

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

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager *DS*

DATE: March 20, 2007

SUBJECT: Approve the Renewal of Negotiated Blanket Purchase Order No. 13515 with Maita Ford in Accordance with Section 7.2 of the Purchasing Policy Manual for Original Equipment Manufacture Ford Parts and Dealer Service in the Maximum Amount of \$60,000.00.

ACTION REQUESTED

Approve the renewal of Negotiated Blanket Purchase Order (BPO) No. 13515 with Maita Ford of Auburn for Original Equipment Manufacture (OEM) Ford parts and dealer service in the maximum amount of \$60,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Department of Public Works (DPW), Fleet Services requires OEM 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. Additionally, OEM parts may only be available from one source in an area. Section 7.2 of the Purchasing Policy Manual allows for negotiated contracts for operational services/supplies based on geographic location(s) to the County's site of operations. Additionally, Purchasing Policy Manual, Paragraph 1.3 (h), permits an exception to the competitive bidding process for automotive and heavy equipment repairs.

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 Maita Ford in the amount of \$60,000.00, 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

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