

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: March 13, 2012
SUBJECT: Approve the Renewal of a Negotiated Blanket Purchase Order with Riebes Auto Parts for Aftermarket Auto Parts in the Maximum Amount of \$125,000.00

ACTION REQUESTED

Approve the renewal of a negotiated Blanket Purchase Order (BPO) with Riebes Auto Parts of Newcastle for aftermarket auto parts to support the Department of Public Works, Fleet Services Division (DPW) in the maximum amount of \$125,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

DPW requires aftermarket auto parts on an as-needed basis to repair County-owned vehicles and heavy equipment. Reasonable pricing, close geographic proximity, and the ability to deliver in a timely manner are essential elements of these agreements.

DPW utilizes two Riebes locations within the Auburn area for their auto parts requirements. Both stores are located within a reasonable distance of the County's site of operations. Approximately 95% of the County's orders are delivered to the DPW garage within 15 to 60 minutes from the time of order placement and at no additional charge to the County. DPW continually "spot checks" Riebes Auto Parts pricing against the pricing offered by other auto parts stores in the area and has verified that the discount levels offered by Riebes are consistently better.

Riebes Auto Parts has agreed to renew BP018523 for another year at the same discounts, terms and conditions. Section 7.2 of the Purchasing Policy Manual (PPM) allows the County to negotiate agreements for operational services and supplies based on geographic proximity to the County's site of operations. PPM Section 1.3(o) also allows the County to renew a contract based on satisfactory service, to avoid the interruption of County business, and if it makes good business sense.

FISCAL IMPACT

Upon your Board's approval, a new BPO will be awarded to Riebes Auto Parts in the maximum amount of \$125,000.00 for the period of April 1, 2012 through March 31, 2013. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

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

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: March 13, 2012

SUBJECT: **Fiscal Impact Statement**
RQ054478, BPO with Riebes Auto Parts for Fleet Parts

Sufficient funding has been budgeted in the amount of \$125,000 in the FY 2011-12 Fleet Services budget to fund this BPO.