

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

**TO:** Honorable Board of Supervisors

**FROM:** Brett Wood, Purchasing Manager

**DATE:** March 13, 2012

**SUBJECT:** Approve the Renewal of a Negotiated Blanket Purchase Order with Holt of California for Original Equipment Manufacturer Bitelli Roller Parts and Service, and Caterpillar Parts, Service, and Hydraulic Repairs in the Maximum Amount of \$70,000.00

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**ACTION REQUESTED**

Approve the renewal of a negotiated Blanket Purchase Order (BPO) with Holt of California of Sacramento, CA, for Original Equipment Manufacturer (OEM) Bitelli Roller parts and service, and Caterpillar parts, service, and hydraulic repairs to support the Department of Public Works, Fleet Services Division (DPW) in the maximum amount of \$70,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

DPW requires OEM parts and dealer only services to repair County-owned vehicles and heavy equipment on an as-needed basis. Availability, close geographic proximity, and the ability to deliver in a timely manner are essential elements of these negotiated agreements. Holt of California has agreed to renew BP018520 for another year at the same rates, discounts, terms and conditions. Section 7.2 of the Purchasing Policy Manual (PPM) allows for negotiated agreements for operational services and supplies based on geographic proximity to the County's site of operations. Additionally, PPM Section 1.3 (h) permits an exception to the competitive bidding process for automotive and heavy equipment repairs.

**FISCAL IMPACT**

Upon your Board's approval, a new BPO will be awarded to Holt of California in the maximum amount of \$70,000.00 for the period of April 1, 2012, through March 31, 2013. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Cynthia Taylor, Public Works Senior Administrative Services Officer  
Chuck Gordon, Public Works Manager-Fleet Operations

# MEMORANDUM

DEPARTMENT OF PUBLIC WORKS  
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: March 13, 2012

SUBJECT: **Fiscal Impact Statement**  
RQ054450, BPO with Holt of California for Caterpillar Parts and Service

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Sufficient funding has been budgeted in the amount of \$70,000 in the FY 2011-12 Fleet Services budget to fund this BPO.