

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: May 7, 2013  
SUBJECT: Generator Maintenance Services – California Diesel & Power

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**ACTION REQUESTED**

1. Approve an increase to the Blanket Purchase Order with California Diesel & Power for generator maintenance services in the amount of \$20,000 resulting in a new maximum contract amount of \$196,660 for the BPO that expires May 31, 2013, funded in the current Sewer Maintenance Districts, Sewer County Service Areas, and Building Maintenance budget for FY2012-2013 with no net County cost, and authorize the Purchasing Manager to sign the amended BPO.

**BACKGROUND**

On January 24, 2012 your Board approved a blanket purchase order (BPO) renewal with California Diesel & Power for scheduled inspection and preventative maintenance services and as-needed repairs for generators located at various County facilities. The BPO expiration date was extended to May 31, 2013 to ensure continuous maintenance coverage for the County's generators while bids were being solicited to establish a new BPO. A new BPO is anticipated to be awarded on June 4, 2013.

Facility Services has requested to increase the BPO in the amount of \$20,000 for the extended period. The increase is due to annual maintenance that occurred in April, monthly maintenance scheduled for May, a generator at the Tahoe Health Nursing Facility that was recently added to the BPO, and three generators at the South Placer Adult Correctional Facility that recently came on-line. Purchasing Policy Manual Section 2.1(g) requires your Board's approval for change orders that amend the contract in an amount exceeding 10%.

**FISCAL IMPACT**

Upon your Board's approval the BPO will be amended in the maximum amount of \$196,660. The department's Fiscal Impact Statement is attached.

cc: Valerie Bayne, Administrative Services Manager  
Dan Olsen, Supervising Building Crafts Mechanic

*Attachment: Facility Services' Fiscal Impact Statement*

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Valerie Bayne, Administrative Services Manager  
DATE: May 7, 2013  
SUBJECT: **Fiscal Impact Statement**  
Extend the BPO for Generator Inspection, Maintenance, and Repair Service

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The Utilities and Building Maintenance divisions of the Department of Facility Services, require a vendor to perform semi-annual maintenance and repair services on generators at various County locations.

The Department has budgeted appropriately for this expense in the SMD's, Sewer CSA's, and Building Maintenance budget for FY12/13.

AZB