

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: September 25, 2012
SUBJECT: Approve the Renewal of a Negotiated Blanket Purchase Order with Capitol Public Finance Group LLC for Financial Consulting Services in the Maximum Amount of \$220,000

ACTION REQUESTED

1. Approve the renewal of a negotiated blanket purchase order with Capitol Public Finance Group LLC of Sacramento, CA for financial consulting services in the maximum amount of \$220,000, funded by the SMD#1 budget with a net County cost of \$0, for the period of FY 2012-13, and authorize the Purchasing Manager to sign the resulting Blanket Purchase Order.

BACKGROUND

Facility Services requires an annual agreement with a consulting firm to perform financial consulting services related to the Mid-Western Placer Regional Sewer Project. An agreement was negotiated with Capitol Public Finance Group (CPFG) due to their previous successful performance in providing these services. Section 1.3(a) of the Purchasing Policy Manual exempts these professional services from competitive bidding.

Blanket Purchase Order (BPO) No. 19204 was issued in the amount of \$45,000 under the Purchasing Manager's authority. Your Board subsequently approved increases to the BPO to a maximum amount of \$220,000. The BPO will expire on September 30, 2012.

Facility Services submitted a request to renew the BPO for an additional year. CPFG has agreed to renew at the same pricing, terms, and conditions. Services are requested on an as-needed basis and billed at CPFG's standard hourly rate.

FISCAL IMPACT

The requested BPO amount of \$220,000 requires your Board's approval. Upon your approval, the new BPO will be effective October 1, 2012 through September 30, 2013. Facility Services' Fiscal Impact Statement is attached.

cc: Jim Durfee, Director of Facility Services
Valerie Bayne, Administrative Services Manager, Facility Services

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Valerie Bayne, Administrative Services Manager
DATE: September 25, 2012
SUBJECT: **Fiscal Impact Statement**
BPO for Financial Services

The Department of Facility Services is requesting the renewal of the annual blanket purchase order with Capital Public Finance Group, LLC for negotiation services and financial analysis related to the Mid-Western Placer Regional Sewer Project. The County will need the aid of a technical consultant to meet its commitments for negotiating and executing an environmental and design agreement with the City of Lincoln and pursuing a Clean Water State Revolving Fund financing agreement.

The Department has budgeted appropriately in the Sewer Maintenance District #1 Regional Sewer capital budget 04828 for FY12/13. The funding for this capital project came from the SMD#1 budget; therefore this action does not have a net county cost.

340