

**MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: March 20, 2007

SUBJECT: Approve the Second One-Year Renewal of a List of Qualified Firms for Human Resources Consulting Services as a result of Competitive Request for Qualifications (RFQ) No. 9281

ACTION REQUESTED

Approve the second one-year renewal of a list of qualified firms for human resources consulting, through April 5, 2008, on behalf of the Placer County Personnel Department.

BACKGROUND

On April 6, 2004, your Board approved a recommendation to adopt a list of qualified firms, resulting from RFQ No. 9281, to provide consulting services for the Placer County Personnel Department. The RFQ specified that the list would be in effect for two years, and could be renewed for additional years at the County's discretion. On March 21, 2006, your Board approved the first one-year renewal of this qualified list. The list of qualified consultants is included as Attachment 1.

Over the past three years, the Personnel Department has used this Qualified List on eight projects, ranging from \$5,000.00 to \$33,100.00, and has been very pleased with the results. They desire to renew this list for one more year as authorized by RFQ No. 9281, and plan to issue a new Request for Qualifications next year.

FISCAL IMPACT

There is no immediate fiscal impact resulting from the renewal of this qualified list. The Personnel Department will contract with a selected firm from the list as required and the resulting expenditures will be funded from Personnel's existing budget. Contracts that exceed \$50,000 will require your Board's approval prior to execution.

Attachment A: Qualified List

cc: Nancy Nittler, Personnel
Lori Walsh, Personnel

