



County of El Dorado

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Legislation Text

File #: 08-0425, Version: 1

Transportation Department recommending Chairman be authorized to sign Agreement for Services AGMT 08-1672 (876-S0811) with American Reprographics Company, LLC dba Brownie's Digital Imaging in the amount of \$90,000 for a one year term to provide reproduction services in support of Capital Improvement Program (CIP) projects.

RECOMMENDED ACTION: Approve.

FUNDING: Funds for this Agreement will come from the revenue associated with the specific Capital Improvement Program (CIP) project requiring reproduction services. These projects are funded by the Traffic Impact Mitigation (TIM) fee program, grants, and developer funding.

BUDGET SUMMARY:		
Total Estimated Cost		\$ 90,000
Funding		
Budgeted	\$ 90,000	
New Funding	\$	
Savings	\$	
Other	\$	
Total Funding Available	\$ 90,000	
Change To Net County Cost		\$ 0

Fiscal Impact/Change to Net County Cost:

The Department of Transportation (DOT) has sufficient revenues budgeted to fund this Agreement. There is no net cost to the County General Fund associated with this agenda item.

Background:

The Board of Supervisors approves the plans and specifications and authorizes the advertisement for construction bids for the DOT's CIP projects. Once the request for bids is advertised, the DOT must promptly make the plans, specifications, and working details of the project available to prospective bidders. It is essential that the construction bid package be put together accurately and that all the requisite documents and information are included.

Reason for Recommendation:

The DOT has utilized individual purchase orders for Brownie's Digital Imaging to provide timely reproduction of bid packages. We have been very satisfied with their ability to meet our requirements and the necessary turnaround time, and we have been impressed with the quality and accuracy of their work.

We have obtained services through issuance of individual purchase orders for each project, however, within the past year, we have experienced an unusually high number of requests for bid packages. In order to ensure availability of sufficient bid packages, we have found it necessary to request additional purchase orders for a single job.

While we have contacted the County's Print Shop, they do not have the necessary equipment to reproduce the large sized plans, nor can they meet the required turnaround time. We have also contacted other vendors in El Dorado County, however, we have been unable to locate any other vendor who can satisfy our need and turnaround time at a competitive price. After consulting with the County's Purchasing Agent, it was decided that we should request approval of an agreement with Brownie's Digital Imaging. Based upon recent costs and the number and size of projects scheduled to begin construction within the next year, we request approval of AGMT 08-1672 with Brownie's Digital Imaging to provide timely reproduction of bid packages for the construction of CIP projects during the next year.

The DOT recommends the Board make findings pursuant to Article II, Section 210 b (6) of the El Dorado County Charter that there are specialty skills required for the work performed under this Agreement that are not expressly identified in County classifications.

The Operating Engineers Local Union No. 3, AFL-CIO, has been informed of this proposed Agreement.

Action to be taken following Board approval:

- 1) The Chairman will sign two originals of the Agreement.
- 2) The Board Clerk will forward one original of the fully-executed Agreement to the Department for further processing.

Contact:
Russell A. Nygaard
Deputy Director, Engineering

Concurrences:
County Counsel
Risk Management