

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

**TO:** Honorable Board of Supervisors  
**FROM:** Brett Wood, Purchasing Manager *BWW*  
**DATE:** January 24, 2012  
**SUBJECT:** Approve the Renewal of a Blanket Purchase Order with Anderson Carpet and Linoleum for Furnishing and Installing Floor Covering Materials in the Maximum Amount of \$125,000.00

---

**RECOMMENDATION**

Approve the renewal of a blanket purchase order (BPO) with Anderson Carpet and Linoleum of Sacramento, CA, as a result of competitive Bid No. 9932, for furnishing and installing floor covering materials in the maximum amount of \$125,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

On November 17, 2009, your Board approved a blanket purchase order award to Anderson Carpet and Linoleum for furnishing and installing floor covering materials, removal of existing floor covering, and carpet repairs as needed resulting from competitive Bid No. 9932. The resulting BPO was subsequently renewed through December 31, 2011.

The Department of Facility Services submitted a request to renew their BPO for another one-year term. Anderson Carpet and Linoleum agreed to renew at the exact same pricing and terms. A provision of the original bid solicitation and Section 1.3 (o) of the Purchasing Policy Manual allow the renewal of contracts if it is deemed to be in the best interest of the County based on satisfactory service and if it makes good business sense.

**FISCAL IMPACT**

The new BPO with Anderson Carpet and Linoleum for Facility Services will be issued in the maximum amount of \$125,000.00 for the period of January 24, 2012 through December 31, 2012. Facility Services' Fiscal Impact Statement is attached.

Attachment: Facility Services' Fiscal Impact Statement

cc: Valerie Bayne, Administrative Services Manager  
Dan Olsen, Supervising Building Crafts Mechanic

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Valerie Bayne, Administrative Services Manager  
DATE: January 24, 2012  
SUBJECT: **Fiscal Impact Statement**  
BPO to Furnish and Install Floor Coverings

---

The Department of Facility Services is responsible for maintaining buildings throughout Placer County and requires an annual contract to furnish and install floor coverings, remove existing floor covering, and repair carpets on an as-needed basis. The Department has budgeted appropriately for this expense in the Building Maintenance Budget for FY11/12.