

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager *BW*

DATE: June 18, 2013

SUBJECT: Credit Card Fuel Purchases - U.S. Bank National Association ND

ACTION REQUESTED

1. Approve the renewal of a Blanket Purchase Order (BPO) awarded from a State of California competitive contract with U.S. Bank National Association ND of Minneapolis (MN), for credit card fuel purchases in the maximum amount of \$550,000, funded by revenue collected from Fleet rate customers and Fleet direct charge customers with no net County cost, for the period of May 1, 2013 through April 30, 2014;
2. Approve the option to renew the resulting agreement on a year-to-year basis through October 31, 2016, to coincide with the expiration date of the State of California contract, provided that each renewal amount does not exceed 10 percent of the recommended contract amount of \$550,000; and
3. Authorize the Purchasing Manager to sign the resulting blanket purchase orders.

BACKGROUND

U.S. Bank National Association ND (formerly known as Voyager Fleet Systems) fuel credit cards are used for fueling County owned and lease vehicles when staff is unable to utilize one of the County Card Lock fuel facilities located within the Auburn, Rocklin/Loomis, and Roseville/Lincoln areas. The State of California has extended their contract with U.S. Bank National Association ND through October 31, 2016, which was awarded as the result of a competitive bid. The Department of Public Works (DPW) administers the County's fuel card program and requests a one-year renewal of BP020013 with U.S. Bank National Association ND with the option for additional renewals up to the end of the current State of California contract extension. Purchasing Policy Manual Section 1.3(e)(3) 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 U.S. Bank National Association ND cards. First, drivers may purchase fuel at most service stations nationwide. The vendor consolidates all of these charges into one monthly statement to DPW and County departments reimburse DPW for card usage. Second, the U.S. Bank National Association ND fuel card system interfaces with the County's "Fleet Anywhere" fleet and fuel management system. This enables the County departments to use the fuel cards at the County's participating 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 U.S. Bank National Association ND fuel card system removes this tax from each monthly 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

Upon your Board's approval a BPO will be awarded to U.S. Bank National Association ND in maximum amount \$550,000.00 and will be effective for the period of May 1, 2013 through April 30, 2014. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Cynthia Taylor, Public Works Senior Administrative Services Officer
Chuck Gordon, Public Works Manager-Fleet Operations

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: June 18, 2013

SUBJECT: **Fiscal Impact Statement**
RQ056306 (Renew BPO) with Voyager for Fleet Fuel

1. Approve the annual BPO renewal with Voyager for Fleet Fuel Card Services in the aggregate amount of \$550,000, funded by revenue collected from Fleet rate customers and Fleet direct charge customers with no net county cost, for the period of FY 2012-13 and FY2013-14, and authorize the Purchasing Manager.

