

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: June 2, 2015  
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 multi-department Blanket Purchase Order with Hunt & Sons Inc. of Sacramento, CA for the as-needed purchase of bulk gasoline, diesel fuel, and related products in the maximum amount of \$2,200,000, on behalf of the Department of Public Works Fleet Services Division, the Department of Facility Services, and Placer County Fire, for the period of July 1, 2015 through June 30, 2016. Funding is provided by each department's FY 2015-16 requested budget, with no net County cost; and
2. Authorize the Purchasing Manager to sign the resulting blanket purchase order.

**BACKGROUND**

The Placer County Fire, the Department of Facility Services, and the Department of Public Works Fleet Services Division 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 the County's emergency power generators as well as the County's various vehicles and heavy equipment. On June 3, 2014 your Board approved the first renewal of competitive Bid No. 10271 to Hunt & Sons Inc., which resulted in the issuance of BP021375 for the period of July 1, 2014 through June 30, 2015.

All three departments requested that the multi-department BPO be renewed for another one-year term. Hunt & Sons Inc. agreed to renew at the same pricing and terms. Procurement verified that the vendor's proposed renewal pricing and terms are consistent with current market conditions for this commodity. 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.

Your Board's approval is required to proceed with the award of a new one-year BPO in the maximum amount of \$2,200,000 and to authorize the Purchasing Manager to sign the resulting BPO.

**FISCAL IMPACT**

Upon your Board's approval a BPO will be awarded to Hunt & Sons Inc. in the maximum amount of \$2,200,000 for the period of July 1, 2015 through June 30, 2016. The resulting BPO will be funded by each department's FY 2015-16 requested budget with no net County cost.

cc: John McEldowney, Emergency Services Program Manager – Office of Emergency Services  
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, Fleet Operations Manager – Public Works

