

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: December 11, 2012
SUBJECT: Blanket Purchase Order Renewals – Herbicides, Fertilizers, and Grass Seeds

ACTION REQUESTED

1. Approve the annual renewal of five blanket purchase orders with Crop Production Services, Helena Chemical Company, John Deere Landscapes, and Wilbur-Ellis Company for Herbicides, Pesticides, and Grass Seeds in a maximum aggregate amount of \$76,000, funds are included in the FY2012-13 department budgets for these expenses resulting in no additional net county cost for the period of January 1, 2013 to December 31, 2013, and authorize the Purchasing Manager to sign the resulting blanket purchase orders.

BACKGROUND

The Department of Public Works and Facility Services purchase herbicides, fertilizers, and grass seeds on an as-needed basis to support their operations. On January 10, 2012, your Board approved the award of competitive Bid #10117 to Crop Production Services, Helena Chemical Company, John Deere Landscape and Wilbur-Ellis Company for these products.

The departments' current blanket purchase orders (BPOs) expire on December 31, 2012. The departments continue to require herbicides, fertilizers, and grass seeds and have requested that the BPOs be renewed for a one year term. The BPOs will allow the departments to have product available as needed to perform landscaping tasks.

FISCAL IMPACT

Upon your Board's approval, BPOs will be awarded to Corp Production Services, Helena Chemical Company, John Deere Landscapes, and Wilbur-Ellis Company in the total aggregate amount of \$76,000. The requested BPO amounts are as follows:

<u>Bidder</u>	<u>BPO Amount</u>	<u>Department</u>
Crop Production Services	\$18,000	Facility Services
Helena Chemical Company	\$33,000	Facility Services
John Deere Landscapes	\$11,000	Facility Services
Wilbur-Ellis Company	\$ 3,000	Facility Services
<u>Crop Production Services</u>	<u>\$11,000</u>	Public Works
Aggregate Award Amount	\$76,000	

These BPOs will be effective January 1, 2013 through December 31, 2013. Fiscal Impact Statements for Facility Services and Public Works are attached.

Attachments: A. Department of Administrative Services' Fiscal Impact Statement
B. Department of Public Works' Fiscal Impact Statement

cc: Valerie Bayne, Facility Services Manager
Kevin Taber, Public Works Manager

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FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Valerie Bayne, Administrative Services Manager
DATE: December 11, 2012
SUBJECT: **Fiscal Impact Statement**
Placer County Herbicides and Fertilizer Service

The Department of Facility Services requires an annual blanket purchase order for herbicides and fertilizers on an as-needed for all Placer County sites. The department utilizes this BPO to provide the most commonly purchased herbicides and fertilizers for the Parks Division and to acquire the necessary Material Safety Data Sheets for usage of these products.

The Department has budgeted for this cost in the Building Maintenance budget for FY12/13; therefore there will not be an additional net county cost for this request.

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: December 11, 2012

SUBJECT: **Fiscal Impact Statement**
RQ055852 to renew BPO19437 Crop Product Services

1. Approve the annual renewal of BPO19437 Crop Product Services for the purchase of herbicide, fertilizer, and grass seed for the total amount of \$11,000 funded by Highway User Tax Account with no net County cost, for the period of FY 2012-13, and authorize the Purchasing Manager to sign and transfer funds between the resulting Blanket Purchase Orders.

