



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

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Safety Supplies – Fastenal Company

DATE: February 6, 2018

ACTION REQUESTED

Approve a Countywide blanket purchase order with Fastenal Company of Auburn, CA for various safety products and supplies using a competitively bid public agency agreement, in the maximum amount of \$100,000 for the period of January 1, 2018 through June 30, 2018. Funding is provided by County departments in the FY 2017-18 Final Budget and will be included in respective department's FY 2018-19 Requested Budgets.

BACKGROUND

County departments purchase various types of first aid and workplace safety supplies on an as-needed basis. These supplies can include items such as coveralls, eye/ear/head protection, sterile and non-sterile gloves, particulate masks, wet/cold weather and high-visibility clothing, road work signs and related equipment, and spill control supplies.

On October 20, 2015, your Board approved a countywide blanket purchase order (BPO) with Fastenal Company of Auburn, CA using the National Association of State Procurement Officials (NASPO) ValuePoint contract. The NASPO contract was competitively bid and awarded by the State of Nevada on behalf of NASPO. There is no fee to the County to use this contract. The NASPO contract is available as a cooperative contract through June 30, 2018.

Purchasing Policy Manual Section 1.3(e)(3) 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. The NASPO ValuePoint contract meets this criterion.

Therefore, your Board's approval is required to proceed with a new BPO in the maximum amount of \$100,000.

FISCAL IMPACT

The cost of the BPO for safety supplies is \$100,000. Each department is responsible for budgeting properly for its own expenditures from the Countywide BPO. Funds are not encumbered until goods or services are provided.

cc: Jerry Gamez, Director of Administrative Services

