

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager *Bmw*

DATE: October 7, 2014

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, for the period of October 1, 2014 through September 30, 2015, funded by FY2014-15 special district property tax assessments with no new net County cost, 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 requires annual contracts for sewer instrumentation services for the Placer County Sewer Treatment Plant. On September 24, 2013, your Board approved the annual renewal of blanket purchase orders (BPOs), as a result of competitive Bid No. 10207, with Aqua Sierra Controls Inc., of Auburn and Service Engineering of Meadow Vista. The resulting BPOs expired September 30, 2014.

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 approximately 5% which has been determined to be reasonable. The department has reviewed the firms' renewal responses and concurs with Procurement's annual renewal recommendation. 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.

Your Board's approval is required to proceed with two one-year BPOs in the maximum aggregate amount of \$120,000 and to authorize the Purchasing Manager to sign the resulting BPOs.

FISCAL IMPACT

Upon your Board's approval, new BPOs will be awarded in the maximum aggregate amount of \$120,000 for the period October 1, 2014 through September 30, 2015. The Department has budgeted appropriately for this expense. This service is funded by special district property tax assessments with no new net County cost.

cc: Valerie Bayne, Administrative Services Manager, Facility Services

