



MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES
County of Placer

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Change Order to Blanket Purchase Order No. 22510 – TESCO Controls

ACTION REQUESTED

Approve Change Order No. 1 to Blanket Purchase Order No. 22510 with TESCO Controls of Sacramento, CA for onsite maintenance, service and repairs for TESCO control panels in the amount of \$50,000 for a revised maximum amount of \$75,000; and

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

On February 26, 2016, the Purchasing Manager approved the renewal of a blanket purchase order (BPO) with TESCO Controls of Sacramento, CA for onsite maintenance, service and repairs for TESCO control panels located at multiple sewer lift stations operated by the Environmental Engineering Division. The resulting Blanket Purchase Order No. 22510 was awarded in the maximum amount of \$25,000 for the period of February 26, 2016 through December 31, 2016.

Twenty-two sewer lift station sites located throughout Sewer Maintenance District #1, #2, and #3 are currently not in compliance with Occupational Safety and Health Administration (OSHA), National Electrical Code (NEC), and National Fire Protection Association (NFPA) requirements in reference to arc flash hazards in the workplace. Arc flash is a phenomenon where a flashover of electric current leaves its intended path and travels through the air from one conductor to another, or to the ground. Arc flash poses a hazard to County employees at the above-mentioned sites. The Environmental Engineering Division has obtained a proposal from TESCO Controls to perform an Arc Flash Risk Assessment (AFRA) for each site as a step toward getting in compliance with OSHA, NEC and NFPA requirements to ensure safe working conditions. The AFRA will include an assessment, report, and appropriate labels for electrical equipment at each site.

The AFRA services will deplete the BPO amount. The Department of Public Works and Facilities has determined that an additional \$50,000 is required to sufficiently pay for services performed through the end of the contract period. The requested increase of \$50,000 exceeds the Purchasing Manager's change order authority and requires your Board's approval in accordance with Purchasing Policy Manual Section 2.1(b).

FISCAL IMPACT

The \$50,000 increase to Blanket Purchase Order No. 22510 with TESCO Controls is budgeted in Sewer Maintenance District #1, #2, and #3 FY2015-16 Final Budget.

cc: Robin Mahoney, Associate Civil Engineer, Department of Public Works and Facilities
Valerie Bayne, Administrative Services Manager, Department of Public Works and Facilities

