



**MEMORANDUM  
ADMINISTRATIVE SERVICES  
PROCUREMENT SERVICES  
County of Placer**

**TO:** Board of Supervisors **DATE:** June 7, 2016  
**FROM:** Brett Wood, Purchasing Manager  
**SUBJECT:** Asphalt Crack Sealant Products – Crafcoc Inc. dba Paving Maintenance Supply

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**ACTION REQUESTED**

Approve the renewal of a negotiated blanket purchase order with Crafcoc Inc. dba Paving Maintenance Supply of Chandler, AZ for the as-needed purchase of asphalt crack sealant products used for road maintenance projects in the maximum amount of \$100,000 for the period of July 1, 2016 through June 30, 2017; and

Approve the option to renew the resulting blanket purchase order for two (2) additional one-year periods provided that the renewals do not exceed 10 percent in aggregate of the recommended award of \$100,000; and

Authorize the Purchasing Manager to sign all required documents.

**BACKGROUND**

The Department of Public Works and Facilities Road Maintenance Division (DPWF) requires an annual blanket purchase order (BPO) for the purchase of various types of Crafcoc brand asphalt crack sealant products on an as-needed basis. These products are critical to the completion of ongoing road maintenance projects throughout Placer County. On July 7, 2015, your Board approved the award of a negotiated BPO to Crafcoc Inc. who is the sole authorized distributor of Crafcoc brand products for the northern California region. The resulting BPO expires on June 30, 2016.

DPWF submitted a request to renew the BPO for another one-year term. The Procurement Services Division successfully negotiated a one-year BPO with Crafcoc Inc. at the same pricing and terms. Crafcoc Inc.'s proposed renewal pricing and terms were determined to be consistent with current market conditions based on commodity data obtained from the US Bureau of Labor Statistics. Purchasing Policy Manual Section 1.3(n) allows for an exception to competitive bidding when it is reasonably necessary to conduct County business.

Therefore, your Board's approval is required to award a BPO to Crafcoc Inc. in the maximum amount of \$100,000 for the period of July 1, 2016 through June 30, 2017.

**FISCAL IMPACT**

Funding is provided by the Department of Public Works and Facilities' FY 2015-16 Final Budget and FY 2016-17 Proposed Budget with no new net County cost. Funds are not encumbered until purchases are made against the resulting BPO.

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

