

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

TO: Honorable Board of Supervisors  
FROM: Jim Boggan, Purchasing Manager *JB*  
DATE: March 22, 2011  
SUBJECT: Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Hunt & Sons Inc. for Oil and Lube Products for Fleet Services in the Maximum Amount of \$90,000.00

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**ACTION REQUESTED**

Approve the renewal of a competitively awarded blanket purchase order (BPO) with Hunt & Sons Inc. of Sacramento, CA for oil and lube products for Fleet Services in the maximum amount of \$90,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

The Department of Public Works Fleet Services Division (DPW) requires a vendor to supply bulk oil and lube products on an as-needed basis to support maintenance of the County's fleet of vehicles and heavy equipment. On February 17, 2009 your Board approved the award of competitive Bid No. 9878 to Hunt and Sons and on February 9, 2010, your Board approved the first renewal of Bid No. 9878 for the period of April 1, 2010 through March 31, 2011.

DPW has requested to renew this BPO again. Hunt & Sons Inc. has agreed to renew for another one-year term at the same pricing and terms as the current BPO. Section 1.3(o) of the Purchasing Policy Manual allows the County to renew this BPO based on satisfactory service and reasonable pricing offered by the vendor.

**FISCAL IMPACT**

Upon your Board's approval, a blanket purchase order will be awarded to Hunt & Sons Inc. in the maximum amount of \$90,000.00 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 22, 2011

SUBJECT: **Fiscal Impact Statement**  
Purchase of Vehicle Lubricants: RQ052570, Renew BP017529 with Hunt and Sons

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Sufficient funding has been budgeted in the amount of \$90,000 in Fleet Services FY2010/11 budget.