



MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES
County of Placer

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Irrigation Products – Siteone Landscape Supply Holding LLC

ACTION REQUESTED

Approve Change Order No. 1 to Blanket Purchase Order No. 22977 with Siteone Landscape Supply Holding LLC for Irrigation Products in the amount of \$20,000, resulting in a new maximum amount of \$70,000

Approve the renewal of Blanket Purchase Order No. 22977 with Siteone Landscape Supply Holding LLC of Roswell, GA for Irrigation Products in the maximum amount of \$70,000, for the period January 1, 2018 to December 31, 2018, and authorize the Purchasing Manager to sign the resulting blanket purchase order.

BACKGROUND

On September 26, 2015, the Purchasing Manager awarded competitively bid 10491 for Irrigation Products and Repair Services to Siteone Landscape Supply. As a result a blanket purchase order was issued to Siteone Landscape Supply Holdings LLC. The current BPO No. 22977, in the amount of \$50,000, expires on December 31, 2017.

The BPO has seen an increase in usage for irrigation products as a result of material cost for ongoing repairs, connectivity upgrades and larger scale projects as systems are upgraded and replaced.

Procurement is also requesting to renew the BPO for the second year. Service with Siteone Landscape Supply Holdings LLC has been good and the provisions of the existing agreement still represent the County's current needs.

Section 15 of the bid's terms and conditions and Section 1.3(o) of the Purchasing Policy Manual allow renewal of this BPO based on the vendor's satisfactory performance and negotiation of favorable pricing and terms.

The requested increase of \$20,000 exceeds the Purchasing Manager's change order authority and requires your Board's approval in accordance with Purchasing Policy Manual Section 2.1(b). The resulting renewal will also be in excess of the Purchasing Manager's authority, and therefore your Board's approval is being requested at this time.

FISCAL IMPACT

Funding for this support is included in the FY 2017-18 Proposed Budget. Funds are not encumbered until services are performed against the resulting contract.

cc: Valerie Bayne, Administrative Services Manager

