



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

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Snow Chains, Parts and Services – Silver State International

DATE: January 9, 2018

ACTION REQUESTED

Approve the award of competitive Bid No. 10685 to Silver State International of Sparks, NV for snow chains, parts, and related services in the maximum amount of \$93,000, funded by Highway User Tax Account revenue for FY 2017-18 and FY 2018-19, for the period of January 9, 2018 through December 31, 2018.

Approve the option to renew the resulting agreement on a year-to-year basis for three additional one-year terms in the recommended award amount of \$93,000, and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

BACKGROUND

The Department of Public Works and Facilities' Road Maintenance Division (DPWF) has an ongoing need for the as-needed purchase of snow chains, parts, and related services for use on the County's vehicles including light trucks and snow removal equipment. The department's most recent agreement for these commodities expired on December 31, 2017.

The Procurement Services Division developed Invitation for Bid No. 10685 to solicit competitive bids for the various types of snow chains, parts, and related services required by DPWF. The bid was distributed via the County's Public Purchase system to 141 potential bidders and was advertised on the County's website. A total of 31 bidders viewed the bid online. A total of two responsive bids were received, from Silver State International and Superior Equipment Repair Inc. Local vendor preference and prompt payment discounts were considered, however, they did not affect the outcome of the evaluation. The bid was evaluated for each of the two categories of products, and also evaluated on all-or-none basis. Silver State International is the lowest responsive bidder for both categories.

Therefore, your Board's approval is required to proceed with the award of an agreement to Silver State International for the period of January 9, 2018 through December 31, 2018 in the maximum aggregate amount of \$93,000.

FISCAL IMPACT

Funding is provided by Department of Public Works and Facilities - Road Maintenance in FY 2017-18 Final Budget. There is no cost to the County as the funding is 100% from State and Federal sources from revenue collected from the Highway User Tax Account. Funds are not encumbered until services are rendered against the agreement.

cc: Kevin Taber, Public Works Manager
Cynthia Taylor, Administrative and Fiscal Operations Manager

