-need basis and authorize the Chairman to sign the Notice to Contractors. Further, set June 15, 2011 at 10:00 a.m., to receive and open sealed proposals and direct the Clerk to publish and post Notice.
 - B. Consider approving Notice to Contractors, Special Provisions, and Proposal for a Master Job Order Contract to Provide Construction Rental Equipment **Without** Operator for Maintenance project within Colusa County on an as-need basis and authorize the Chairman to sign the Notice to Contractors. Further, set June 15, 2011 at 10:00 a.m., to receive and open sealed proposals and direct the Clerk to publish and post Notice.
 - C. Consider approving Notice to Bidders and Bid proposal for the Gasoline and Diesel Fuel Purchase for the Department of Public Works, Transit Agency, Central Services and the Sheriff's Department and authorize the Chairman to sign the Notice To Bidders. Further, set June 15, 2011 at 10:00 a.m. to receive and open sealed bids and direct the Clerk to publish and post Notice to Bidders.

9:45 a.m. PLANNING & BUILDING

- A. Discussion/direction regarding the Williams and Arbuckle Library Landscape and Irrigation Renovation.
- B. Presentation/direction regarding analysis of Energy Feasibility Proposals.

9:55 a.m. AUDITOR/CONTROLLER

- A. Presentation and discussion of Revenue and Expenditure Status Reports for the County operating funds for the month ended April 30, 2011.
- B. Consider approving Intra-Budget Transfer Numbers 11037 through 11039.
- C. Consider approving changes in Revenue and Appropriations as follows: Requires 4/5 votes

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue & Appropriations:</i>				
Burial of Indigents	00101	5032	4799110	\$4,250.68
Burial of Indigents	00101	5032	53180	\$4,250.68
Homeland Security	00101	20811	455999	\$14,889.02
Homeland Security	00101	20811	51012	\$3,098.83
Homeland Security	00101	20811	51013	\$50.00
Homeland Security	00101	20811	51021	\$21.25
Homeland Security	00101	20811	51022	\$501.71
Homeland Security	00101	20811	53170	\$2,020.60
Homeland Security	00101	20811	53220	\$22.18
Homeland Security	00101	20811	53250	\$7,088.84
Homeland Security	00101	20811	53251	\$1,600.00
Homeland Security	00101	20811	57013	\$485.61
Total				\$14,889.02
County Library	00101	6021	479310	\$1,969.80
County Library	00101	6021	53230	\$1,969.80
Sheriff	00101	2021	455401	\$33,097.00
Sheriff	00101	2021	51010	\$18,820.00
Sheriff	00101	2021	51013	\$32.00
Sheriff	00101	2021	51019	\$3,500.00
Sheriff	00101	2021	51021	\$8,254.00
Sheriff	00101	2021	51022	\$1,837.00
Sheriff	00101	2021	51029	\$58.00
Sheriff	00101	2021	51031	\$33.00

Sheriff	00101	2021	51035	<u>\$275.00</u>
Total				\$33,097.00
District Attorney	00101	2016	479310	\$5,256.00
District Attorney	00101	2016	57018	\$1,081.42
District Attorney	00101	2016	57019	\$1,514.42
District Attorney	00101	2016	57063	\$2,660.16
Total				\$5,256.00
Drug Enforcement	00101	2022	455195	\$387.00
Drug Enforcement	00101	2022	53050	\$1.00
Drug Enforcement	00101	2022	57057	\$216.49
Total				\$387.00

10:10 a.m.

CENTRAL SERVICES

- A. Consider a finding that it is in the best interest of the County/public to waive the County's formal bid process and approve the purchase of (42) forty-two copies of Microsoft Office Standard 2010 Software for the Behavioral Health Department, through **CDW-G**, in an amount not to exceed \$11,046.00. (Pricing guaranteed through the California Department of General Services/Software Licensing Program-Agreement #SLP-11-70-0025P).
- B. Consider approving the purchase of (3) three copies of Microsoft Office Pro Plus Software for the Behavioral Health Department, through **CDW-G**, in the amount of \$1,077.00. (Pricing guaranteed through the California Department of General Services/Software Licensing Program-Agreement #SLP-11-70-0025P).
- C. Consider a finding that it is in the best interest of the County/public to waive the County's formal bid process and approve the purchase of (38) thirty-eight Topaz Signature Pads (Item 1666382), for the Behavioral Health Department, through **CDW-G**, in the amount of \$14,109.31. (Pricing guaranteed through the NIPA/National Intergovernmental Purchasing Alliance, contract #083052).
- D. Consider a finding that it is in the best interest of the County/public to waive the County's formal bid process and approve the purchase of (6) six Dell Latitude E5520 laptop computers, for the Behavioral Health Department, through **Dell Incorporated**, in the amount of \$6,077.25. (Pricing guaranteed through the state negotiated WSCA Contract #WN99ABZ).
- E. Consider accepting bids for the Cost Reporting and Accounting/Financial Services for the Behavioral Health

Department received and opened May 19, 2011 at 10:00 a.m. as follows:

Gary Ernst \$100.00 per hour

- F. Consider awarding and approving an agreement for the Cost Reporting and Accounting/Financial Services for the Department of Behavioral Health Services.
- G. Consider accepting bids for Janitorial Services for the Department of Behavioral Health Services, as received and opened on May 19, 2011 at 10:00 a.m. as follows:
 - 1. Brothers Janitorial Service \$1,300.00 per month
 - 2. All Star Building & Maintenance Inc \$1,900.00 per month
 - 3. APF Janitorial \$1,935.00 per month
 - 4. Preferred Carpet Cleaning & Janitorial \$2,000.00 per month
 - 5. Ultimate Building Maintenance Inc \$2,250.00 per month
- H. Consider awarding and approving an agreement for Janitorial Services for the Department of Behavioral Health Services.
- I. Consider accepting bids for Transport Services for the Department of Behavioral Health Services, as received and opened on May 19, 2011 at 10:00 a.m. as follows:
 - 1. Black Talon Enterprises, Inc

Option 1: Flat Rate Transport	\$14,999.00/month
Additional	\$0.79/mile
Additional Office	\$39.00/hour
Option 2: On-call Transport	\$39.00/hr per Officer
Additional	\$0.79/mile
 - 2. Merit Medi-Trans

Option 1: Flat Rate Transport	\$1,000.00/month
Unloaded Additional	\$1.30/mile
Loaded Additional	\$2.50/mile
Additional Officer	\$.55/mile
Response to Call	\$40.00
Additional Standby fee (first 2 hrs no charge)	\$25.00
- J. Consider re-advertising the bid opportunity, with revised bid specifications and proposal worksheet for the Transport Services for the Department of Behavioral Health Services.

10:30 a.m. RECESS10:45 a.m. ADMINISTRATION

- A. Presentation on and action on recommendations of Risk Management RFP Committee regarding provision of Risk Management Services to Colusa County.
- B. Consider approving NACo 2011 Credentials (Voting) Identification Form and authorize the Chairman to sign same.

11:15 a.m. ADMINISTRATION/COUNTY CLERK

- A. Update regarding redistricting. **(Continued from May 17, 2011)**
- B. Consider setting a public hearing regarding the redistricting issue.

12:00 NOON RECESS**CONSENT AGENDA ITEMS 1-11**

All items are approved by one motion unless pulled by a Board member for separate discussion or action.

1. HEALTH AND HUMAN SERVICES: Approve an agreement for cleaning and janitorial services between the County of Colusa Health and Human Services and **Advanced Window Cleaning & Services** to provide vacation and sick leave relief for department employee, effective July 1, 2011 through June 30, 2012, in an amount not to exceed \$2,950.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.
2. SHERIFF: Approve Modification to Agreement C04-102, between the County of Colusa Sheriff's Office and **Colusa Regional Medical Center** for inmate meals, modifying the term of contract to be effective through June 30, 2012 and increasing compensation from \$252,655.50 (\$21,054.63 per month) to \$258,916.68 (\$21,576.39 per month), with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.
3. BEHAVIORAL HEALTH: Approve Modification to agreement C09-070, between the County of Colusa Behavioral Health Services and **APL Counseling Services** to provide Domestic Violence and Anger Management education and counseling to clients referred from Colusa County Behavioral Health and Colusa County Probation Department, and modifying "Time of Performance" to be effective through June 30, 2013, with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.
4. PUBLIC WORKS: Accept Easement Deed for County Road 25 Lenahan Road for Federal Aid Project No. BRLO 5915(048) between the County of Colusa Public Works Department and **Benjamin and Kristie Pearson**, and authorize the Chairman to sign and the direct the Clerk to record same. Further, approve

- Right of Way Contract-County Highway Funks Creek at Lenahan Road Bridge Replacement between the County of Colusa Public Works Department and **Benjamin and Kristie Pearson** for a Non-Exclusive Easement for road, utility and drainage, effective May 31, 2011, in the amount of \$850.00 and authorize the Chairman to sign.
5. PUBLIC WORKS: Accept Easement Deed for County Road 25 Lenahan Road for Federal Aid Project No. BRL) 5915(048) between the County of Colusa and **Allen Lee Etchepare**, authorize the Chairman to sign and direct the Clerk to record same. Further, approve Right of Way Contract-County Highway Funks Creek at Lenahan Road Bridge Replacement between the County of Colusa Public Works Department and **Allen Lee Etchepare** for a Non-Exclusive Easement for road, utility and drainage, effective May 31, 2011 through December 31, 2014, in the amount of \$2,000.00 and authorize the Chairman to sign.
 6. PUBLIC WORKS: Approve Right of Way Contract-County Highway Funks Creek at Lenahan Road Bridge Replacement between the County of Colusa Public Works Department and **Glenn Colusa Irrigation District**, effective January 21, 2011 through December 31, 2020, with terms and conditions as set forth in the contract and authorize the Chairman to sign.
 7. PUBLIC WORKS: Accept Easement Deed for County Road 25 Lenahan Road for Federal Aid Project No. BRLO 5915(048) between the County of Colusa and **Russel and Diane Pearson** and authorize the Chairman to sign. Further, approve Right of Way Contract-County Highway Funks Creek at Lenahan Road Bridge Replacement between the County of Colusa Public Works Department and **Russel and Diane Pearson**, for a Non-Exclusive Easement for road, utility and drainage, in the amount of \$550.00, effective May 31, 2011 through December 31, 2015, with a \$100.00 per year extension, and authorize the Chairman to sign.
 8. PUBLIC WORKS: Ratify Colusa County Public Works Agreement 1011-25, between the County of Colusa Public Works Department and **Ken Bowen Construction Company**, to provide paving for the D Street Parking Area in Goad's Extension, effective May 10, 2011 through July 1, 2011, in the amount of \$13,138.00, with a fifteen (15) day written termination clause by either party and signed by the Director of Public Works on behalf of the Board of Supervisors.
 9. PUBLIC WORKS: Ratify Colusa County Public Works Agreement 1011-26, between the County of Colusa and Public Works Department and **D&A Mfg. Home Construction**, to provide removal and replacement of approximately 105 square feet of existing sidewalk at the easterly terminus of East Webster Street in Goad's Extension, effective May 12, 2011 through July 1, 2011, in the amount of \$1,101.41, with a fifteen (15) day written termination clause by either party and signed by the Director of Public Works on behalf of the Board of Supervisors.
 10. ADMINISTRATION/PERSONNEL: Adopt procedure for utilizing donated leave as approved by the Personnel Policy Committee.
 11. PUBLIC WORKS: Ratify Colusa County Public Works Agreement 1011-27, between the County of Colusa Public Works Department and **Nutt, Redfield, Valentine**,

provide completion of the design for the Lenahan Road Bridge, effective May 13, 2011 through August 15, 2011, in the amount of \$22,000.00, with a fifteen (15) days written termination clause by either party and signed by the Director of Public Works on behalf of the Board of Supervisors.

END OF CONSENT AGENDA

OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:

12. Supervisors' Reports or Comments.
13. State or Federal Legislation/General Budgetary Matters.
14. Review Claims Register Sheets.
15. Agenda Review.

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the jurisdiction of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes per issue and each individual or group will be limited to no more than 5 minutes each within the 15 minutes allocated per issue. **Note:** *No board action shall be taken on comments made under this comment period.*

ORDINANCES AND PUBLIC HEARINGS: If you challenge in a court action a decision of the Colusa County Board of Supervisors regarding a zoning, planning, land use, or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues (1) you or someone else raised at such public hearing, or (2) raised in written correspondence delivered to the Colusa County Board of Supervisors at, or prior to, such public hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk (located in the Board Chamber), 547 Market Street, Colusa, CA 95932 during regular business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday.