

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

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager  
Ken Grehm, Director of Public Works

DATE: August 4, 2015

SUBJECT: On-Call Civil Engineering Services – Various Firms

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**ACTION REQUESTED**

1. Approve Blanket Purchase Order renewals 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 \$400,000, for the period of August 4, 2015 to February 29, 2016. Funding is provided by the Department of Public Works FY 2015-16 Proposed Budget.

**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. Periodically, the Department needs to contract with consulting firms when workload exceeds staff resources to complete the project in a timely manner, or when special projects develop which are added to the budgeted workload.

On June 17, 2014, your Board approved one-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 August 4, 2015 through February 29, 2016 in the maximum aggregate amount of \$400,000. The BPOs will allow the department to have consultant services available as needed to perform funded project tasks.

Therefore, your Board's approval is required to proceed with BPOs in the maximum aggregate amount of \$400,000.

**FISCAL IMPACT**

There is no cost to the County as the funding is from 100% State and Federal Grant Funds. Funds are not encumbered until services are rendered against the BPOs.

cc: Peter Kraatz, Assistant Director of Public Works

