


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

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: December 5, 2006

SUBJECT: Approve a Blanket Purchase Order with Voyager Fleet Systems, Inc. for Fuel Credit Card Purchases in the Maximum Amount of \$420,000.00

ACTION REQUESTED

Approve a blanket purchase order with Voyager Fleet Systems, Inc. of Houston, Texas in the maximum amount of \$420,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

Public Works requires fuel credit cards for use in County owned and leased vehicles when they are out of range of a County service station. For the past few years, Public Works has administered the use of fuel credit cards provided by Voyager Fleet Systems on behalf of County departments. Voyager was awarded a contract by the State of California as the result of a competitive bidding process. This State of California contract is valid through October 31, 2009. Public Works has requested a new one-year agreement with Voyager, in accordance with the Purchasing Policy Manual, Paragraph 1.3(e)(3), which permits contracting with a vendor that was awarded a contract by another public agency as the result of a competitive process without further Placer County competitive bidding.

There are significant advantages to using the Voyager system. First, drivers may purchase fuel at any major service station - nationwide. Voyager consolidates all of these charges into one monthly statement which is distributed to the Public Works department. Second, the Voyager system interfaces with the County's "Fleet Anywhere" fleet and fuel management system. Therefore, Fleet Services is also able to use the Voyager cards in the County's fueling stations, thus reducing the number of cards required. Finally, the County is exempt from federal excise tax (ranging from \$.184 - \$.244 per gallon), and the Voyager system removes this tax from the final invoice before billing the County.

FISCAL IMPACT

Public Works has requested a blanket purchase order in the amount of \$420,000.00. Public Works charges back to their customer departments for card usage. This contract will be effective from December 1, 2006 through November 30, 2007. There is sufficient funding in Public Work's budget for these expenditures.

cc: Chuck Gordon, DPW Fleet Services
Cynthia Taylor, DPW Administration

