



## Legislation Text

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**File #:** 23-0601, **Version:** 1

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**TO:** Board of Supervisors  
**FROM:** Jennifer Yasumoto, Director of Health and Human Services Agency  
**REPORT BY:** Gaby Angeles, Staff Services Analyst II  
**SUBJECT:** Amendment No. 2 to Agreement No. 180245B with Lytle, Inc., dba Hobart Sales and Service

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### **RECOMMENDATION**

Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180245B with Lytle, Inc., dba Hobart Sales and Service with no change to the contract maximum of \$20,000 per fiscal year, extending the term of the Agreement through June 30, 2026, and updating the Scope of Work and Compensation exhibits, to provide kitchen and vaccination storage equipment repair, servicing and maintenance.

### **EXECUTIVE SUMMARY**

Approval of today's action will amend the current agreement to extend the term through June 30, 2026; replace Exhibit A-1 with Exhibit A-2 (Scope of Work) to add language to include vaccination storage equipment servicing; and replace Exhibit B-1 with Exhibit B-2 (Compensation) to clarify rates for continued required service, maintenance and repair for refrigeration and kitchen equipment essential to HHSA programs.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services-Multiple Divisions
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Without this Agreement, HHSA will not have continued access to essential equipment repairs.
Is the general fund affected?	No

Future fiscal impact: Appropriations have been included in the requested Fiscal Year 2023-2024 budget and future fiscal years will be budgeted accordingly

Consequences if not approved: If not approved, HHSA will be unable to have kitchen and vaccine storage equipment repaired if needed.

County Strategic Plan pillar addressed: Healthy, Safe, and Welcoming Place to Live, Work, and Visit

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

HHSA owns and operates industrial refrigeration and appliance equipment at the 2751 Napa Valley Corporate Drive location. This equipment is used for long term cold storage of critical medications, and vaccines, administered by Public Health Division programs-including the flu and the Covid-19 vaccines. Equipment is also used for food storage and preparation in the HHSA on-site kitchen and off-site residential substance use disorder treatment facility. These programs support the health and well-being of clients in recovery and other safety net programs through the provision of meals.

Equipment used for cold storage in these programs must be fully operational in order to avoid any delays or interruptions of service, must be serviced regularly to meet requirements for vaccine and medication storage, and must meet all applicable health codes regarding the operation of a food service facility.

Hobart Sales and Service is a distributor and servicer of commercial and industrial refrigeration and kitchen equipment. Their factory trained technicians have expertise in servicing and troubleshooting the specific brands and equipment owned and operated by HHSA. Approval of this amendment extends our current agreement with Hobart Sales and Service through June 30, 2026, in order to continue performing the required service, maintenance and repair for refrigeration and kitchen equipment essential to HHSA programs.