



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

TO: Board of Supervisors DATE: July 28, 2020  
FROM: Todd Leopold, County Executive Officer  
By: Brett Wood, Purchasing Manager  
SUBJECT: Asphalt Crack Sealant – Crafcoc, Inc.

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**ACTION REQUESTED**

Approve a contract amendment to add \$20,000 to an existing negotiated contract with Crafcoc Inc. of Chandler, AZ for asphalt crack sealant products for a new maximum contract amount of \$120,000 effective through June 30, 2020. Funding for the additional cost is provided by the Department of Public Works Road Maintenance Division FY 2019-20 Final Budget.

Approve a new negotiated contract with Crafcoc Inc. of Chandler, AZ, for the as-needed purchase of asphalt crack sealant products in the maximum amount of \$120,000, for the period of July 28, 2020 through June 30, 2021. Funding is provided by the Department of Public Works Road Maintenance Division FY 2020-21 Final Budget.

Approve the option to renew the resulting contract for two (2) additional one-year terms in the maximum amount of \$120,000 per year and authorize change orders not to exceed a cumulative amount of \$12,000, consistent with the Procurement Policy.

Authorize the Purchasing Manager to sign all required documents, subject to departmental concurrence and available funding.

**BACKGROUND**

The Department of Public Works Road Maintenance Division (DPW) requires an annual supplier contract for the purchase of various types of Crafcoc brand asphalt crack sealant products on an as needed basis for the department's various road maintenance projects throughout the County. On July 7, 2015, your Board approved the award of a negotiated contract with Crafcoc Inc. of Chandler, AZ who is the sole authorized distributor of Crafcoc brand products for the Northern California region. The resulting contract expired on June 30, 2020.

The current contract requires an increase of \$20,000 due to increased road maintenance projects. The department would also like to renew the contract with Crafcoc for another year. Crafcoc has agreed to renew at the exact same pricing and terms as last year.

The requested contract amendment and new contract amounts exceed the Purchasing Manager's authority and requires your Board's approval in accordance with the Procurement Policy. Therefore, your Board's approval is required to proceed with an increase to the past contract in the amount of \$20,000 and award of a new contract in the maximum amount of \$120,000 and to authorize the Purchasing Manager to sign the required documents.

**FISCAL IMPACT**

Purchases will be funded by Highway Users Tax Account revenue. Funds are not encumbered until products are purchased against the resulting contract.

