

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

To: **BOARD OF SUPERVISORS**

Date: **JANUARY 8, 2013**

From: **JD JAMES DURFEE / JOEL SWIFT**

Subject: **RENEWAL EXISTING BLANKET PURCHASE ORDER NO. 19669 WITH SIERRA SINGLE PLY, INC.**

ACTION REQUESTED / RECOMMENDATION: Renew the Blanket Purchase Order (BPO) No. 19669 with Sierra Single Ply, Inc. for roofing services throughout the County to increase the maximum amount by \$150,000 for a revised amount of \$300,000 and extend the BPO for an additional year through March 31, 2014. Authorize the Purchasing Manager to execute and procurements for this action, resulting in no additional net county cost.

BACKGROUND: In order to provide repairs to roofs on County facilities, Facility Services has contracted with Sierra Single Ply. Over the past year their services have been required to complete a wide variety of necessary repairs. In order to continue to address deferred maintenance roofing issues, staff is recommending that the existing BPO be renewed and extended. Staff has determined that an additional \$150,000 of spending authority is needed in order to address projected roofing maintenance needs. One of these projects is a funded capital project to recoat the roof of the County Executive Offices (Domes) in the amount of \$ 71,790. Since the vendor has provided exemplary service to date and the current BPO expires on March 31, 2013, staff is also requesting that the BPO be extended for another year to March 31, 2014. Your Board's approval to renew and extend BPO No. 19669 is necessary if we wish to continue to effectively implement Sierra Single Ply's services for ongoing roof repairs.

ENVIRONMENTAL CLEARANCE: In accordance with Section 21080(b)(9) of the Public Resources Code and Section 15301 of the California Environmental Quality Act Guidelines, operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses, this action is categorically exempt.

FISCAL IMPACT: Upon your Board's approval, the not to exceed amount of BPO No. 19669 will be increased from \$150,000 to \$300,000. Appropriate funding is available in the Building Fund projects.

