

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: March 8, 2011

SUBJECT: Approve the Renewal of a Negotiated Blanket Purchase Order with Riebes Auto Parts for the Purchase of Aftermarket Auto Parts for Fleet Services in the Maximum Amount of \$125,000.00

ACTION REQUESTED

Approve the renewal of a negotiated Blanket Purchase Order (BPO) with Riebes Auto Parts of Newcastle for the as-needed purchase of aftermarket auto parts for Fleet Services in the maximum amount of \$125,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Department of Public Works Fleet Services Division (DPW) requires an annual BPO agreement for the purchase of aftermarket auto parts on an as-needed basis to repair County-owned vehicles and heavy equipment. Reasonable pricing, close geographic proximity, and the ability to deliver in a timely manner are essential elements of these agreements. DPW continually "spot checks" Riebes Auto Parts pricing against the pricing offered by other auto parts stores in the area and has verified that the discount levels offered by Riebes are consistently better.

DPW utilizes two stores within the Auburn area for their auto parts requirements. Both stores are located within a reasonable distance of the County's site of operations. Approximately 95% of the County's orders are delivered to the DPW garage within 15 to 60 minutes from the time of order placement and at no additional charge to the County.

Riebes Auto Parts has agreed to renew for another year at the same discounts, terms and conditions as the previous BPO. Section 7.2 of the Purchasing Policy Manual (PPM) allows the County to negotiate BPO agreements for operational services and supplies based on geographic proximity to the County's site of operations. PPM Section 1.3(o) also allows the County to renew a contract based on satisfactory service, to avoid the interruption of County business, and if it makes good business sense.

FISCAL IMPACT

Upon your Board's approval, a BPO will be awarded to Riebes Auto Parts in the maximum amount of \$125,000.00 for the period of April 1, 2011 through March 31, 2012. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

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

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: March 8, 2011

SUBJECT: **Fiscal Impact Statement**
Purchase of Fleet Vehicle Parts: RQ052501, BPO, Riebes Auto Parts

Sufficient funding has been budgeted in the amount of \$125,000 in the FY 2010-11 Fleet Services budget.