



MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES
County of Placer

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Plan Check and Field Inspection Services – Multiple Vendors

DATE: March 22, 2016

ACTION REQUESTED

Approve a one-year extension of a Qualified List of firms, as the result of competitive Request for Qualifications No. 10069, for plan check and field inspection services to be provided as needed to the Community Development Resource Agency for the period of March 1, 2016 to February 28, 2017;

Approve the annual renewal of competitively awarded Blanket Purchase Orders with CSG Consultants of Sacramento, CA, Interwest Consulting Group of Elk Grove, CA, and Willdan Engineering of Sacramento, CA, for plan check and field inspection services for the Community Development Resource Agency in the maximum aggregate amount of \$400,000 for the period of March 1, 2016 to February 28, 2017. Funding is provided by the Building Services Division FY 2015-16 Final Budget and FY 2016-17 Requested Budget; and

Authorize the Purchasing Manager to transfer funds between blanket purchase orders as needed; and

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

On February 3, 2015, your Board approved the extension of a Qualified List for plan check and field inspection services and the renewal of multiple Blanket Purchase Orders (BPOs) awarded as a result of competitive Request for Qualifications No. 10069. The original Request for Qualifications solicitation included two one-year options to extend the list.

The Community Development Resource Agency (CDRA) continues to require the services of firms on the list for building plan reviews, field inspections, and California Building Code consultation services on an as-needed basis and has requested to extend the Qualified List and renew the BPOs for another year. The consultants have agreed to renew the BPOs with no changes. Based on the positive response from CDRA, Procurement Services recommends exercising the second renewal option extending the Qualified List and renewing the BPOs through February 28, 2017.

Therefore your Board's approval is required to extend the Qualified List and renew BPOs for another year in the agency's requested maximum amount of \$400,000 for the period of March 1, 2016 through February 28, 2017.

FISCAL IMPACT

The projected cost of Plan Check and Field Inspection Services for the period of March 1, 2016 through February 28, 2017 is \$400,000 and is budgeted in the FY 2015-16 Final Budget and FY 2016-17 Requested Budget in Community Development Resource Agency, Building Division (22220 appropriation).

cc: Michael Johnson, Community Development Resource Agency Director
Tim Wegner, Chief Building Official, CDRA
Donna Kirkpatrick, Senior Administrative Services Officer, CDRA

