



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 2/6/2024

To: Sonoma County Board of Supervisors

Department or Agency Name(s): Public Infrastructure

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550

Vote Requirement: Majority

Supervisorial District(s): All

Title:

Award Blanket Purchase Order to Redwood Restoration, Inc. for as needed biohazard cleanup, removal, and decontamination throughout the County.

Recommended Action:

Authorize the Purchasing Agent to:

- A) Execute a Blanket Purchase Order with Redwood Restoration, Inc. for a period of one (1) year with an option to extend for up to four (4) additional one (1) year periods.
- B) Execute amendments for price adjustments or additional services that may be required under this agreement.

Executive Summary:

The Sonoma County Department of Public Infrastructure (SPI) is requesting authorization to execute a Blanket Purchase Order (BPO) agreement with Redwood Restoration, Inc. If approved, the BPO will allow County Departments to utilize Redwood Restoration, Inc. to provide onsite biohazard cleanup, removal, and decontamination services.

Discussion:

Background:

A Blanket Purchase Order (BPO) is a purchasing agreement established and managed by the Sonoma County Public Infrastructure (SPI) Purchasing Division. BPOs are structured to achieve the most favorable prices, terms, and conditions in the procurement of goods or services in order to achieve the maximum benefit of the end user and the County. Once established, they are set up for repetitive usage by Departments and provide a streamlined process for procuring goods or services.

In response to an increase in incidents related to fentanyl in the Main Adult Detention Facility, the Sonoma County Sheriff's Office requested a countywide contract to address and mitigate controlled substance exposure to County personnel, inmates, and the public. The Purchasing Division subsequently issued a Request for Proposal (RFP) solicitation for Biohazard Cleanup, Removal and Decontamination. The RFP included Federal Emergency Management Agency (FEMA) and Federal Aviation Administration (FAA) provisions to allow for the use the BPO agreement in the event of a declared disaster/emergency, and by the Sonoma County Airport.

The Purchasing Division released the RFP in August 2023 and invited 517 potential proposers including 5 firms who hold the HAZ - Hazardous Substance Removal Certification issued through the Department of Consumer Affairs, Contractors State License Board. The RFP notification also went out as a bulletin through GovDelivery, a public sector messaging platform that sent the notification to over 2,000 subscribers to ensure a diverse pool of potential proposers including firms with specific certifications related to hazardous substance removal would be reached.

The RFP closed on September 6, 2023, and one proposal was received by Redwood Restoration, Inc. Redwood Restoration is currently under contract exclusively with the Sheriff for the same services, however, the RFP was written to address the growing demand for biohazard cleanup, removal and decontamination services related to fentanyl and to make these services available to all county departments.

The proposal submitted by Redwood Restoration was evaluated by a team comprised of staff from the Sheriff’s Office, Risk Management, and Public Infrastructure. It was determined the proposal was deemed responsive and responsible by the evaluation team and a recommendation was made to move forward with a BPO agreement.

The Purchasing Division negotiated favorable terms and conditions with Redwood Restoration, Inc. and drafted the BPO agreement as a result of the RFP solicitation.

These terms include the following:

- 1) BPO agreement shall be made available to all Sonoma County departments in addition to the Water Agency, Community Development Commission, and the Agricultural Preservation and Open Space District (“affiliated entities”).
- 2) FAA provisions are included in agreement to allow for utilization by Sonoma County Airport as needed.
- 3) FEMA provisions are included in agreement to allow for utilization of this agreement in the event of a declared disaster or emergency.
- 4) Negotiated pricing is firm and fixed for a period of one (1) year.
- 5) Contractor shall respond within 24 hours in response to any request from the County for biohazard services.

Strategic Plan:

Healthy & Safe Communities

Prior Board Actions:

N/A

FISCAL SUMMARY

Expenditures	FY 23-24 Adopted	FY 24-25 Projected	FY 25-26 Projected
Budgeted Expenses			
Additional Appropriation Requested			

Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

There is no direct fiscal impact associated with approving a Blanket Purchase Order. Appropriations for work performed by Redwood Restoration, Inc. under this agreement will be included in individual Departments annual Recommended Budget or added through the Consolidated Budget Adjustment process. The historical aggregate annual expenditure with Redwood Restoration, Inc. by the Sheriff is approximately \$150,000.

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

- 1 – Blanket Purchase Order Agreement & Exhibit
- 2 – Request for Proposal
- 3 – Exhibit A Scope of Work and Response Timeline
- 4 – Exhibit C Insurance Requirements
- 5 – Exhibit D FEMA PA Rider

Related Items “On File” with the Clerk of the Board:

None