

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: February 3, 2015  
SUBJECT: Electric Motor Maintenance and Repair – All Electric Motors, Inc.

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**ACTION REQUESTED**

1. Approve the annual renewal of a negotiated blanket purchase order with All Electric Motors, Inc. of Auburn for electric motor maintenance and repair services in the maximum amount of \$120,000 for the period of February 3, 2015 to December 31, 2015, funded in Facility Services' Sewer Maintenance Districts and Sewer County Services Areas FY 2014-15 budgets, and to be included in the FY 2015-16 requested budgets, resulting in no net County cost; and
2. Authorize the Purchasing Manager to sign the resulting blanket purchase order.

**BACKGROUND**

Facility Services' Utilities Division requires a vendor with a full-service machine shop that is capable of repairing electric motors for the variety of pump manufacturers used by the Division at County-operated wastewater treatment facilities and lift stations. The vendor must be located within Placer County near the Special Districts that Utilities maintains and must be able to fabricate obsolete and hard-to-find parts, furnish electric motors and parts, offer 24-hour emergency services, and provide pickup and delivery service in a short turnaround time.

On December 10, 2013, your Board approved the award of Blanket Purchase Order (BPO) 21019 to All Electric Motors of Auburn, CA to provide electric motor maintenance and repair services. The BPO expired February 2, 2015. All Electric Motors has agreed to a one-year renewal at the exact same discount, rates, and terms. The BPO's General Terms and Conditions allow for the renewal of this BPO based on satisfactory service and favorable pricing.

Your Board's approval is required to proceed with a new one-year BPO in the maximum amount of \$120,000, and to authorize the Purchasing Manager to sign the resulting BPO.

**FISCAL IMPACT**

Upon your Board's approval, a new BPO will be awarded to All Electric Motors in the maximum amount of \$120,000 for the effective period of February 3, 2015 through December 31, 2015. The Department has budgeted for these services in the Sewer Maintenance Districts and Sewer County Services Areas budget for FY 2014-15 with no net county cost and will be included in the FY 2015-16 requested budget. Funds are not encumbered until services are rendered against the BPO.

cc: Val Bayne, Administrative Services Manager – Facility Services

