

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: March 25, 2014
SUBJECT: Utility Compactors – Holt of California Inc.

ACTION REQUESTED

1. Approve a budget revision and amend the Fiscal Year 2013-14 Master Fixed Asset List to add one additional patch roller to the Department of Public Works Road Maintenance Division's Master Fixed Asset List in the amount of \$6,000 resulting in a new fixed asset amount of \$186,000; and
2. Approve the award of a purchase order, using a National Joint Powers Alliance competitively bid public agency contract, to Holt of California Inc. of Pleasant Grove, CA for four patch rollers/utility compactors in the total amount of \$185,685, funded by Highway User Tax Agency revenue with no new County cost, and authorize the Purchasing Manager to sign the resulting purchase order and related documents.

BACKGROUND

The National Joint Powers Alliance (NJPA) is a municipal government contracting agency operating under the laws of the State of Minnesota and governed by a board comprised of eight elected officials from sub-regions representing the NJPA member cities, counties, and other government agencies. The NJPA Board awards contracts, which are made available to local governments nationwide, by virtue of a public competitive process. On July 19, 2011, the NJPA Board awarded Request for Proposal No. 060311 to Caterpillar Inc. of Peoria, IL. Contract No. 060311-CAT was awarded for the period of July 19, 2011 through October 19, 2014.

The Department of Public Works Road Maintenance Division (DPW) included \$180,000 in its budget to purchase three patch rollers/utility compactors for pothole patching and related roadway surface repairs. These units will replace existing patch rollers/utility compactors that are approximately 15-20 years old and are nearing the end of their useful life. Due to the advantageous pricing available through the NJPA contract DPW submitted a request to purchase four patch rollers/utility compactors using the base pricing from the NJPA contract. This request requires your Board's approval to transfer \$6,000 within Fund 120/Appropriation 32600 to Fixed Asset (4451) to pay for this purchase and to add one additional roller/compactor to the FY 2013-14 Master Fixed Asset List. The department's budget revision is attached.

Holt of California Inc. of Pleasant Grove, CA is the sole authorized dealer of Caterpillar heavy construction equipment for the Northern California region and provided a price quote under the terms of the NJPA contract in the total amount of \$185,685. Pricing includes freight and applicable sales tax. Purchasing Policy Manual Section 1.3 (e)(3) permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County.

FISCAL IMPACT

Upon your Board's approval, a purchase order will be awarded to Holt of California Inc. in the total amount of \$185,685. This purchase is funded by Highway User Tax Agency revenue with no net County cost.

Attachment: Budget Revision

cc: Cynthia Taylor, Senior Administrative Services Officer - Public Works
Chuck Gordon, Manager-Fleet Operations - Public Works
Kevin Taber, Manager-Road Maintenance - Public Works

