

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

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: August 22, 2006

SUBJECT: Approve Change Order No. 2 to BPO No. 12926 with Voyager Fleet Service in the Amount of \$115,000.00 for Credit Card Fuel Purchases and Extend the Expiration Date through October 31, 2006

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**ACTION REQUESTED**

Approve Change Order No. 2 to BPO No. 12926 with Voyager Fleet Service in the amount of \$115,000.00 for credit card fuel purchases, extend the expiration date through October 31, 2006, and authorize the Purchasing Manager to sign the resulting revised BPO.

**BACKGROUND**

Public Works requires fuel credit cards for those occasions when a County vehicle is out of range of a County service station or when personnel are traveling on County business. For the past few years, Public Works has used fuel credit cards provided by Voyager Fleet Systems.

On June 28, 2005, your Board approved a BPO with Voyager on behalf of Public Works in the amount of \$300,000.00. Subsequently, on May 9, 2006 your Board approved Change Order No. 1 increasing the BPO to \$368,000.00. The State of California master agreement with Voyager (upon which the Placer County BPO is based) expired on June 30, 2006. The State is in the process of completing a revised agreement with Voyager and anticipates that it will be completed by October 31, 2006. The State has extended the Voyager agreement through October 31, 2006.

**FISCAL IMPACT**

It is anticipated that an additional \$115,000.00 is required to cover purchases through October 31, 2006. The revised amount of this BPO will be \$483,000.00. There is sufficient funding in Public Work's budget for these expenditures. Public Works charges back to their customer departments for actual card usage.

Cc: Cynthia Taylor, DPW Administration  
Jim Geach, DPW Fleet Services

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