

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: November 25, 2008

SUBJECT: Approve the Award of Competitive Bid No. 9830 to VPSI, Inc. for Leasing Vanpool Vehicles for the County's Vanpool Program in the Maximum Amount of \$156,200.00

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 9830 to VPSI, Inc. of Troy, MI for leasing vanpool vehicles for the County's vanpool program in the maximum amount of \$156,200.00, and authorize the Purchasing Manager to sign the resulting Blanket Purchase Order (BPO).

**BACKGROUND**

The Department of Public Works (DPW), Transit Services Division, requires a vendor to provide vehicles for a vanpool program administered by Placer County Transit for Placer County commuters.

The Procurement Services Division, on behalf of DPW, solicited bids for the lease of various passenger vans for the County's vanpool program. Two vendors were notified electronically of Invitation for Bid (IFB) No. 9830 which was also posted on the County website. The IFB requested base pricing for various passenger van models with specific mileage allowances, and excess mileage charges. The County received responsive bids from Enterprise Rideshare of San Leandro, CA and VPSI, Inc. of Troy, MI

VPSI was the lowest responsive bidder. A copy of VPSI's Three Party Volunteer Driver Agreement and Addendum have been reviewed and accepted by Procurement Services, DPW, County Counsel, and Risk Management. Based on VPSI's responsiveness to specifications coupled with lowest price, staff recommends approval to award the resulting BPO to VPSI, Inc.

**FISCAL IMPACT**

The resulting BPO with VPSI, Inc. will total \$156,200.00 for the period of November 25, 2008 through October 31, 2009. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Will Garner, DPW Transit Services Manager  
Cynthia Taylor, DPW Administration

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## FISCAL IMPACT STATEMENT

**TO:** Honorable Board of Supervisors

**FROM:** Ken Grehm, Director

**DATE:** November 4, 2008

**SUBJECT:** Award of Competitive Request for Proposals No. 9830 to VPSI, Inc. for the Lease of Vanpool Vehicles in the Maximum Amount of \$156,200

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DPW has budgeted \$156,200 for this expenditure for Fiscal Year 2008/2009 to cover the cost of the existing vanpool program. This amount with reasonable cost of service increases will be budgeted in the 2<sup>nd</sup> and 3<sup>rd</sup> year of this contract. The funding source for this program is Local Transportation Fund and passenger fares.