



MEMORANDUM
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors
FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager
SUBJECT: Series 50 Reflective Elements – 3M Company

DATE: August 27, 2019

ACTION REQUESTED

Approve the award of a negotiated contract to 3M Company of St. Paul, MN for the as-needed purchase of Series 50 Reflective Elements in the maximum amount of \$375,000 for the period of September 1, 2019 through September 30, 2020. Funded by the Department of Public Works Road Maintenance Division Proposed Budget for FY 2019-20 and Requested Budget for FY 2020-21.

Approve the option to renew resulting contract for two additional one-year terms with a renewal amount not to exceed 10 percent of the recommended contract amount of \$375,000 and authorize the Purchasing Manager to sign the agreements.

BACKGROUND

The Department of Public Works, Road Maintenance Division (DPW) requires an annual contract for reflective elements to be used in conjunction with waterborne traffic paint. The combination of these products is used to maintain the County's roadway striping and instructional markings, increasing reflectivity and visibility for motorists. DPW has tested multiple products and has determined that 3M's Series 50 reflective elements provide the best performance for the intended purpose. Use of the 3M product serves the public infrastructure and offers comprehensive public safety throughout the County's roadways.

3M Company is the only manufacturer and distributor of the Series 50 reflective elements and does not authorize their distributors to sell this product. Procurement Services is permitted to negotiate contracts for operational services and supplies when there is a sole source as described in Section 3.6A of the Procurement Policy. Procurement Services negotiated a discounted contract price for the period of September 1, 2019 through September 30, 2020 and DPW concurs with the agreement.

Therefore, your Board's approval is required to proceed with a new negotiated contract with 3M Company in the maximum amount of \$375,000 for the period of September 1, 2019 through September 30, 2020.

FISCAL IMPACT

The requested contract is funded by the Department of Public Works Road Maintenance Division Proposed Budget for FY 2019-20 and Requested Budget for FY 2020-21. Funds are not encumbered until purchases are made against the agreement.

