

COUNTY OF PLACER
Community Development/Resource Agency

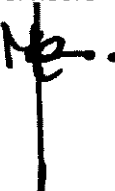
Michael J. Johnson, AICP
Agency Director

PLANNING
SERVICES DIVISION

Paul Thompson, Deputy Director

MEMORANDUM

TO: Honorable Board of Supervisors

FROM: Michael Johnson, AICP 
Agency Director

DATE: October 23, 2012

SUBJECT: **SECOND AMENDMENT TO BLANKET PURCHASE ORDER NO. 18747 WITH CTL FOREST MANAGEMENT INC.**

ACTION REQUESTED

1. Approve a second amendment to Blanket Purchase Order No. 18747 with CTL Forest Management Inc. for biomass removal services in the Lake Tahoe Region for an increase of \$25,000 (to a maximum aggregate amount of \$75,000) and extension of the blanket purchase order through December 31, 2013, funded by grant monies with no net County cost for the period of FY 2012-13, and authorize the Purchasing Manager to sign the amended Blanket Purchase Order.

BACKGROUND

In order to fulfill the obligations of multiple grants that the County has received for removing biomass from wildland urban interface (WUI) regions in the Lake Tahoe region, it is necessary to have qualified vendors with Environmental Protection Agency-approved equipment to perform the work. The original Blanket Purchase Order No. 18747 was approved for \$35,000 in June 2011, and when additional grants were awarded to the County, a first amendment to Blanket Purchase Order No. 18747 was approved for an additional \$15,000 in April 2012. Since that time, another grant has been awarded to the County to perform biomass removal services in the Lake Tahoe Region. Placer County has used CTL Forest Management Inc. to perform biomass removal services for many of the County's grants. CTL Forest Management, Inc. has performed well and at a fair price. Several small areas of work remain to be completed during the fall of 2012 and summer/fall of 2013.

The current funding for Blanket Purchase Order No. 18747 has been used, and the Blanket Purchase Order will expire on December 31, 2012. The remaining grant funds will need to be utilized for projects or the grant monies will be lost by the end of 2013. Accordingly, staff requests an increase of \$25,000 to Blanket Purchase Order No. 18747 and a one-year extension through December 31, 2013.

FISCAL IMPACT

Funding for Blanket Purchase Order No. 18747 is fully encumbered grant funding. There is no impact to the County General Fund as a result of this action.

ATTACHMENTS

- Attachment 1: Original BPO dated June 7, 2011
Attachment 2: First Amended BPO dated April 19, 2012

cc: Holly Heinzen, Assistant CEO
Karin Schwab, County Counsel

County of Placer
BLANKET PURCHASE ORDER

BP018747

Department of Administrative Services
Procurement Services Division
2964 Richardson Drive
Auburn, CA 95603
Phone (530) 889-7776

Please reference the above
number on all invoices and
correspondence related to this
order.

Revised Blanket Purchase Order

6 - 2011 - BP018747

Change Order No. 01

Date Issued: 4/19/12

<p>Vendor: 31454 - 001 CTL FOREST MANAGEMENT INC 6366 ZAMORA DR PLACERVILLE, CA 95667-</p>	<p>Send Invoices to: Community Development Resource Agency 3091 County Center Drive, Suite 280 Auburn, CA 95603 Phone: (530) 886-3010</p>
<p>Direct all questions regarding this agreement to: Buyer: April Pay Phone: (530) 889-4253 FOB Point: Not applicable Payment Terms: Net 30 Days</p>	<p>Effective Date: 6/7/11 Expiration Date: 12/31/12 Total Purchases shall not exceed: \$ 50,000.00</p>

This blanket purchase order shall be governed by the attached terms and conditions.

Description:

Commodity Code: 962-58

Biomass Removal Services in accordance with vendor's agreement to renew Contract No. BP016069

Vendor Contacts: Jeff Holland or Mary Holland, 530-626-0995

County Contact: Brett Storey, 530-745-3011

4/19/12 - Change Order No. 1

This BPO is increased to \$50,000 (an increase of \$15,000) and extended to 12/31/12.

All other terms and conditions remain the same.

Departments authorized to use this agreement:

Community Development Resource Agency

Special Instructions:

INSURANCE: Your insurance certificate(s) and related documentation have been accepted on a preliminary basis. The County of Placer has contracted with Ebix BPO of Portland, Michigan to review the certificates(s) and endorsement(s) to assure complete and accurate compliance with the insurance provisions required by this agreement. They may contact you to advise you of deficiencies and request corrected documents. Please cooperate with their requests for information or corrections in order for the County to continue your contract through the expiration date.

<Requisition No. 6-2011-RQ052623>

<Replaces BP016069>

Brett Wood, Purchasing Manager

By: _____

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County of Placer
BLANKET PURCHASE ORDER

BP018747
Page 1 of 1



Department of Administrative Services
Procurement Services Division
2964 Richardson Drive
Auburn, CA 95603
Phone (530) 889-7776

Please reference the above number on all invoices and correspondence related to this order.

Blanket Purchase Order
6 - 2011 - BP018747

Date Issued: 6/7/11

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Direct all questions regarding this agreement to: Buyer: April Pay Phone: (530) 889-4253 FOB Point: Not applicable Payment Terms: Net 30 Days	Effective Date: 6/7/11 Expiration Date: 9/30/12 Total Purchases shall not exceed: \$ 35,000.00

This blanket purchase order shall be governed by the attached terms and conditions.

Description:

Commodity Code: 962-58

Biomass Removal Services in accordance with vendor's agreement to renew Contract No. BP016069

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<Requisition No. 6-2011-RQ052623>

<Replaces BP016069>

Jim Boggan, Purchasing Manager

By: Jim Boggan

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ATTACHMENT 2

