



COUNTY OF PLACER
Community Development/Resource Agency

**BUILDING
SERVICES DIVISION**

Michael J. Johnson, AICP
Agency Director

Tim Wegner, Chief Building Off

MEMORANDUM

TO: Honorable Board of Supervisors

FROM: Michael J. Johnson, AICP
Agency Director

By: Tim Wegner, Chief Building Official
Building Services Division

DATE: October 7, 2014

**SUBJECT: PLAN CHECK AND FIELD INSPECTION SERVICES BLANKET PURCHASE
ORDERS**

ACTION REQUESTED

1. Approve an increase of \$450,000 to Building Services Division's Blanket Purchase Orders (BPOs) with three consultants (\$150,000 each) for On-Call Plan Check and Field Inspection Services, funded through the Division's FY 2014-15 budget, with no new net County cost, and
2. Authorize the Purchasing Manager to sign the resulting change orders.

BACKGROUND

On December 13, 2011, the Board approved the award of competitive Request for Qualifications No. 10069 for Plan Check and Field Inspection Services and adopted a list of qualified firms for use by the Community Development/Resource Agency's Engineering and Building Services Divisions. On August 1, 2012, the Procurement Division issued BPOs, at the request of the Building Division, to three firms from the approved list: CSG Consultants, Interwest Consulting Group, and Willdan Engineering. These BPOs are used by the Building Services Division for building plan reviews, field inspections, and California Building Code consultation services on an as-needed basis.

The initial BPOs were awarded in the amount of \$50,000 per consultant (or \$150,000 total) through December 12, 2014. The usage of these BPOs has exceeded the Building Division's original estimate. As a result, on September 10, 2013 and April 8, 2014, the Board approved increases of each BPO by an additional \$150,000 (or \$450,000 total) bringing the aggregate total combined BPO amount for all three consultants to \$600,000.

Because of continuing increases in workload demands and the associated outsourcing, the Building Services Division is again requesting the Board approve an increase of each BPO, this time for an amount of \$150,000 each (or \$450,000 total) which will bring the aggregate total combined BPO amount for all three consultants to \$1,050,000. This will allow for on-call plan

check services by multiple firms to continue through the December 12, 2014 expiration date of the BPOs.

FISCAL IMPACT

The Building Services Division has sufficient appropriated funds in the FY 2014-15 Building Division budget to fund the requested increase of the three Blanket Purchase Orders. There is no new net County cost associated with this request.

cc: Donna Kirkpatrick, Administrative Services Officer