



COUNTY OF PLACER
Community Development Resource Agency

John Marin, Agency Director

**ENGINEERING
&
SURVEYING**

Wes Zicker
Director of Engineering & Surveying

MEMORANDUM

TO: Honorable Board of Supervisors
FROM: Wes Zicker, Director *WZ*
Department of Engineering and Surveying, Community Development Resource Agency
DATE: November 6, 2007
SUBJECT: Blanket Purchase Order for On-Call Consultant Plan Check Services

ACTION REQUESTED:

Authorize the Purchasing Manager to sign agreements with six (6) outside consulting firms in the amount of \$20,000 each to provide on-call consultant plan check services for civil improvement plan review, and authorize the Purchasing Manager to transfer funds between the six agreements on an as-needed basis.

BACKGROUND:

On September 18, 2007, your Board approved a list of six (6) qualified outside consulting firms to provide plan check services for civil site improvement plan review. The approved consultants are as follows:

- | | |
|------------------------|--------------------|
| 1) Bureau Veritas | 4) P&D Consultants |
| 2) Willdan | 5) CSG Consultants |
| 3) Harris & Associates | 6) Coastland |

The firms were evaluated and selected under RFQ #9686, with the approved list being valid for a period of three years. The consultant services can be utilized either of two ways, 1) contracting for project-specific plan check services, or 2) on an as-needed basis to augment County staff during periods of peak workload and/or during review of complex project components. Consultant services contracted under 1) would be fully reimbursed by the project developer. Consultant services contracted under 2) would be offset by Plan Check and Inspection Fees paid by the project developer, and accounted for by a Blanket Purchase Order.

Copies of the contracts have been filed with the Clerk of the Board and are available for review at that office.

ENVIRONMENTAL:

This action is not a project, as defined in Section 15378 of the California Environmental Quality Act (CEQA), and is exempt from CEQA requirements.

FISCAL IMPACT:

Services performed under these contracts are funded either through full reimbursement by the project developer, or by Plan Check and Inspection Fees paid by the project developer per County Ordinance.

