

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

From: **JAMES DURFEE / WILL DICKINSON**

Subject: **JENCHEM BPO INCREASE**

Date: **JUNE 27, 2006**

ACTIONS REQUESTED/RECOMMENDATION: Approve an increase of \$32,000 to the 2005/06 Blanket Purchase Order (BPO) with JenChem for purchase of chemicals used at our wastewater treatment plants.

BACKGROUND: In order to meet wastewater treatment plant discharge requirements as mandated by the California Regional Water Quality Control Board, it is necessary to inject coagulants during the treatment process. Due to the extremely wet weather experienced by Placer County this past winter and spring, flow through our treatment plants increased significantly. Higher flows necessitated greater usage of the coagulant than anticipated.

Treatment plant staff took delivery on approximately 4,500 gallons of coagulant from JenChem this April. Unfortunately, the employee placing the order failed to check the status of the BPO prior to placing the order. As a consequence, approximately \$32,000 is owed to the vendor for which no funds are remaining in the BPO.

The department seeks your Board's approval in order to compensate JenChem for the materials they supplied. Staff has implemented a new procedure which should prevent this type of oversight from occurring again.

ENVIRONMENTAL CLEARANCE: The administrative action requested herein is not a project as defined by CEQA and is not subject to environmental review.

FISCAL IMPACT: The cost of the coagulant as incurred is approximately \$32,000. There are funds available in the Sewer Maintenance District #1 and #3 FY 05/06 budgets to cover this expense.

JD/WD:kk

cc: COUNTY EXECUTIVE OFFICE
PROCUREMENT

T:\FAC\Bsmemo2006\JenChem.doc

