

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 Blanket Purchase Order No. 13561 with Hunt & Sons, Inc. as a Result of Competitive Bid No. 9540 for Oil and Lube Products in the Maximum Amount of \$75,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 13561 with Hunt & Sons, Inc. for oil and lube products in the maximum amount of \$75,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On March 21, 2006, your Board approved the Award of competitive Bid No. 9540 for oil and lube products to Hunt and Sons, Inc. in the maximum amount of \$52,000.00. The Department of Public Works (DPW) uses these products to maintain the County's fleet of cars, trucks, buses, and heavy equipment.

Hunt & Sons, Inc. has agreed to renew for another year at the exact same pricing and terms as the original BPO. In accordance with the Purchasing Policy Manual, Paragraph 1.3 (o), County policy 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

DPW has projected their expenditures for the BPO renewal period of April 1, 2007 through March 31, 2008 to be \$75,0000, which requires your Board's approval. There is sufficient funding in DPW's FY 2006-07 budget for these expenditures.

cc: Chuck Gordon, Fleet Services Manager
Dena Beyer, Administrative Services Officer

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