



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

TO: Board of Supervisors DATE: January 12, 2021  
FROM: Todd Leopold, County Executive Officer  
By: Brett Wood, Purchasing Manager  
SUBJECT: Compressed Natural Gas Station Maintenance – Clean Energy

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 20129 to Clean Energy of Newport Beach, CA for Compressed Natural Gas (CNG) station maintenance and as-needed repair services on behalf of the Department of Public Works Fleet/Transit (PCT)/Truckee Area Regional Transit (TART) Divisions in the maximum amount of \$200,000 for the period of February 1, 2021 through December 31, 2022. Funding is provided by the Department of Public Works' FY 2020-21 Final Budget and Requested Budgets for FY 2021-22 and FY 2022-23.

Approve an option to renew the contract for two additional one-year terms in the maximum amount of \$100,000 annually, authorize change orders up to a maximum cumulative amount of \$10,000, consistent with Placer County's Procurement Policy, and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

**BACKGROUND**

The Department of Public Works Transit/TART Divisions (DPW) requires an annual agreement for CNG refueling station monthly maintenance and as-needed repair services for the CNG fueling stations located at the Placer County Government Center in Auburn (serving primarily the bus fleet at Placer County Transit) and the Tahoe TART facility at Cabin Creek. CNG is the primary fueling source for both the PCT and TART bus fleets which operate 23 CNG buses operating approximately 1.5 million miles per year and carry approximately 600,000 passengers. The monthly maintenance service includes check and top off fluid levels, check filters, inspect for leaks, system check for pressures and hoses, and other related services. These monthly maintenance services and on-call repair services have historically been outsourced to a qualified contractor via a negotiated agreement. The current contract expires on January 31, 2021.

The Procurement Services Division collaborated with DPW to develop Invitation for Bids No. 20129 to solicit bids for a new contract for CNG station maintenance and as-needed repair services. The bid was distributed via the County's e-Procurement system to over six hundred potential bidders and was posted on the County's website. Seven vendors accessed the bid documents online. One responsive bid was received from Clean Energy of Newport Beach, CA, who has also been the County's contract vendor for these services for the last four years. The department has been satisfied with Clean Energy's contract performance and satisfactory response times in the previous contract periods and concurs with Procurement's recommendation to award Bid No. 20129 to Clean Energy. No bid protests were received regarding the award recommendation.

Therefore, your Board's approval is required to proceed with award of a contract to Clean Energy in the maximum amount of \$200,000 for the period February 1, 2021 through December 31, 2022.

**FISCAL IMPACT**

Funding for this service is budgeted and included in the Department of Public Works' FY 2020-21 Final Budget. Funds are not encumbered until services are performed against the resulting contract.