



MEMORANDUM
PROCUREMENT SERVICES DIVISION
County of Placer

TO: Honorable Board of Supervisors **DATE:** June 28, 2022
FROM: Jane Christenson, Acting County Executive Officer
BY: Brett Wood, Purchasing Manager
SUBJECT: Industrial Supplies – WW Grainger Inc.

ACTION REQUESTED

1. Approve an amendment to contract number SCN103702 with WW Grainger Inc. of Lake Forest, IL for industrial supplies, miscellaneous tools, and non-original equipment manufacturer (OEM) heating, ventilation, and air conditioning (HVAC) parts and supplies to increase the contract by \$25,000 for a revised maximum amount of \$125,000 for the period through June 30, 2022.
2. Approve the renewal the contract with WW Grainger Inc. of Lake Forest, IL for industrial supplies, miscellaneous tools, and non-OEM HVAC parts and supplies in the maximum amount of \$125,000 for the period of July 1, 2022 through June 30, 2023.
3. Approve the option to renew the agreement for two (2) additional one-year terms in the maximum amount of \$125,000 annually.
4. Authorize change orders up to an aggregate amount of \$12,500 annually consistent with the Placer County Procurement Policy.
5. Authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

BACKGROUND

On July 1, 2021, the Purchasing Manager executed a contract in the amount of \$100,000 with WW Grainger Inc of Lake Forest, IL, as a result of the National Association of State Procurement Officials (NASPO) Value Point Contract #7-18-51-02, to provided industrial supplies, miscellaneous tools, and non-OEM HVAC parts and supplies for the period through June 30, 2022. Procurement Policy Section 3.5(A) permits an exemption to the competitive bidding process for purchases made from other governmental agency agreements. The NASPO Value Point contract meets this criterion.

This contract is widely used for products that are often unavailable from many suppliers. The contract price for the necessary products fluctuates within current market conditions. During the past year, inflation based on the Consumer Price Index increased approximately 8%. An increase to the contract is necessary to provide County departments with the means to pay for their purchases through the current agreement period.

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The requested amendment exceeds the Purchasing Manager's change order authority and requires your Board's approval in accordance with Procurement Policy Section 6.1(E). The resulting renewals will also be in excess of the Purchasing Manager's authority, and therefore your Board's approval is being requested at this time.

FISCAL IMPACT

Departments utilizing this Countywide agreement are responsible for budgeting properly within their respective operating budgets. Funds are not encumbered until supplies are purchased against the agreements.

ATTACHMENTS

None