

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: June 19, 2012
SUBJECT: Approve the Renewal of a Blanket Purchase Order Awarded from a State of California Competitive Contract with U.S. Bank National Association ND for Credit Card Fuel Purchases in the Maximum Amount of \$550,000.00

ACTION REQUESTED

Approve the renewal of a Blanket Purchase Order (BPO) awarded from a State of California competitive contract with U.S. Bank National Association ND of Minneapolis, Minnesota for credit card fuel purchases in the maximum amount of \$550,000.00 and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

U.S. Bank National Association ND (formerly known as Voyager Fleet Systems) fuel credit cards are used for fueling County owned and lease vehicles when staff is unable to utilize one of the County Card Lock fuel facilities located within the Auburn, Rocklin/Loomis, and Roseville/Lincoln areas. The State of California has extended their contract with U.S. Bank National Association ND through April 30, 2013, which was awarded as the result of a competitive bid. The Department of Public Works (DPW) administers the County's fuel card program and requests a one-year renewal of BP019329 with U.S. Bank National Association ND. Purchasing Policy Manual Section 1.3(e)(3) permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County.

There are significant advantages to using the U.S. Bank National Association ND cards. First, drivers may purchase fuel at most service stations nationwide. The vendor consolidates all of these charges into one monthly statement to DPW and County departments reimburse DPW for card usage. Second, the U.S. Bank National Association ND fuel card system interfaces with the County's "Fleet Anywhere" fleet and fuel management system. This enables the County departments to use the fuel cards at the County's participating Card Lock fuel facilities, thus reducing the number of Card Lock fuel cards required. Finally, the County is exempt from Federal Excise Tax and the U.S. Bank National Association ND fuel card system removes this tax from each monthly invoice before billing the County. This saves the County \$0.184 per gallon for gasoline fuel and \$0.244 per gallon for diesel fuel.

FISCAL IMPACT

The BPO resulting from this recommendation will total \$550,000.00 and will be effective from May 1, 2012 through April 30, 2013 to coincide with the states contract. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Cynthia Taylor, Public Works Senior Administrative Services Officer
Chuck Gordon, Public Works Manager-Fleet Operations

53

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: June 19, 2012

SUBJECT: **Fiscal Impact Statement**
RQ054498, BPO WITH U.S. Bank National Association for Cardlock Fuel

Sufficient funding has been budgeted in the amount of \$550,000 in the current FY 2011-12 and proposed FY 2012-13 Fleet Services budget to fund this BPO.