

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: June 17, 2014
SUBJECT: Asphalt Crack Sealant Products – Crafcro Inc.

ACTION REQUESTED

1. Approve the award of a negotiated blanket purchase order with Crafcro Inc. of Chandler, AZ for the as-needed purchase of asphalt crack sealant products used for road maintenance projects on behalf of the Department of Public Works Road Maintenance Division in the maximum amount of \$75,000, funded by the department's annual budget with no 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 Department of Public Works Road Maintenance Division (DPW) requires an annual blanket purchase order (BPO) for the purchase of various types of Crafcro brand asphalt crack sealant products on an as-needed basis for the department's various road maintenance projects throughout the County. On July 9, 2013, your Board approved the award of a negotiated BPO with Crafcro Inc. of Chandler, AZ who is the sole authorized distributor of Crafcro brand products for the Northern California region. The resulting BPO expires on June 30, 2014.

DPW submitted a request to renew the BPO for another one-year term. Procurement Services successfully negotiated a one-year blanket agreement with Crafcro Inc. with no change to the pricing and terms. Procurement Services determined that the BPO pricing is reasonable based on current market conditions affecting the cost of these products. Purchasing Policy Manual (PPM) Section 1.3(n) allows for an exception to competitive bidding when it is reasonably necessary to conduct County business.

Your Board's approval is required to proceed with the award of a BPO in the maximum amount of \$75,000 and to authorize the Purchasing Manager to sign the resulting BPO.

FISCAL IMPACT

Upon your Board's approval, a BPO will be awarded to Crafcro Inc. in the maximum amount of \$75,000 and will be effective for the period of July 1, 2014 through June 30, 2015. The department's purchases are funded by their annual budget with no net County cost.

cc: Cynthia Taylor, Senior Administrative Services Officer - Public Works
Kevin Taber, Manager-Road Maintenance - Public Works

