

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

TO: Honorable Board of Supervisors  
FROM: Jim Boggan, Purchasing Manager *JB*  
DATE: January 8, 2008  
SUBJECT: Approve the Award of Competitive Bid No. 9760 to Butterfield Carpet Care for Carpet Cleaning Services in the Maximum Amount of \$60,000.00

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 9760 to Butterfield Carpet Care of Rocklin, CA for Carpet Cleaning Services and authorize the Purchasing Manager to sign the resulting blanket purchase order in the maximum amount of \$60,000.00.

**BACKGROUND**

Facility Services, Building Maintenance requires a vendor to provide carpet cleaning services on an as needed basis for County facilities from South Placer to North Tahoe.

On behalf of Facility Services, Building Maintenance, Procurement Services solicited bids for carpet cleaning services from thirteen vendors and posted the Invitation for Bids on the County website. Five vendors responded with priced bids. The incumbent, Butterfield Carpet Care of Rocklin, CA was the lowest bidder. Local vendor preference was considered in this solicitation but was not a determining factor.

The blanket purchase order resulting from this award will be effective January 1, 2008 through December 31, 2008.

**FISCAL IMPACT**

Based on current usage and anticipated increases for new County facilities, Facility Services has requested a BPO in the amount of \$60,000.00. The department's fiscal impact statement is attached.

cc: Valarie Bayne, Facility Services

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: James Durfee, Director  
DATE: December 19, 2007  
SUBJECT: **Fiscal Impact Statement**  
BPO for Carpet Care on RQ016034 for \$60,000.00

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The Department of Facility Services has budgeted appropriately for this expense in the Building Maintenance budget. Therefore there is sufficient funding available for this BPO.