

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: February 8, 2011

SUBJECT: Approve the Extension of Qualified Lists for Consulting Services for Sanitary Sewer Projects through September 30, 2011 as a result of Competitive Request for Qualifications No. 9485

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**ACTION REQUESTED**

Approve the extension of Qualified Lists for Consulting Services for Sanitary Sewer Projects through September 30, 2011 as a result of Competitive Request for Qualifications (RFQ) No. 9485.

**BACKGROUND**

On December 13, 2005 the Board of Supervisors approved the award of competitively bid RFQ No. 9485 for Consulting Services for Sanitary Sewer Projects. Four Qualified Lists of firms were established for a three-year period. Each list contains five or more firms that were determined by an RFQ Evaluation Panel to be the most qualified to provide services such as civil engineering, design, and general consulting services related to the County's sanitary sewer and wastewater treatment operations. When these services are required for a project, the Department of Facility Services solicits proposals from one or more firms on the Qualified Lists, and negotiates contracts as needed. RFQ No. 9485 contained an optional provision to extend these Qualified Lists for a two-year period. On December 9, 2008 your Board exercised this option. These Qualified Lists expired on December 12, 2010.

Procurement is working with Facility Services to develop a new RFQ to replace these lists. Based on current workload, and the estimated time required to solicit and evaluate the new RFQ, staff expects the new Qualified Lists to be awarded in September 2011. Facility Services has expressed a need for these services over the next several months, and has requested extension of the current Qualified Lists through September 30, 2011.

**FISCAL IMPACT**

There is no fiscal impact related to this action. Actual contracts will continue to be negotiated on a case-by-case basis, by soliciting informal proposals from one or more firms on the Qualified Lists. Contracts in excess of \$50,000 will require your Board's approval. Contracts of \$50,000 or less may be executed by the Purchasing Manager or the County Executive Officer.

cc: Will Dickinson, Facility Services

*251*

