

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BWJ*
DATE: January 8, 2013
SUBJECT: Environmental Lab Services – Excelchem Environmental Labs

ACTION REQUESTED

1. Approve the annual renewal of a Blanket Purchase Order (BPO) with Excelchem Environmental Labs of Rocklin, CA for environmental laboratory services for Facility Services in maximum amount of \$150,000, funded by various sewer maintenance districts & county services areas with no net County cost, for the period of January 8, 2013 to December 31, 2013, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On August 9, 2011 your Board approved the award of Bid No. 10087 for environmental laboratory services to Excelchem Environmental Labs. These lab services are for testing treated water for the presence of a wide variety of chemicals and compounds to assure that the wastewater treatment processes are working properly. The BPO with Excelchem expired on December 31, 2012. The BPO includes Sewer Maintenance Districts 1 and 3, CSA 28 Zone 4 Applegate Sewer, and CSA 28 Zone 6 Sheridan Sewer. Facility Services submitted a request to renew the BPO for an additional year. Excelchem has agreed to renew the BPO at the same pricing and terms.

Section 15 of the bid's terms and conditions and Section 1.3(o) of the Purchasing Policy Manual allow renewal of this BPO based on the vendor's satisfactory performance and negotiation of favorable pricing and terms.

FISCAL IMPACT

The BPO resulting from this recommendation will be issued in the maximum amount of \$150,000 and will be effective from January 1, 2013 through December 31, 2013. The department's Fiscal Impact Statement is attached.

Attachment: Facility Services Fiscal Impact Statement

cc: Valerie Bayne, Administrative Services Manager, Facility Services
Bill Zimmerman, Environmental Engineering Program Manager

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Valerie Bayne, Administrative Services Manager
DATE: January 8, 2013
SUBJECT: **Fiscal Impact Statement**
BPO for Environmental Laboratory Analysis Services

In order to meet State and Federal regulations, the Department of Facility Services requires an annual blanket purchase order for environmental lab analysis services at several County treatment plant facilities and sewer CSA's.

The total amount of this request is \$150,000 and this expense has been budgeted in the Sewer Maintenance Districts 1, and 3, CSA 28 Zone 24 Applegate Sewer, and CSA 28 Zone 6A1Sheridan Sewer for FY12/13. There is no net County cost since these budgets are in an Enterprise Fund.