

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: June 3, 2014  
SUBJECT: Bulk Gas, Diesel Fuel and Related Supplies – Hunt & Sons Inc.

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**ACTION REQUESTED**

1. Approve the renewal of a competitively awarded blanket purchase order with Hunt & Sons Inc. of Sacramento, CA for the as-needed purchase of bulk gasoline, diesel fuel, and related products on behalf of the Placer County Fire Department, the Department of Public Works Fleet Services Division, and the Department of Facility Services in the maximum amount of \$2,196,000, funded by each department's annual budget with no new net County cost, for the period of July 1, 2014 through June 30, 2015 and authorize the Purchasing Manager to sign the resulting blanket purchase order.

**BACKGROUND**

The Placer County Fire Department, the Department of Public Works Fleet Services Division, and the Department of Facility Services require an annual blanket purchase order (BPO) for the purchase of bulk gasoline, diesel fuel, and related products on an as-needed basis to support each department's fleet of vehicles, emergency vehicles, and related equipment. On July 9, 2013 your Board approved the award of competitive Bid No. 10271 with Hunt & Sons Inc. for bulk fuel and related products needed throughout Placer County. The resulting BPO expires on June 30, 2014.

The departments submitted requests to renew the BPO with Hunt & Sons Inc. for another one-year term. Hunt & Sons Inc. agreed to renew at the same pricing and terms. Procurement reviewed the current market conditions for this commodity and recommends accepting the vendor's proposed renewal pricing. Section 15 of the General Terms and Conditions of Bid No. 10271 allows for the renewal of the existing agreement on a year-to-year basis upon the successful negotiation of the renewal pricing and terms. Placer County Purchasing Policy Manual Section 1.3(o) also allows for the renewal of a contract based on the vendors' satisfactory contract performance.

**FISCAL IMPACT**

Upon your Board's approval, a BPO will be awarded to Hunt & Sons Inc. in the maximum amount of \$2,196,000 and will be effective for the period of July 1, 2014 through June 30, 2015. Each department's purchases are funded by their annual budget with no net County cost.

cc: Rui Cunha, Assistant Director - Emergency Services  
Kim Davis, Senior Administrative Services Officer - County Executive Office  
Shelley Beninga, Accountant Auditor I - County Executive Office  
Valerie Bayne, Administrative Services Manager - Facility Services  
Cynthia Taylor, Senior Administrative Services Officer - Public Works  
Chuck Gordon, Manager-Fleet Operations - Public Works

