



MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT DIVISION
County of Placer

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Annual Roof Repair Services – Sierra Single Ply, Inc.

DATE: July 12, 2016

ACTION REQUESTED

Approve the renewal of a competitively awarded blanket purchase order with Sierra Single Ply, Inc. of McClellan, CA for roof repair services in the maximum amount of \$400,000 for the period of July 1, 2016 through December 31, 2017. Funding is provided by the Department of Public Works and Facilities Capital Project 04928-Countywide Roofing in the FY 2016-17 Proposed Budget; and

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

The Department of Public Works and Facilities (DPWF) has a continuing need for roof repair services in support of DPWF's maintenance of County facilities. This BPO is used for roof repair or replacement projects at various County facilities throughout the year. On April 28, 2015, your Board approved the annual renewal of a blanket purchase order (BPO) with Sierra Single Ply, Inc. resulting from competitive Bid No. 10146. The current BPO expired on June 30, 2016.

Over the past year, aging and failing roof systems at the Placer County Government Center have been replaced. As part of the ongoing maintenance and repair program, DPWF plans to continue replacing and repairing roofs Countywide that have been identified due to age and/or damage. The roofing repair and replacement program continues to play a key role in protecting County assets.

Sierra Single Ply, Inc. has agreed to renew the BPO at the same pricing. Section 15 of the bid's General Terms and Conditions allows the renewal of this BPO based on the vendor's satisfactory performance.

FISCAL IMPACT

Funding for roofing services is budgeted in Capital Project 04928-Countywide Roofing in the FY 2016-17 Proposed Budget. Funds are not encumbered until services are provided.

cc: Valerie Bayne, Administrative Services Manager
Dennis Hughes, Assistant Building Maintenance Superintendent

