

OMB Granicus Review

Granicus Title	First Amendment to the contract with Site One Landscape Supply, LLC to provide herbicides, aquatic herbicides, and adjuvants for mosquito control.				
Granicus ID#	24-0193D	Reference #	22-0657-B	Date	02/27/2024

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	N	Original Amount	\$ 291,281.08
Fund(s)	0001	Amount of Change (+/-)	\$ 291,281.08
Cost Center(s)	437040	Total Amount	\$ 582,562.16
Program(s)	2201	Amount Available (FY24)	\$ 1,400,000.00
Account(s)	5520003	Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY23 – FY25		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

On March 28, 2023, the Board of County Commissioners (BCC) approved an agreement with Site One Landscape Supply, LLC for a twelve-month not-to-exceed expenditure of \$291,281.08 for herbicides and adjuvants. The proposed First Amendment will increase the not-to-exceed threshold by \$291,281.08, or 100.0%, and increase the term by 12 months, bringing the total not-to-exceed threshold to \$582,562.16 through March 27, 2025. First Amendment only raises the not-to-exceed threshold, it does not guarantee that this exact amount will be expensed. Departments may spend up to \$582,562.16, but no more.

Funding for this agreement is included in the FY24 Adopted Budget of Public Works in the General Fund.

Analyst: Shane Kunze

Ok to Sign:

Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Qwestica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ___ percent higher or lower due to ___)"**.
5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject_Date)**
 - b. (e.g., OMB Review_22-529A_PW_Sidewalk_28-DEC-2022).
6. Upload to Granicus as a numbered attachment.

- a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).