

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

To: **BOARD OF SUPERVISORS**

Date: **JUNE 4, 2013**

From:  **JAMES DURFEE / JOEL SWIFT** 

Subject: **PURCHASE OF A PORTABLE EMERGENCY GENERATOR**

ACTION REQUESTED / RECOMMENDATION:

1. Authorize the Purchasing Manager to solicit bids for the purchase of a portable diesel motor generator for the Foresthill Memorial Hall, award to the lowest responsive and responsible bidder, and sign all necessary documents. The equipment purchase is funded by the Federal Emergency Management Performance Grant (EMPG), with no net county cost.
2. Approve a budget revision to increase appropriations and grant revenue in the Building Maintenance budget.
3. Approve the addition of one (1) Diesel Motor Generator to the Master Fixed Asset List.

BACKGROUND: The Foresthill Memorial Hall serves a variety of uses in support of the County's emergency response plan; however, the facility does not currently have access to emergency power. Purchase of the portable generator and necessary modifications to the existing electrical system to accommodate emergency power will greatly enable the Foresthill Memorial Hall to fully and safely serve as an emergency shelter during electrical/power outages arising from severe weather conditions, fire or other emergencies.

The Placer County Office of Emergency Services (PCOES) received notification from California Emergency Management Agency (Cal EMA) of application approval and award of EMPG funding on October 12, 2012. PCOES will use the EMPG funding for this project, working with Facility Services Department, to purchase a portable diesel motor generator and perform the necessary modification work of the existing electrical system at the Foresthill Memorial Hall. The total cost for the generator purchase and necessary modifications of the existing electrical system are not expected to exceed \$27,000. Approval of the recommended actions will expedite the purchase of this important equipment and completion of the necessary modification of the existing electrical system.

ENVIRONMENTAL CLEARANCE: The Emergency generator is Categorically Exempt from the California Environmental Quality Act pursuant to Section 15301-Class 1: Existing Facilities, which provides for the operation, repair, maintenance or minor alteration of existing public structures.

FISCAL IMPACT: The funding source for the project is a Federal Emergency Management Performance Grant (EMPG) administered by the Placer County Office of Emergency Services (PCOES), with no net county cost.

JD:VB:JS

ATTACHMENT: BUDGET REVISION

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PAS DOCUMENT NO. _____

BUDGET REVISION

POST DATE:

- Cash Transfer Required
- Reserve Cancellation Required
- Establish Reserve Required

- Auditor-Controller *my 3/2013*
- County Executive *JK*
- Board of Supervisors

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
12	BR	54,000.00	2

ESTIMATED REVENUE ADJUSTMENT										APPROPRIATION ADJUSTMENT											
DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT	DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT
12	006		100		991065	91065	8954			27,000.00	12	014		100		991065	91065	4451			27,000.00
TOTAL										27,000.00	TOTAL										27,000.00

REASON FOR REVISION: TO INCREASE APPROPRIATIONS IN BUILDING MAINTENANCE FOR THE PURCHASE OF A DIESEL MOTOR GENERATOR
FUNDED BY THE FEDERAL EMERGENCY MANAGEMENT PERFORMANCE GRANT ADMINISTERED BY OES.

Prepared by Valerie Bayne Ext 6803
 Department Head Valerie Bayne
 Board of Supervisors _____

Date: 6/4/13
 Page: _____

Budget Revision # _____ FOR INDIVIDUAL DEPT USE

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