



SUMMARY REPORT

Agenda Date: 1/14/2020

To: Sonoma County Board of Supervisors
Department or Agency Name(s): General Services
Staff Name and Phone Number: Caroline Judy, 707-565-8058
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

Award Multiple Blanket Purchase Order Agreements for As-Needed and Emergency Trucking and Hauling Services

Recommended Action:

- A) Authorize the Purchasing Agent to execute Blanket Purchase Order Agreements with trucking service providers for as-needed and emergency debris hauling services, each Agreement to be for three (3) years with options to extend for up to two (2) additional one-year periods.
- B) Authorize the Purchasing Agent, or designees, to issue work requests pursuant to these agreements, contingent on availability of sufficient funding for such services.

Executive Summary:

The Purchasing Agent is proposing the County enter into Blanket Purchase Order Agreements to make trucking services available on an as-needed basis and in an emergency to all County departments (and affiliated public entities, such as Sonoma County Water Agency). The proposed Agreements have no guaranteed minimum or maximum amounts of usage and will be used based on identified departmental and County needs. Services available include as-needed and in an emergency hauling of road materials, household waste, green waste, slide material, rock, and other debris for several County departments, Water Agency, and special districts. These Blanket Purchase Order Agreements will facilitate ease of payments by the departments using the trucking services and consolidate separate existing agency agreements. Currently, the County has a contract with Razorback Construction and Kadon Trucking. Contracts will expire between January 2020 and July 2020.

Discussion:

Background

The General Services Purchasing Division currently maintains as-needed contracts for trucking services on behalf of all County departments, the Sonoma County Water Agency, and Sonoma County special districts. The County of Sonoma requires qualified suppliers to provide various types of trucks and experienced licensed drivers. The trucking service shall include but is not limited to the hauling and delivering of road materials, household waste, hazardous materials, green waste, slide material, rock, and other debris to disposal sites or

project sites as needed or during an emergency. These services will also be used to support multiple departments of the County of Sonoma and routine maintenance activities throughout the County. Generally, the County will load the trucks and the vendor will be responsible for unloading or dumping the trucks. In most instances, hauled materials will be deposited within the County at the County's expense.

Expenditures for trucking services over the past four (4) years have been on average \$1,769,993.73 annually. County departments will utilize funding from their approved budgets to pay for services they may require on an as-needed basis.

Procurement

The Purchasing Division issued a Request for Proposal (RFP) on November 14, 2019, soliciting submittals from over three hundred vendors for hauling, debris removal and disposal services. Eleven (11) responses were received and evaluated by staff, representing Sonoma County Transportation and Public Works and the Sonoma County Water Agency. Outreach was conducted per FEMA requirements to minority and women owned businesses. Proposals received were evaluated based on the following criteria: ability to perform services; professional qualifications; project approach and work schedule; quality of work verified by references; cost relative to scope of services; compliance with FEMA reimbursement rules and ability to respond quickly in emergencies.

The County evaluation committee, recommends awarding to multiple suppliers in order to meet the diverse needs and volume of work of individual departments and agencies.

Bohan & Canelis General Engineering, CLS Inc., Coastside Construction Services, Eisenhauer Construction, Kadon Trucking, Parmeter Logging & Excavation, R & S Logistics, Razorback Construction, S & S Trucking, Toby's Trucking, and V Dolan Trucking demonstrated solid records of service, the ability to perform required work, comparable pricing, and all received excellent references and are recommended by the County evaluation committee. The Purchasing Agent recommends that the County enter into Blanket Purchase Orders with aforementioned suppliers for trucking and hauling services.

Prior Board Actions:

October 10, 2006 - Agreements for Trucking Services was awarded to Kadon Trucking, R & S Trucking, Bohan & Canelis, and V Dolan Trucking.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			

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State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

There is no fiscal impact as funds necessary for these services are within the existing departmental budget appropriations. Fees for trucking services are paid through the approved budget of each department utilizing the services. Costs are incurred on a fee for service basis pursuant to the billing rates contained in each Agreement. The estimated average cost of these services is \$1,769,993.73 annually.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment 1: Sample Blanket Purchase Order Agreement

Related Items "On File" with the Clerk of the Board:

Request for Proposal (RFP)