


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

TO: Honorable Board of Supervisors 
FROM: David Seward, Purchasing Manager
DATE: May 9, 2006
SUBJECT: Recommendation to Renew an Agreement with Diamond Pacific for Building Materials in the Maximum Amount of \$80,000.00

ACTION REQUESTED

Approve the renewal of an agreement with Diamond Pacific of Auburn, CA for the purchase of building materials as needed, and authorize the Purchasing Manager to sign the resulting blanket purchase order in the maximum amount of \$80,000.00.

BACKGROUND

The Department of Facility Services requires materials for building maintenance and minor repairs. In the past, a negotiated agreement was established with Diamond Pacific for building materials. Geographic location in relation to Facility Services' operations and/or ability to deliver to the department's job sites are essential to acquiring the materials in an expedient and effective manner. Section 7.2 of the Purchasing Policy Manual permits the negotiation of agreements based on geographic location.

Facility Services has requested to renew the agreement with Diamond Pacific. Diamond Pacific has agreed to renew the agreement at the exact same discounts and terms. The resulting blanket purchase order shall be effective for the period May 9, 2006 through March 31, 2007.

FISCAL IMPACT

The blanket purchase order resulting from this recommendation will total \$80,000.00. These expenses are typically accommodated by Facility Services' normal operating budget.

Cc: Val Bayne, Facility Services

