MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager

DATE: March 20, 2007

SUBJECT: Approve the Renewal of Negotiated Blanket Purchase Order No. 13513 with Riebes Auto Parts in Accordance with Section 7.2 of the Purchasing Policy Manual for Aftermarket Auto Parts in the Maximum Amount of $95,000.00.

ACTION REQUESTED

Approve the renewal of Negotiated Blanket Purchase Order (BPO) No. 13513 with Riebes Auto Parts of Newcastle for aftermarket auto parts in the maximum amount of $95,000.00 and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Department of Public Works (DPW), Fleet Services requires aftermarket parts to repair County vehicles and heavy equipment. Availability, close geographic proximity, and the ability to deliver in a timely manner are essential elements of these agreements. In the case of Riebes Auto Parts, ongoing pricing "spot checks" by Public Works continues to indicate that the discount levels offered by Riebes are consistently much better than other auto parts stores in the area. There is the additional benefit of "just in time" inventory assistance that Riebes provides that none of the other firms are willing to provide. Section 7.2 of the Purchasing Policy Manual (PPM) allows for negotiated contracts for operational services/supplies based on geographical location(s) to the County's site of operations. Additionally, Section 1.3 (o) of the PPM allows for the renewal of contracts if it is deemed to be in the best interest of the County, based on satisfactory service and if it makes good business sense.

FISCAL IMPACT

Most of the BPOs for this type of commodity are under the $50,000.00 limit and fall within Procurement's contracting authority. However, the renewal BPO with Riebes in the amount of $95,000.00, used by Public Works, requires your Board's approval. This BPO will be effective from April 1, 2007 through March 31, 2008. There is sufficient funding in DPW's FY 2006-07 budget for these expenditures.

cc: Dena Beyer, DPW Admin
Chuck Gordon, DPW Fleet Services