

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

811



FROM: Fire

SUBMITTAL DATE:
November 25, 2013

SUBJECT: Approval of Second Amendment to Agreement with Willdan Homeland Solutions [\$388,448]


RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and authorize the Chairman of the Board to sign the Second Amendment with Willdan Homeland Solutions for Emergency Operations Planning extending the performance period to December 30, 2014 with an option to extend as operationally necessary until April 30, 2015; and
2. Authorize the Purchasing Agent to annually renew this agreement.

BACKGROUND:

Summary

The mission of the Riverside County Fire Office of Emergency Services (OES) is the preservation of life, property, and the environment. OES is responsible for developing emergency plans and actions in response to actual or potential disasters which may impact all or part of Riverside County.


John R. Hawkins
County Fire Chief

| FINANCIAL DATA | Current Fiscal Year: | Next Fiscal Year: | Total Cost: | Ongoing Cost: | POLICY/CONSENT (per Exec. Office) |
|------------------------|----------------------|-------------------|-------------|---------------|---|
| COST | \$ 100,000 | \$ 107,489 | \$ 388,448 | \$ 0 | Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/> |
| NET COUNTY COST | \$ 0 | \$ 0 | \$ 0 | \$ 0 | |

| | |
|--|-------------------------------|
| SOURCE OF FUNDS: 100% Homeland Security Grant Funds | Budget Adjustment: No |
| | For Fiscal Year: 13/14 |

C.E.O. RECOMMENDATION:

APPROVE

BY: 
Alex Gann

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: 6/12/13 3.24 and
1/29/13 3-23

District: All

Agenda Number:

3-25

PURCHASED COUNTY COUNSEL
 BY: Neal R. Kipnis
 DATE: 11/25/13
 Purchasing: 
 Departmental Concurrence: 
 Assistant Director

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Approval of Second Amendment to Agreement with Willdan Homeland Solutions
[\$388,448]**

DATE: November 25, 2013

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

OES designs and conducts exercises for different scenarios and coordinates emergency management training to insure that OES is able to respond to natural, human caused and technological emergencies. The OES coordinates the interagency response for a wide range of emergencies including but not limited to earthquake, terrorism, wildfires, flooding, extreme heat and severe weather, utility outages, droughts, transportation accidents, hazardous materials releases, civil unrest.

On June 12, 2012, Agenda #3.24, the Board of Supervisors approved a professional services agreement with Willdan Home Solutions for Emergency Preparedness and Response Branch Emergency Operations Planning Project. On January 29, 2013, Agenda 3-23 the Board of Supervisors approved Amendment No. 2; increasing the contract amount by \$ 105,000 through January 31, 2014 for a Continuity of Operations (COOP)/Continuity of Government Plan for Riverside County using an all hazards approach from Multi-Jurisdictional Hazard Mitigation Plan. These projects have begun and the County along with Willdan Homeland Solutions needs additional time to complete the entire scope of the projects. The Fire Department is requesting an extension of the period of performance only.

Impact on Citizens and Businesses

Willdan will be providing consulting services to assist the Riverside County Operational Area to complete and finalize a GAP analysis that focuses on heavy emergency response equipment as well as identify resources for access and functional needs equipment to determine the response gaps throughout the County running the collected data through a series of Hazardous scenarios. Additionally, the contract for consulting services includes revising our Operational Area Emergency Operations Plan and the development of twenty-two (22) functional annexes to address the four stages of emergency management within the County. Templates for both the Emergency Operations Plan and annexes will be created for our cities' use. The Coop & Cog annex will also be developed into a full plan that will allow for the Continuity of Operations and Government that will help pre-identify resources and facilities to ensure that businesses and residents can maintain the highest level of services after a disaster or incident.

SUPPLEMENTAL:

Additional Fiscal Information

The Board action today will not increase the cost of this contract. The total contract amount is \$ 388,448 and is 100% funded by Homeland Security Grant funds. No County funds are required. The Department expended \$ 180,959 in FY 12/13 and estimates expending \$100,000 in FY 13/14 and \$ 107,489 in FY 14/15. The Department is only requesting an extension of time.

Contract History and Price Reasonableness

On February 9, 2012, the Riverside County Fire Purchasing Department released RFP #FPARC126 for Emergency Preparedness and Response Branch Emergency Operations Planning Project. Willdan Homeland Solutions was selected and a contract was approved by the Board of Supervisors on June 12, 2012, Agenda #3.24. On January 29, 2013, Agenda 3-23 the Board of Supervisors approved Amendment No. 1; increasing the contract amount by \$ 105,000 through January 31, 2014. The Department is requesting approval of Amendment No. 2 extending the period of performance only.

**COUNTY OF RIVERSIDE
AMENDMENT NO. 2 TO THE AGREEMENT
WITH
WILLDAN HOMELAND SOLUTIONS**

CONTRACTOR: Willdan Homeland Solutions
Contract Term: June 12, 2013 through April 30, 2015
Effective Date of Amendment: January 7, 2014
Annual Maximum Contract Amount: \$ 388,448

The Agreement between Riverside County, herein referred to as COUNTY and Willdan Homeland Solutions, herein referred to as CONTRACTOR, is amended as follows:

1. On page 3 of the Agreement, amend Section 2 the "Period of Performance":
To amend all reference to the Period of Performance from expiration of December 31, 2013, to a Period of Performance of June 12, 2012 through December 30, 2014, unless terminated as specified in Section 5 TERMINATION. If due to scheduling concerns arising from the COUNTY availability, the period of performance may be extended to April 30, 2015, upon written request from the COUNTY. All other terms of the Period of Performance in the Agreement shall apply.
2. All other terms and conditions of the Agreement are to remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

Contractor

Signed: James E. Bailey

Printed Name: James E. Bailey

Date: December 12, 2013

Title: President and CEO
Willdan Homeland Solutions
2401 K. Katella Avenue, Suite 300
Anaheim, CA 92806

County

Signed: _____
Chairperson, Board of Supervisors
Jeff Stone

Date: _____

FORMER RIVERSIDE COUNTY COUNSEL
BY: MAR R. KIPNIS DATE: 12/18/13