

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: September 24, 2013
SUBJECT: Sewer Instrumentation Services – Aqua Sierra Controls, Inc and Service Engineering

ACTION REQUESTED

1. Approve the annual renewal of competitively awarded blanket purchase orders with Aqua Sierra Controls Inc, of Auburn, and Service Engineering of Meadow Vista, for sewer instrument maintenance and repair services at County operated Waste Water Treatment Plants in the maximum aggregate amount of \$120,000, funded by FY 2013-14 special district property tax assessments with no net county cost, for the period of Oct 1, 2013 to September 30, 2014, and authorize the Purchasing Manager to sign the resulting blanket purchase orders and to transfer funds between blanket purchase orders as needed.

BACKGROUND

Facility Services, Utilities Division's requires annual contracts for sewer instrumentation services for the Placer County Sewer Treatment Plant. On September 25, 2012 your Board approved the award of competitive Bid No. 10207 for sewer instrumentation services for Facility Services. As a result, BPOs were issued in the maximum aggregate amount of \$120,000 to Aqua Sierra Controls Inc., of Auburn and Service Engineering of Meadow Vista, for the period October 1, 2012 through September 30, 2013.

Facility Services has requested to renew these BPOs for another year. Service Engineering has agreed to renew with no change to discounts, pricing, terms or conditions. Aqua Sierra Controls Inc. has agreed to renew with price increases amounting to about 3% which has been determined to be reasonable.

Section 1.3(o) of the Purchasing Policy Manual allows the County to renew these contracts based on satisfactory services and reasonable pricing offered by the vendors. The resulting BPOs will be effective from October 1, 2013 through September 30, 2014.

FISCAL IMPACT

Upon your Board's approval, BPOs will be awarded to Aqua Sierra Controls in the amount of \$95,000 and Service Engineering in the amount of \$25,000. Facility Services Fiscal Impact Statement is attached.

Attachment:

Facility Services Fiscal Impact Statement

cc: Valerie Bayne, Administrative Services Manager, Facility Services

393

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Valerie Bayne, Administrative Services Manager
DATE: September 24, 2013
SUBJECT: **Fiscal Impact Statement**
BPO for Sewer Instrumentation Services

The Department of Facility Services requires an annual blanket purchase order for sewer instrumentation services. The Utilities division utilizes this BPO to provide preventative maintenance service and/or trouble shooting services performed on an as needed basis.

The Department has budgeted appropriately in the Sewer Maintenance Districts #1, #2, and #3 and Sewer CSA's for FY13/14. The Sewer Maintenance Districts #1, #2, and #3 and Sewer CSA's are fee supported; therefore this request will not have a net County cost.