


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

TO: Honorable Board of Supervisors  
FROM: David Seward, Purchasing Manager   
DATE: March 7, 2006  
SUBJECT: Recommendation to Extend Qualified Lists for Environmental Services, Reference RFQ No. 9010

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**ACTION REQUESTED**

Approve a one-year extension of Qualified List No. 9010 for Various Environmental Services, through March 6, 2007.

**BACKGROUND**

On November 5, 2002 the Board of Supervisors approved the award of RFQ No. 9010 for Environmental Consulting. As the result, Qualified Lists were established for seven (7) separate specialized categories of services. These lists were valid for a 3-year period.

These lists have primarily been used by the Planning Department. When services are needed, proposals are solicited from one or more firms on the lists on a case-by-case basis, and contracts are negotiated for specific projects. The need for services has diminished somewhat in the past year, though the Planning Department has indicated there is a continued need for these services on a limited basis. Due to the complexity of the RFQ process for these highly specialized services, and the great amount of staff time it requires, it is reasonable to extend the list for an additional year. If, at the end of that time, there is a continued need for these services, a new RFQ will be processed.

**FISCAL IMPACT**

There is no fiscal impact related to this action. Actual contracts will continue to be negotiated on a case-by-case basis, by soliciting informal proposals from one or more firms on the Qualified List.

cc: John Marin, Community Development Resources Agency Director  
Michael Johnson, AICP, Director of Planning

