

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: November 17, 2015
SUBJECT: Blanket Purchase Order Change Order – Transportation Services Inc.

ACTION REQUESTED

Approve Blanket Purchase Order change order with Transportation Services Inc. of Sacramento, CA for heavy equipment and bus body repairs and painting services, in the amount of \$85,000 increasing the total to \$110,000. Funding is provided by the Department of Public Works and Facilities in the FY 2015-16 Final Budget.

BACKGROUND

On February 7, 2015 the Purchasing Manager approved the award of competitive Invitation for Bids (IFB) No. 10410 to Maaco Collision Repair & Auto Painting and Transportation Services Inc. Both firms were determined to be the lowest priced responsive bidders capable of performing heavy equipment and bus body repairs and painting services on an as-needed basis throughout Placer County. Blanket Purchase Order (BPO) No. BP021816 was awarded to Transportation Services in the amount of \$25,000 to provide heavy equipment and bus body repairs and painting services for the Eastern Placer County region.

In January 2015 your Board approved the new TART brand which included a new logo, colors, and bus painting. The existing TART buses will require repainting and exterior graphics to fully integrate the new brand for transit services. Transportation Services is the primary vendor for performing body repairs and painting services for the County's TART buses and will be tasked with updating the exterior of the buses so that they are aligned with the new TART brand. Only buses that have at least three years of remaining service life and are not scheduled for replacement by new buses will be sent to Transportation Services to be repainted. The department estimates that an additional \$85,000 is required to pay for this additional work performed through the BPO contract period of December 31, 2015.

The increase amount of \$85,000 exceeds the Purchasing Manager's authority and Purchasing Policy Manual Section 2.1(g) requires your Board's approval for a contract change in an amount greater than ten percent of the original award amount. Therefore, your Board's approval is required to increase BP021816 by \$85,000 to a new not-to-exceed amount of \$110,000.

FISCAL IMPACT

Funding for these services is included in the Department of Public Works and Facilities FY 2015-16 Final Budget.

cc: Cynthia Taylor, Senior Administrative Services Officer – Public Works and Facilities
Will Garner, Transit/TART Services Manager – Public Works and Facilities

