

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: August 26, 2008

SUBJECT: Approve the Award of Competitive Request for Qualifications No. 9818 for Hazardous Vegetation Abatement Services, Adopt a List of Qualified Firms, and Authorize the Purchasing Manager to Sign Blanket Purchase Orders in the Maximum Aggregate Amount of \$200,000.00

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**ACTION REQUESTED**

Approve the award of competitive Request for Qualifications (RFQ) No. 9818 for hazardous vegetation abatement services, adopt a list of qualified firms to provide these services for various Office of Emergency Services and Parks and Grounds Division projects effective for a three-year period, and, on behalf of Emergency Services, authorize the Purchasing Manager to sign blanket purchase orders with the four firms on the list in the maximum aggregate amount of \$200,000.00.

**BACKGROUND**

The CEO/Office of Emergency Services, the Department of Facility Services/Parks and Grounds Division, and the Procurement Services Division developed an RFQ for hazardous vegetation abatement services for various projects in the Lake Tahoe Region. Your Board passed a pilot ordinance for the Lake Tahoe region to ensure that unimproved lots that are adjacent to improved lots are kept fire safe via Public Resources Code (PRC) 4291 regulations. Placer County Code (PCC) 9.32.070 extends the requirement in PRC 4291, requiring that the adjacent property owner "clear an area on his or her own property, sufficient to provide the required fire break." For properties that are not cleared by the owner in accordance with the code, Emergency Services requires a contractor to perform the work. In addition, the Parks and Grounds Division requires hazardous vegetation abatement work performed on County property in the Tahoe region. These services would be requested on an as-needed basis by both departments.

Fifty-eight firms, including fire councils, were notified via postcard of RFQ No. 9818, and it was posted on the County website. Formal responses were received from seven firms.

An evaluation panel rated the responsive submittals in accordance with the evaluation criteria contained in the RFQ. Attachment A shows the panel's individual and collective scores. The final rankings are the result of the panel's consensus after discussion. In accordance with the stated intent of the RFQ, the panel determined that it is appropriate to recommend the top four firms for inclusion on the list.

Your Board's approval is required to ratify the panel's recommendation. As a result, the firms will be placed on a qualified list effective for 3 years from August 26, 2008 through August 25, 2011.

## **FISCAL IMPACT**

See the CEO's attached Fiscal Impact Statement. For the Parks Division, individual contracts will be negotiated with one or more firms as needed, and the resulting expenditures will be funded from existing budgets or project funds, as appropriate. Contracts of less than \$50,000.00 may be executed by the Purchasing Manager. Contracts of \$50,000.00 or more will require your Board's approval.

Attachment A: Recommended List of Qualified Firms

Attachment B: Fiscal Impact Statement

Cc: Brett Storey, CEO  
Tim Arndt, Parks & Grounds Division

**FINAL RANKINGS**  
**RFQ 9818**  
**HAZARDOUS VEGETATION ABATEMENT SERVICES**

**Evaluation panel recommends top 4 ranked firms to list.**

Firm	Location	Rater 1	Rater 2	Rater 3	Local Vendor Preference	Aggregate Score	Rank
		Score	Score	Score			
<b>Tree Pro, Inc.</b>	<b>Penryn, CA</b>	85.00	95.00	93.00	15.00	288.00	<b>1</b>
<b>Sierra Land Improvement, Inc.</b>	<b>Grass Valley, CA</b>	88.50	97.50	93.50		279.50	<b>2</b>
<b>Turner Tree Service</b>	<b>Tahoma, CA</b>	67.00	94.00	96.00		257.00	<b>3</b>
<b>Bushwhackers Tree Service, Inc.</b>	<b>Tahoe Vista, CA</b>	73.00	84.00	85.00	15.00	257.00	<b>4</b>
J & M Reforestation	Yuba City, CA	72.00	89.00	84.00		245.00	5
West Coast Arborists	Anaheim	55.00	93.00	88.00		236.00	6
Brushbuster, Inc.	Foresthill, CA	34.00	82.00	83.00	15.00	214.00	7



## COUNTY OF PLACER

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## OFFICE OF COUNTY EXECUTIVE

THOMAS M. MILLER, County Executive Officer

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[www.placer.ca.gov](http://www.placer.ca.gov)

TO: Honorable Board of Supervisors

FROM: Linda Oakman, Administrative Services Manager *LO*

DATE: August 26, 2008

SUBJECT: Fiscal Impact Statement for Hazardous Vegetation - Tahoe Blanket Purchase Orders

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The total of all Blanket Purchase Orders is \$200,000. Individual contracts will be negotiated with the firms approved by your Board as needed. Any costs incurred by the County for these services may be billed to the property owner if approved by your Board. The County Executive Office has requested appropriations for this service in the FY 2008-09 Budget, no revenue was budgeted since billing to property owners requires prior approval by your Board. There is no additional impact to the general fund associated with the approval of this blanket purchase order.