

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: April 28, 2015
SUBJECT: Environmental Services for Public Works Projects – Extension of Qualified Lists

ACTION REQUESTED

1. Approve a one-year renewal of competitively adopted Qualified List No. 10157 for Environmental Services for Public Works Projects to be provided as needed for the period of May 8, 2015 through June 30, 2016.
2. Approve the second one-year extension option of the qualified lists of firms for the period of July 1, 2016 through June 30, 2017.

BACKGROUND

On May 8, 2012 your Board approved the award of competitive Request for Qualifications (RFQ) No. 10157. As a result, a list of qualified firms was adopted for the period of May 8, 2012 through May 8, 2015 to provide Environmental Services for public works projects. Including technical and administrative environmental consulting services for various public works projects. Work may include Caltrans Preliminary Environmental Study (PES), technical environmental studies, obtaining CEQA clearance, obtaining NEPA clearance, and obtaining permits from resource agencies. A total of six firms were named to the Qualified List.

Departments who require these services solicit informal proposals from one or more firms on the List, and negotiate a contract with the firm who provides the proposal that best meets the scope of services and the project goals.

The services are primarily used by the Department of Public Works (DPW). RFQ No. 10157 expressed an option to renew the List on a year-to-year basis. DPW has requested renewal of the Qualified List for another year. Based on the positive response from DPW, Procurement Services recommends exercising the first renewal option, extending the Qualified List through June 30, 2016.

FISCAL IMPACT

There is no immediate fiscal impact resulting from the extension of the Qualified List. Individual contracts will be negotiated with one or more firms as needed, and the resulting expenditures will be funded by existing budgets or project funds, as appropriate. Contracts of \$50,000 or less are executed by the Purchasing Manager, and contracts which exceed \$50,000 require your Board's approval.

CC: Kevin Ordway, Senior Civil Engineer, Department of Public Works
Brian Stewart, Senior Civil Engineer, Department of Public Works – Tahoe Engineering Division

