

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager

DATE: November 2, 2010

SUBJECT: Approve a Five-Month Renewal of Competitively-Awarded Qualified Lists for Plan Check Services

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**ACTION REQUESTED**

Approve a five-month renewal of two lists of qualified firms for Plan Check Services resulting from competitive Request for Qualifications (RFQ) No. 9686.

**BACKGROUND**

On September 18, 2007, your Board approved two lists of qualified firms that were developed from responses to a formal RFQ process. The Community Development Resource Agency's Building Department (Building) and Engineering and Surveying Department (Engineering) use these firms to perform plan check services. Building requires these services for County projects, as well as for commercial and residential permit applications submitted by developers and general residents. Engineering requires similar services related to civil site improvement plans submitted by developers and/or for County projects.

The lists expired on September 17, 2010; however, the RFQ stipulated an option to renew the list on a year-to-year basis at the County's discretion. Building and Engineering have requested to renew the lists for an additional five-month period to allow time for an RFQ process to establish new lists. With your Board's approval, the qualified lists will be renewed through February 28, 2011.

The lists of qualified firms are attached.

**FISCAL IMPACT**

There is no immediate fiscal impact resulting from this recommendation. The departments will contract with a selected firm as required and the resulting expenditures will be funded from their existing budgets or project funds, as appropriate. Contracts of less than \$50,000.00 may be executed by the Purchasing Manager. Contracts of \$50,000.00 or more will require your Board's approval.

Attachment: Lists of Qualified Firms

cc: Wes Zicker, Director of Engineering and Surveying  
Tim Wegner, Chief Building Official

## LISTS OF QUALIFIED FIRMS TO BE RENEWED

### Community Development – Building Department

Buehler & Buehler Structural Engineers, Sacramento  
Bureau Veritas, Citrus Heights  
CSG Consultants, Sacramento  
Coastland Civil Engineering, Inc., Auburn  
Interwest Consulting Group, Roseville  
Tom Jennings, P.E., Roseville  
McKenny Krug, Inc., Gold River  
Willdan, Roseville

### Community Development – Engineering Department

Bureau Veritas, Citrus Heights  
CSG Consultants, Sacramento  
Coastland Civil Engineering, Inc., Auburn  
Harris & Associates, Inc., Sacramento  
P&D Consultants, Inc., Lincoln  
Willdan, Roseville