

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: June 17, 2014  
SUBJECT: On-Call Civil Engineering – Various Firms

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**ACTION REQUESTED**

1. Approve the renewal of blanket purchase orders with Cardno Entrix, Inc. of Houston, TX, Nichols Consulting Engineering CHTD of Reno, NV, Stantec Consulting Services, Inc. of Reno, NV, and Wood Rodgers, Inc. of Sacramento, CA for on-call civil engineering services for various public works and capital improvement projects in eastern Placer County in the maximum aggregate amount of \$200,000 funded by the current FY2013-14 and proposed FY2014-15 Department of Public Works' budget with no new net County cost, for the period of July 1, 2014 through June 30, 2015; and
2. Authorize the Purchasing Manager to sign and transfer funds between the blanket purchase orders as needed.

**BACKGROUND**

The Department of Public Works requires qualified firms to perform on-call civil engineering services for various public works and capital improvement projects in eastern Placer County. On June 19, 2012, your Board approved two-year blanket purchase orders (BPOs) with Cardno Entrix, Inc. of Houston, TX, Nichols Consulting Engineering CHTD of Reno, NV, Stantec Consulting Services, Inc. of Reno, NV, and Wood Rodgers, Inc. of Sacramento, CA to provide these services. The firms were evaluated under the requirements of competitive Request of Qualifications (RFQ) No. 10017 and were selected for the civil engineering discipline's list.

The department continues to have a requirement for on-call civil engineering services and has requested that the BPOs be renewed for the period July 1, 2014 through June 30, 2015 in the maximum aggregate amount of \$200,000. The BPOs will allow the department to have consultant services available as needed to perform funded project tasks.

Therefore, your Board's approval is also required to proceed with BPOs in the maximum aggregate amount of \$200,000 and to authorize the Purchasing Manager to sign the resulting BPOs.

**FISCAL IMPACT**

Upon your Board's approval, new BPOs will be awarded to Cardno Entrix, Nichols Consulting Engineering, Stantec Consulting Services, and Wood Rodgers in the maximum aggregate amount of \$200,000 for the period of May 1, 2014 to April 30, 2014. The Department of Public Works has sufficient funding in the current FY2013-14 and proposed FY2014-15 budgets to support these requested BPOs. Funds are not encumbered until services are rendered against the BPOs.

cc: Peter Kraatz, Assistant Director of Public Work

