

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: February 9, 2016
SUBJECT: Asbestos and Lead Paint Abatement Services

ACTION REQUESTED

Approve Plans and Specifications and authorize staff to solicit bids for Asbestos & Lead Paint Abatement Services.

Authorize the Purchasing Manager to execute the resulting award, to the lowest responsive and responsible bidder, by issuing an annual Blanket Purchase Order in a not-to-exceed amount of \$150,000 for the period of April 1, 2016 through May 31, 2017. Funding is provided by the Department of Public Works and Facilities in the FY 2015-16 Final Budget and FY 2016-17 Requested Budget; and

Approve an option to renew the purchase order on a year-to-year basis for up to two renewal terms provided the renewal amount does not exceed 10 percent in aggregate of the original award amount.

BACKGROUND

The Department of Public Works and Facilities is responsible for maintaining buildings throughout Placer County some of which were constructed with building supplies later determined to be harmful. Asbestos and lead paint have been banned as a building material product since the 1970's. As our facilities are modified or upgraded these materials are removed from the buildings. Due to their potential for harm these services are provided by a specialized removal contractor.

The Department has a continuing need for an annual contract for Asbestos and Lead Paint Abatement Services in support of its capital projects. The current Blanket Purchase Order (BPO) will expire on March 31, 2016. In order to continue with a service provider, the Department of Public Works and Facilities enlisted the assistance of the Procurement Services Division to develop a new Invitation for Bid for this service. The bid will be solicited and advertised in accordance with the Public Contract Code.

Therefore, with your Board's approval of Plans and Specifications, staff will solicit bids and evaluate the responses to determine the lowest responsive responsible bidder. A Blanket Purchase Order will be issued in an amount not to exceed \$150,000.

ENVIRONMENTAL CLEARANCE

Because there are no specific projects related to this request, your Board's action is not a Project as defined in the California Environmental Quality Act (CEQA) Guidelines Section 15378(a) and therefore is not subject to CEQA. Environmental clearance will be required on a project specific basis.

FISCAL IMPACT

The total annual cost for the Asbestos Abatement BPO is an amount not-to-exceed \$150,000. There are sufficient funds appropriated in the respective Capital Projects for these services.

cc: Ken Grehm, Director of Public Works and Facilities
Valerie Bayne, Administrative Services Manager, Facility Services

