

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

To: Honorable Board of Supervisors

Date: March 24, 2015

From: *MD* Mary Dietrich, Facility Services Director
By: David Atkinson, P.E., Utilities Program Manager

Subject: Add Closed Circuit Television Camera Transporter to the Fixed Asset List

ACTION REQUESTED:

1. Approve the purchase of a Closed Circuit Television Camera Transporter from Weco Industries in the amount of \$6,296.32 and add the Transporter to the Fixed Asset List, at no net County cost.

BACKGROUND: Environmental Utilities staff operates Closed Circuit Television (CCTV) pipeline inspection systems that allow for visual observation of the interior of sewer and storm drainage pipelines. The CCTV system is used to collect condition assessment data on the 285 miles of sewer pipeline maintained by staff as part of the State-mandated Sanitary Sewer Management Plan as well as provide real time information to staff when responding to pipeline blockages. Environmental Utilities staff purchased a track-driven transporter for the CCTV camera from Weco Industries at a total cost of \$6,296.32. Having a track-driven transporter in addition to the wheel-driven model already owned by the County provides the ability to access pipes where the wheel-driven unit fails to operate.

The purchase was made through a Blanket Purchase Order with funds from the FY 2014/15 Environmental Utilities Budget which is funded through sewer user fees. When making this purchase, staff failed to seek your Board's approval as required by the County's budget and purchasing policies as the purchase is considered a fixed asset. Staff is requesting your Board's approval to add this equipment to the County's Fixed Asset List which will finalize the purchase and allow payment to be made to Weco Industries.

ENVIRONMENT CLEARANCE: The purchase of this CCTV pipeline inspection equipment is not considered a project under the California Environmental Quality Act pursuant to Section 15378 of the CEQA Guidelines.

FISCAL IMPACT: In the current Fiscal Year there are sufficient budget savings in account 4451-Equipment for this purchase. The Environmental Utilities budget is funded by user fees, therefore there is not net county cost associated with this purchase.

CC: COUNTY EXECUTIVE OFFICE
PROCUREMENT SERVICES

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