



**M E M O R A N D U M**  
**COUNTY EXECUTIVE OFFICE**  
**Procurement Services Division**  
County of Placer

TO: Board of Supervisors DATE: March 12, 2019  
FROM: Todd Leopold, County Executive Officer  
By: Brett Wood, Purchasing Manager  
SUBJECT: Original Equipment Manufacturer Auto Parts and Dealer Services – Winner Chevrolet Inc.

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**ACTION REQUESTED**

Approve the renewal of a negotiated supplier contract with Winner Chevrolet Inc. of Colfax, CA for Original Equipment Manufacturer (OEM) Chevrolet brand automotive parts and repairs in the maximum amount of \$290,000 for the period of April 1, 2019 through March 31, 2020. Funding is provided by the Sheriff's Office in the FY 2018-19 Final Budget and will be included in the FY 2019-20 Requested Budget.

Approve the option to renew this contract for two (2) additional one-year periods, and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding, and authorize change orders up to a maximum amount of \$29,000 consistent with Placer County's Procurement Policy.

**BACKGROUND**

The Sheriff's Office requires a contract for the purchase of OEM Chevrolet brand automotive parts, as well as general mechanical and body repair on an as-needed basis. These parts and services are critical to the Sheriff's fleet maintenance operations. The need for these parts and services has increased significantly over the last several years as more Chevrolet Tahoe patrol vehicles are added to the department's fleet, replacing Ford brand patrol vehicles that have exceeded their useful life. On March 24, 2015 your Board approved a contract with Winner Chevrolet in the maximum amount of \$145,000 for the period of April 1, 2015 through March 31, 2016 and also authorized the Purchasing Manager to approve future renewals on a year-to-year basis through March 31, 2019.

The Sheriff's Office has requested renewal of the contract for another one-year term. Winner Chevrolet has agreed to renew at the same pricing and terms. The vendor's proposed renewal pricing and terms were determined to be consistent with current market conditions based on commodity data obtained from the US Bureau of Labor Statistics. Section 16 of the General Terms and Conditions of the contract allows for the renewal of the contract on a year-to-year basis upon the successful negotiation of the renewal pricing and terms. This renewal supports the comprehensive safety services throughout the County with the establishment of an agreement that enables the department to address the need for parts in an immediate manner and allows for prudential financial planning with the same agreement by establishing a maximum dollar amount for that agreement to benchmark the expenses against that threshold.

Procurement Policy Section 3.5(D) also allows for the County to renew this contract. Bidding these services out in a competitive manner would not result in lower costs or improve the location for services for the Sheriff's Office. Additionally, Winner Chevrolet is only Chevrolet dealer in the area to offer collision and body shop repair. The requested contract amount exceeds the Purchasing Manager's authority and requires your Board's approval in accordance with Procurement Policy Section 6.1(B).

Therefore your Board's approval is required to renew a contract with Winner Chevrolet in the maximum amount of \$290,000 for the period of April 1, 2019 through March 31, 2020.

**FISCAL IMPACT**

Funding is provided by the Sheriff's Office FY 2018-2019 Final Budget and the FY 2019-20 Requested Budget with no new net County cost. Funds are not encumbered until purchases are made or services are performed against the contract.