

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: March 24, 2015
SUBJECT: Approve the Award of Competitive Bid No.10422 for Grazing Services

ACTION REQUESTED

1. Approve the award of competitive bid No. 10422 for Grazing Services at various locations throughout Placer County;
2. Approve the award of blanket purchase orders with Lee Hazeltine, of Woodland ,CA and Goats R Us of Orinda, CA in the maximum aggregate amount of \$175,000 funded by the Facility Services FY 2014-15 budget and the FY 2015-16 requested budget with no new net County cost, for the period of April 1, 2015 through June 30, 2016;
3. Approve the option to renew the resulting blanket purchase orders for two additional one-year periods provided that each renewal does not exceed 10 percent in aggregate of the recommended award of \$175,000; and
4. Authorize the Purchasing Manager to sign the related blanket purchase orders and transfer funds between the blanket purchase orders as needed.

BACKGROUND

The current method the County uses for maintaining vegetation for fire fuel reduction and weed abatement are manual labor utilizing County staff from the various Departments who are in charge of our parks, roadways, landfills, settling ponds and other open space owned by Placer County.

The Facility Services Department has determined that it may be more beneficial and environmentally friendly to purchase Grazing Services from our agriculture community utilizing goats, sheep and other livestock for vegetation management at various locations throughout Placer County.

The Procurement Services Division collaborated with the Facility Services Department and the Farm/Agriculture Department to develop a bid (IFB) No. 10422 to establish the most qualified vendors to provide open space grazing that would be permissive and safe in public park locations, as well as, closed to public open space areas. The vendors needed to demonstrate several important criteria for being considered for award including signage, community outreach about the grazing process, a well-developed vegetation management plan and a comprehensive mobilization/demobilization plan.

Livestock grazing services will include the mobilization/demobilization of livestock to designated grazing locations, safe containment of livestock while working, signage to notify public of grazing activities, community outreach events if requested by Department, guardian and herding animals for keeping herd safe while working and resting.

Thirty-three firms were invited to participate in the IFB via Public Purchase, by e-mail and posted on the County's website. Eleven firms reviewed the bid documents and formal responses were received from two firms. Due to the low number of responses the Procurement Division reached out to firms in the

local area that had been contacted about this bid and requested information on why they had not responded. The responses from the local vendors included, enough existing work and no longer in the business. Based on these responses and the bids received the Procurement Division and the Facilities Department feel the bid represents an accurate reflection of the current market for this service.

Procurement evaluated the responses in accordance with the evaluation criteria contained in the IFB. At this time both Procurement and Facilities recommend that awards to both responding firms is appropriate to best accomplish our grazing needs due to the varied locations and needs identified in the bid. The evaluation is based strictly on the requirements and criteria of IFB 10422.

The Facility Services Department has requested that blanket purchase orders (BPOs) be awarded to Goats R Us of Orinda, CA and Lee Hazeltine of Woodland, CA. The new BPOs will be effective for the period April 1, 2015 through June 30, 2016 in the maximum aggregate amount of \$175,000.

Therefore, your Board's approval is required to award to both firms and proceed with BPOs in the maximum aggregate amount of \$175,000 and to authorize the Purchasing Manager to sign the resulting BPOs and transfer funds as between them as needed.

FISCAL IMPACT

Upon your Board's approval, new BPOs will be awarded to Goats R Us of Orinda, CA and Lee Hazeltine of Woodland, CA in the maximum aggregate amount of \$175,000 for the period of April 1, 2015 to June 30, 2016. Budgeted funding is available in the Countywide Fuel Load Reduction capital project 04821 (\$150,000) and the Solid Waste Fund (\$25,000). Funds are not encumbered until services are rendered against the BPOs.

Attachment A: Evaluation Summary

Cc: Valerie Bayne, Administrative Services Manager – Facility Services
Mark Rideout, Deputy Director Facility Services- Parks Division
Bill Zimmerman, Deputy Director Facility Services- Environmental Engineering Division