

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Acting Purchasing Manager *JB*

DATE: September 18, 2007

SUBJECT: Approve Change Order No. 2 to Blanket Purchase Order No. 14570, Awarded from a Competitively Awarded State of California Contract with Ennis Paint Inc. for Waterborne Traffic Line Paint in the Amount of \$30,000.00

ACTION REQUESTED

Approve Change Order No. 2 to Blanket Purchase Order (BPO) No. 14570, awarded from a competitively awarded State of California contract with Ennis Paint Inc. for waterborne traffic line paint on behalf of the Public Works, Road Maintenance Division, and authorize the Acting Purchasing Manager to sign the resulting change order in the amount of \$30,000.00

BACKGROUND

On April 3, 2007, your Board approved the award of a BPO with Ennis Paint Inc., in accordance with a State of California contract, for the purchase of waterborne traffic line paint for the Road Maintenance Division. BPO14570 was issued for the period of April 3, 2007 through March 31, 2008 in the maximum amount of \$100,000.00. A subsequent change order within the Purchasing Manager's authority increased the BPO amount by \$10,000.00 to avoid disruption of on-going paint projects.

An unanticipated paint project and a requirement by the Transportation Division to stripe more roads with double yellow lines instead of broken yellow lines has caused a significant increase in BPO usage. The Road Maintenance Division estimates that the BPO needs to be increased by an additional \$30,000.00 to complete remaining projects. Upon your Board's approval, the BPO's maximum amount will be increased to \$140,000.00.

Purchasing Policy Manual, Section 2.1(g) requires your Board's approval for BPO increases exceeding ten percent.

FISCAL IMPACT

Public Works has budgeted sufficiently for these road maintenance expenditures in their Fiscal Year 2007/08 budget.

cc: Kevin Taber, Manager – Road Maintenance, Public Works
Cynthia Taylor, Senior ASO, Public Works

