

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager *DS*

DATE: December 19, 2006

SUBJECT: Approve Change Order No. 3 to Blanket Purchase Order No. 13363 with Hertz Equipment Rental for Local Equipment Rentals in the Amount of \$20,000.00.

ACTION REQUESTED

Approve Change Order No. 3 to Blanket Purchase Order (BPO) No. 13363 with Hertz Equipment Rental for local equipment rentals in the amount of \$20,000.00, and authorize the Purchasing Manager to sign the revised BPO.

BACKGROUND

On January 4, 2005, as a result of your Board's approval to award Bid No. 9390, the Purchasing Manager issued BPO No. 12472 for DPW Road Maintenance. On January 11, 2006, in accordance with the Bid's terms and conditions, the Purchasing Manager approved the first renewal to Hertz, resulting in BPO 13363 in the amount of \$25,000.00.

On July 20, 2006, Procurement issued Change Order No. 1 to BPO No. 13363, in the amount of \$13,000.00, for a revised total of \$38,000.00. Change Order No. 2 was authorized by the Purchasing Manager on December 4, 2006 in the amount of \$11,900.00 to pay outstanding invoices due to the Foresthill Road project. The Foresthill Road project is now completed. However, the unanticipated increase in the rental of water trucks and message boards has resulted in a final request from the DPW Road Maintenance for another increase in the amount of \$20,000.00 which will pay for all outstanding invoices and anticipated rental equipment through December 31, 2006.

FISCAL IMPACT

The fiscal impact of this change order request is \$20,000.00. The new not to exceed dollar amount of this blanket purchase order will be \$69,900.00. DPW Road Maintenance has sufficiently budgeted for these increased expenditures.

cc: Cynthia Taylor, DPW Administration
Kevin Taber, DPW Road Maintenance

