

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: December 11, 2012
SUBJECT: Electric Motor Maintenance and Repair Services – All Electric Motors, Inc.

ACTION REQUESTED

1. Approve the annual renewal of a Blanket Purchase Order with All Electric Motors, Inc. of Auburn for electric motor maintenance and repair services in the maximum amount of \$80,000 budgeted in the Sewer Maintenance Districts #1, #2, and #3 and Sewer County Services Areas for FY 2012-13, for the period of December 12, 2012 to December 31, 2013, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

Facility Services submitted a request to renew a Blanket Purchase Order (BPO) with All Electric Motors for electric motor maintenance and repair services. The Utilities Division requires a vendor with a full-service machine shop that is capable of repairing electric motors for the variety of pump manufacturers used by the Division. The vendor must be located within Placer County near the Special Districts that Utilities maintains, and, in addition to typical electric motor repair services, the vendor must be able to fabricate obsolete and hard-to-find parts, offer 24-hour emergency services, and provide pickup and delivery service in a short turnaround time. All Electric Motors agreed to renew the BPO at the exact same discount and rates.

FISCAL IMPACT

Upon your Board's approval, a BPO will be awarded to All Electric Motors in the maximum amount of \$80,000 for Facility Services. The resulting BPO will be effective December 12, 2012 to December 31, 2013. Facility Services' Fiscal Impact Statement is attached.

Attachments: Facility Services' Fiscal Impact Statement

cc: Valerie Bayne, Administrative Services Manager

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Valerie Bayne, Administrative Services Manager
DATE: December 11, 2012
SUBJECT: **Fiscal Impact Statement**
BPO for Electric Motor Parts and Repairs

The Department of Facility Services requires an annual blanket purchase order for the purchase of new electric motors, parts, and repair of various electric motors. The Utilities division utilizes this BPO on an as-needed basis for County-operated wastewater treatment and lift stations.

The Department has budgeted appropriately for these supplies in the Sewer Maintenance Districts #1, #2, and #3 and Sewer CSA's for FY12/13.