

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

TO: Honorable Board of Supervisors
FROM: David Seward, Purchasing Manager 
DATE: December 19, 2006
SUBJECT: Approve the Renewal of Blanket Purchase Order No. 13297 to Multi Service Corporation for Aviation Fuel for the Sheriff's Air Operations in the Maximum Amount of \$70,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 13297 to Multi Service Corp., located in Overland Park, Kansas, for the purchase of aviation fuel for the Sheriff's air operations, and authorize the Purchasing Manager to sign the resulting BPO in the maximum amount of \$70,000.00.

BACKGROUND

The United States Department of Defense's Defense Energy Support Center (DESC) purchases and manages all petroleum resources used by the United States military. They have developed the AIR Card Program, which provides Department of Defense, federal civilian and government agencies an efficient means to procure aviation fuel and related services. Multi Service Corp. is the contractor for DESC's AIR Card Program and provides card issuance, transaction processing, 24/7/365 program support, as well as various other services available to AIR Card Program customers.

The Sheriff's Office has purchased fuel for its helicopter and fixed wing aircraft through Multi Service Corp. for more than 7 years. Multi Service Corp. is the only contractor that provides government agencies the opportunity to procure aviation fuel globally, and has proven to be a very efficient program for the Sheriff. The requested blanket purchase order is exempt from competitive bidding per Purchasing Policy Manual Section 1.3(q), "Fuel credit cards/purchases."

FISCAL IMPACT

Based on anticipated needs for the upcoming one year period, the Sheriff's Office requested a BPO in the not to exceed amount of \$70,000.00. This is an operational expense for which the Sheriff's Office has budgeted appropriately.

cc: Captain Dave Harris, Air Operations
Barbara Besana, Administrative Services Manager
Elisabeth Zmyslowski, Accountant Auditor/Supervisor

