



MEMORANDUM
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT DIVISION
County of Placer

TO: Board of Supervisors DATE: October 23, 2018

FROM: Brett Wood, Purchasing Manager

SUBJECT: Safety Products & Supplies, Fasteners, & Miscellaneous Industrial Supplies and Tools – Fastenal Company

ACTION REQUESTED

Approve a Countywide agreement with Fastenal Company of Auburn, CA for the purchase of various safety products and supplies, fasteners and related supplies & miscellaneous industrial supplies and tools, and janitorial supplies using a competitively bid public agency agreement, in the maximum amount of \$540,000 for the period of November 1, 2018 through June 30, 2019. Funding is provided by County departments in the FY 2018-19 Final Budget and will be included in respective departments' future requested budgets.

Approve option to renew resulting agreement for four additional one-year terms with a renewal amount not to exceed \$800,000.

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

The County requires an agreement for the purchase of miscellaneous industrial supplies and tools, fasteners and safety products and related supplies, and janitorial supplies to support County operations. These supplies are used to maintain the fleet of approximately 1,100 county vehicles and maintenance repair and operational work of approximately 130 county facilities, and provides first aid and other safety supplies for the staff Countywide through both orders delivered and kiosks at specific workplace locations.

Currently, the County has four separate agreements with Fastenal for these products. Procurement and the using departments believe it will more feasible to combine all four commodities into one agreement which will streamline the billing process. All of the products purchased are all covered under the National Intergovernmental Purchasing Alliance (National IPA) contract.

The National IPA contract was competitively bid and awarded by the National IPA on behalf of the University of California. There is no fee to the County to use this contract. The National IPA contract is available as a cooperative contract through June 30, 2023.

Purchasing Policy Manual Section 3.5(a) authorizes the County to purchase goods or services obtainable from a private vendor that has a contract with another public agency as a result of a competitive bidding process. National IPA contract meets this criteria.

Therefore, your Board's approval is required to proceed with a new BPO in the maximum amount of \$540,000.

FISCAL IMPACT

Upon your Board's approval an agreement with Fastenal will be issued in the maximum amount of \$540,000. Each department budgets for these expenses within their own appropriations. Funds are not encumbered until products are delivered against the agreement.

