

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **AUGUST 28, 2007**

From: **JAMES DURFEE / JOEL SWIFT**

Subject: **TEMPORARY FENCING**

ACTION REQUESTED/RECOMMENDATION: It is recommended that your Board ratify a purchase order for the rental of temporary fencing and approve payment to Security Contractor Services, Inc. (SCS) in the amount of \$450.00.

BACKGROUND: Earlier this year, the Building Maintenance Division ordered and received temporary fencing from SCS at the Juvenile Detention Center. This was required in conjunction with the emergency purchase order to install fireproofing approved by your Board on June 12, 2007.

Because of requirements for insurance, this procurement should have been secured through a Confirming or Blanket Purchase Order issued by the Procurement Division, rather than by a Sub-Purchase Order from the Facility Services Department. Because Facility Services Department utilized an incorrect purchasing path, your Board must take action to ratify the order and approve payment. The Building Maintenance Division is currently working with the Procurement Division to develop a Blanket Purchase Order to properly secure these services in the future.

ENVIRONMENTAL CLEARANCE: The performance of these services is Categorically Exempt from the California Environmental Quality Act pursuant to Section 15301 that provides for the operation, repair and maintenance of existing public facilities.

FISCAL IMPACT: The cost for this rental will be charged to Juvenile Detention Center Fireproofing Repair project.

JD:JS:TP

cc: COUNTY EXECUTIVE OFFICE
ADMINISTRATIVE SERVICES DEPARTMENT

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