

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

To: **BOARD OF SUPERVISORS**

Date: **DECEMBER 11, 2007**

From: **JD JAMES DURFEE / ALBERT RICHIE**

Subject: **PLACER COUNTY RESOURCE CONSERVATION DISTRICT AGREEMENT**

ACTION REQUESTED/RECOMMENDATION: Approve a Blanket Purchase Order Agreement with Placer County Resource Conservation District in an amount, not to exceed \$30,000 per year renewable for up to four years (not to exceed \$120,000 in total for four years) to provide vegetation management, water pollution prevention and grant writing consultation services; and authorize the Purchasing Manager to execute the Blanket Purchase Order.

BACKGROUND: On June 28, 2005, your Board approved an Agreement with the Placer County Resource Conservation District (RCD) to provide natural resource related consultation services to the Facility Services Department. Under the Agreement, RCD has assisted with the preparation of vegetation and fuels management plans for Hidden Falls Regional Park and Squaw Valley Park as well as preparation and monitoring of erosion control plans for various projects and drafting fire-safety related grant applications. The recommendation before your Board today is a continuation of the types of services provided under the previous Agreement. The services will be performed on an "as-needed" basis with a requirement for an approved scope of work for the specific services to be performed before any work proceeds.

Specific work products associated with this Agreement include preparation and oversight of vegetation management and fuel load reduction plans, water pollution prevention consultation, and grant writing services. The Agreement is structured in a manner to allow flexibility as grant opportunities, vegetation management, and erosion issues arise over the next four years. Issuing the Agreement as a blanket purchase order will allow funds to remain unencumbered until specific task orders and funding sources are identified.

The Placer County Resource Conservation District is an independent self governing public agency and a political subdivision of the State of California. Therefore, pursuant to Section 1.3(e)(1) of the Placer County Purchasing Policy Manual, approval of this request is exempt from competitive bidding. However, your Board's approval is required to execute the Blanket Purchase Order.

ENVIRONMENTAL CLEARANCE: This Professional Services Agreement is categorically exempt from review pursuant to Section 15306 of the California Environmental Quality Act Guidelines.

FISCAL IMPACT: This Agreement would authorize an amount not to exceed \$30,000 per year, renewable for up to four years for a total not-to-exceed amount of \$120,000 over the four year life of the Agreement. Specific task orders executed under this Agreement would be funded from monies specifically allocated to the applicable project account (e.g. Capital Project Fund – Hidden Falls Regional Park account).

cc: COUNTY EXECUTIVE OFFICE
PROCUREMENT SERVICES

AVAILABLE FOR REVIEW AT CLERK OF THE BOARD'S OFFICE: AGREEMENT WITH PLACER COUNTY RESOURCE CONSERVATION DISTRICT

JD/AR:af

