

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: September 23, 2008

SUBJECT: Approve the Renewal of Blanket Purchase Order No. 15182, Awarded from a State of California Competitive Contract with Voyager Fleet Systems, Inc. for Credit Card Fuel Purchases in the Maximum Amount of \$650,000.00

ACTION REQUESTED

Approve the renewal Blanket Purchase Order (BPO) No. 15182, awarded from a State of California competitive contract with Voyager Fleet Systems, Inc. of Houston, Texas for credit card fuel purchases in the maximum amount of \$650,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

Voyager fuel credit cards, administered by the Department of Public Works (DPW), are used for fueling County owned and leased vehicles when staff is unable to utilize a County Card Lock fuel facility. Card Lock facilities are currently located within the Auburn, Rocklin/Loomis, and Roseville/Lincoln areas. Voyager was awarded a contract by the State of California through October 31, 2009, as a result of a competitive bidding process. DPW administers the County's fuel card program with Voyager and requests a one-year renewal of BP015182 with Voyager. The increase in the BPO amount requested for FY 2008-09 is a direct result of higher fuel cost. In accordance with the Purchasing Policy Manual Section 1.3(e)(3), County policy permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County.

There are significant advantages to using the Voyager system. First, drivers may purchase fuel at most major nationwide service stations. Voyager consolidates all of these charges into one monthly statement to DPW. County departments reimburse DPW for card usage. Second, the Voyager system interfaces with the County's "Fleet Anywhere" fleet and fuel management system. This enables the Departments to use the Voyager cards at the County's Card Lock fuel facilities, thus reducing the number of Card Lock fuel cards required. Finally, the County is exempt from federal excise tax and the Voyager system removes this tax from the final invoice before billing the County. This saves the County \$0.184 per gallon for gasoline fuel and \$0.244 per gallon for diesel fuel.

FISCAL IMPACT

The BPO resulting from this recommendation will total \$650,000.00 and will be effective from December 1, 2008 through October 31, 2009. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Chuck Gordon, DPW Fleet Services
Cynthia Taylor, DPW Administration

