

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: September 28, 2010

SUBJECT: Approve Change Order No. 1 to Competitively Awarded Blanket Purchase Order No. 17125 with VPSI, Inc. for Leasing Vanpool Vehicles for the County's Vanpool Program, Increasing the Maximum Amount by \$156,200.00

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**ACTION REQUESTED**

Approve Change Order No. 1 to competitively awarded Blanket Purchase Order (BPO) No. 17125 with VPSI, Inc. of Troy, MI for leasing vanpool vehicles for the County's vanpool program, extending the expiration date through October 31, 2011, and increasing the maximum amount by \$156,200.00 for a revised maximum amount of \$312,400.00, and authorize the Purchasing Manager to sign the resulting change order.

**BACKGROUND**

The Department of Public Works (DPW), Transit Services Division, requires a vendor to provide full size passenger vans for the department's vanpool program administered by Placer County Transit for Placer County commuters. On September 8, 2009, your Board approved the first renewal of Bid No. 9830 with VPSI Inc. for leasing vanpool vehicles for the County's vanpool program and authorized the Purchasing Manager to sign the resulting BP017125 in the maximum amount of \$156,200.00 for the period of November 1, 2009, through October 31, 2010.

To be consistent with the bid's terms and conditions, staff recommends that BP017125 be extended through October 31, 2011 and increased by \$156,200.00 to cover the department's anticipated requirements. The increase requires your Board's approval.

**FISCAL IMPACT**

Upon your Board's approval, the maximum amount of BP017125 will be increased by \$156,200.00 to \$312,400.00 and the expiration date will be extended through October 31, 2011. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Will Garner, DPW Transit Services Manager  
Cynthia Taylor, DPW Administration

# MEMORANDUM

DEPARTMENT OF PUBLIC WORKS  
County of Placer

TO: BOARD OF SUPERVISORS

DATE: September 28, 2010

FROM: KEN GREHM

SUBJECT: VPSI CONTRACT

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The Department of Public Works has budgeted appropriately for the blanket purchase order for VPSI for vanpool leases and funding is available in the FY 2010-11 department budget.