

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: December 11, 2012
SUBJECT: Propane Services – Ferrellgas

ACTION REQUESTED

1. Approve annual renewal of competitively awarded blanket purchase orders with Ferrellgas of Nevada City, CA for propane services in the maximum aggregate amount of \$70,500, funded by the budgets of Facility Services (\$40,000), Public Services (\$15,000), County Fire and Fire CSA Appropriations (\$13,000), and Administrative Services – Telecommunications Division (\$2,500), each with no new or additional net county cost, for the period of January 1, 2013 to December 31, 2013, and authorize the Purchasing Manager to sign the resulting blanket purchase order.

BACKGROUND

Facility Services, Emergency Services, Department of Public Works - Road Maintenance Division, and Administration Services - Telecommunications Division require annual contracts for propane services on an as needed basis. On January 12, 2010, your Board approved the award of competitive Bid No. 9940 to Ferrellgas. The departments continue to have a requirement for propane services and have requested the renewal of the BPOs for another year. Ferrellgas has agreed to renew at the same pricing and terms of the original bid. Section 15 of the General Terms and Conditions of Bid No. 9940 allows the County an option to renew the BPO on a year-to-year basis upon satisfactory negotiation of the renewal pricing, terms, and conditions.

FISCAL IMPACT

The BPOs resulting from this recommendation will be issued in the maximum aggregate amount of \$70,500 effective for the period of January 1, 2013 through December 31, 2013. The requested BPO amounts are as follows:

CEO/Emergency Services - \$13,000
Facility Services - \$40,000
Department of Public Works - \$15,000
Administrative Services/Telecommunication – \$2,500

Attachment: Facility Services' Fiscal Impact Statements
Department of Public Works' Fiscal Impact Statement
CEO/Office of Emergency Services' Fiscal Impact Statement
Administrative Services/Telecommunications' Fiscal Impact Statement

cc: Valerie Bayne, Administrative Services Manager
Rui Cunha, Assistant Director of Emergency Services
Cynthia Taylor, Senior Administrative Services Officer
Kathy Buchanan, Deputy Director of Information Technology
Melissa Nunnink, Administrative & Fiscal Operations Manager (WOC)

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Valerie Bayne, Administrative Services Manager
DATE: December 11, 2012
SUBJECT: **Fiscal Impact Statement**
BPO for Supply and Delivery of Propane

The Department of Facility Services requires an annual blanket purchase order for supply and delivery of propane to various sites throughout the County.

The Department has budgeted for this cost in the Building Maintenance budget for FY12/13 therefore there will not be an additional net county cost for this request.

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Melissa Nunnink, Administrative & Fiscal Operations Manager (WOC)
DATE: December 11, 2012
SUBJECT: Propane Services

The Administrative Services Department's Telecommunications Division has budgeted appropriately for this Blanket Purchase Order and funding is available within the Division's FY12/13 Budget, Appropriation 02100.

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: December 11, 2012

SUBJECT: **Fiscal Impact Statement**
RQ055853 (Renew BPO19415) with Ferrell Gas for propane services

1. Approve the annual renewal of BPO19415 to Ferrell Gas for Propane Services in the amount of \$15,000, funded by Highway User Tax Account revenue with no net county cost, for the period of January 1, 2013 thru December 31, 2013, and authorize the Purchasing Manager to sign and transfer funds between the resulting Blanket Purchase Orders.